



Development Services

Section B

Development Services secured grant funding for a floating dock at the Tisdale Boat Launch Facility along the Sacramento River in western Sutter County. The dock is removed during the rainy season and returned in the spring. The Tisdale Boat Launch Facility is one of the most popular for anglers on the Sacramento River.

Development Services Department Administration (2-721)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: DEVELOPMENT SERVICES ADMIN		FUND: GENERAL		0001 2-721	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	708,641	654,440	857,351	812,197	5.3-	
SERVICES AND SUPPLIES	5,347	14,066	36,693	25,390	30.8-	
OTHER CHARGES	27,948	29,613	60,284	42,774	29.0-	
* GROSS BUDGET	741,936	698,119	954,328	880,361	7.8-	
INTRAFUND TRANSFERS	419,782-	143,144	409,728-	361,503-	11.8-	
* NET BUDGET	322,154	841,263	544,600	518,858	4.7-	
OTHER REVENUES						
USER PAY REVENUES	114,968	8,568	249,400	439,307	76.1	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	114,968	8,568	249,400	439,307	76.1	
* UNREIMBURSED COSTS	207,186	832,695	295,200	79,551	73.1-	
ALLOCATED POSITIONS	8.80	9.00	10.00	9.00	10.0-	

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
- Environmental Health & CUPA
- Code Enforcement
- Fire Services
- Water Resources
- Special Districts

The Development Services Administration budget unit (2-721) is comprised of the Director, administrative support, and finance staff.

Major Budget Changes

Salaries & Benefits

- (\$54,719) Decrease in salaries and benefits due to leaving one Office Assistant II position vacant and unfunded through FY 2014-15
- \$9,565 General increase due to negotiated salaries and benefits

Services & Supplies

- (\$15,000) Decrease in Professional/Specialized Services due to the elimination of contract engineering expense

Other Charges

- (\$20,857) Decrease in Interfund Information Technology charges as provided by the General Services Department

Intrafund Transfers

- (\$167,873) Decrease in Intrafund Administration Services revenue from other Development Services divisions for administrative support – shown as a negative expense
- (\$119,602) Decrease in Intrafund A-87 charges as provided by the Auditor-Controller's Office

Revenues

- \$15,000 Increase in Administrative Clerical Cost Fee to reflect revenue for administrative support to the Gilsizer Drainage District
- \$168,120 Increase in Interfund Admin – Road to reflect the revenue for administrative support from the Road budget unit

Program Discussion

The major functions of Development Services are:

- Complete budget development and financial management of budget units, including:
 - Planning/Building Services including Measure M/Riego Road

- Environmental Health & CUPA
- Fire Services Administration & County Service Areas
- Road
- Water Resources
- Engineering Services
- Grants administration
- Yuba-Sutter Habitat Conservation Plan/ Natural Community Conservation Plan (HCP/NCCP)
- Personnel, payroll, accounts receivable, accounts payable and records management

Administrative 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.

The administrative staff also provides monthly support to the Planning Commission and the Local Area Formation Commission (LAFCO). Administrative management staff coordinates the administrative and financial activities of a Habitat Conservation Plan/Natural Communities Conservation Plan (HCP/NCCP), which is an ongoing joint project with Yuba County and the cities of Yuba City, Live Oak and Wheatland.

Currently, the finance division is in transition requiring the additional staffing support of a part-time Division Accountant Manager. Prior to recruitment and hiring of the vacant Deputy Director of Administration and Finance, an Extra Help

position will be funded through the offset of savings accumulating from the vacant position. In addition, an Office Assistant III was reassigned to the Finance Division filling the funded vacant Accounting Technician I position. Administrative staff positions will be further evaluated during FY 2014-15 and the Department will return to the Board of Supervisors with a recommendation that best fits the Department's on-going needs.

Recommended Budget

This budget is recommended at \$518,858, which is a decrease of \$25,742 (4.7%) compared to FY 2013-14. The General Fund provides 15.3% of the financing for this budget unit and is decreased by \$215,649 (73.1%) compared to FY 2013-14. The decrease in General Fund support is primarily due to the shift in Road Fund administrative revenue from the Engineering Services (1-920) budget unit to the Development Services Administration budget unit.

The recommended budget also reflects leaving one Office Assistant II position vacant and unfunded for FY 2014-15. The Department's administrative functions will be monitored throughout FY 2014-15 and any recommended changes will be brought to the Board of Supervisors for consideration.

Use of Fund Balance

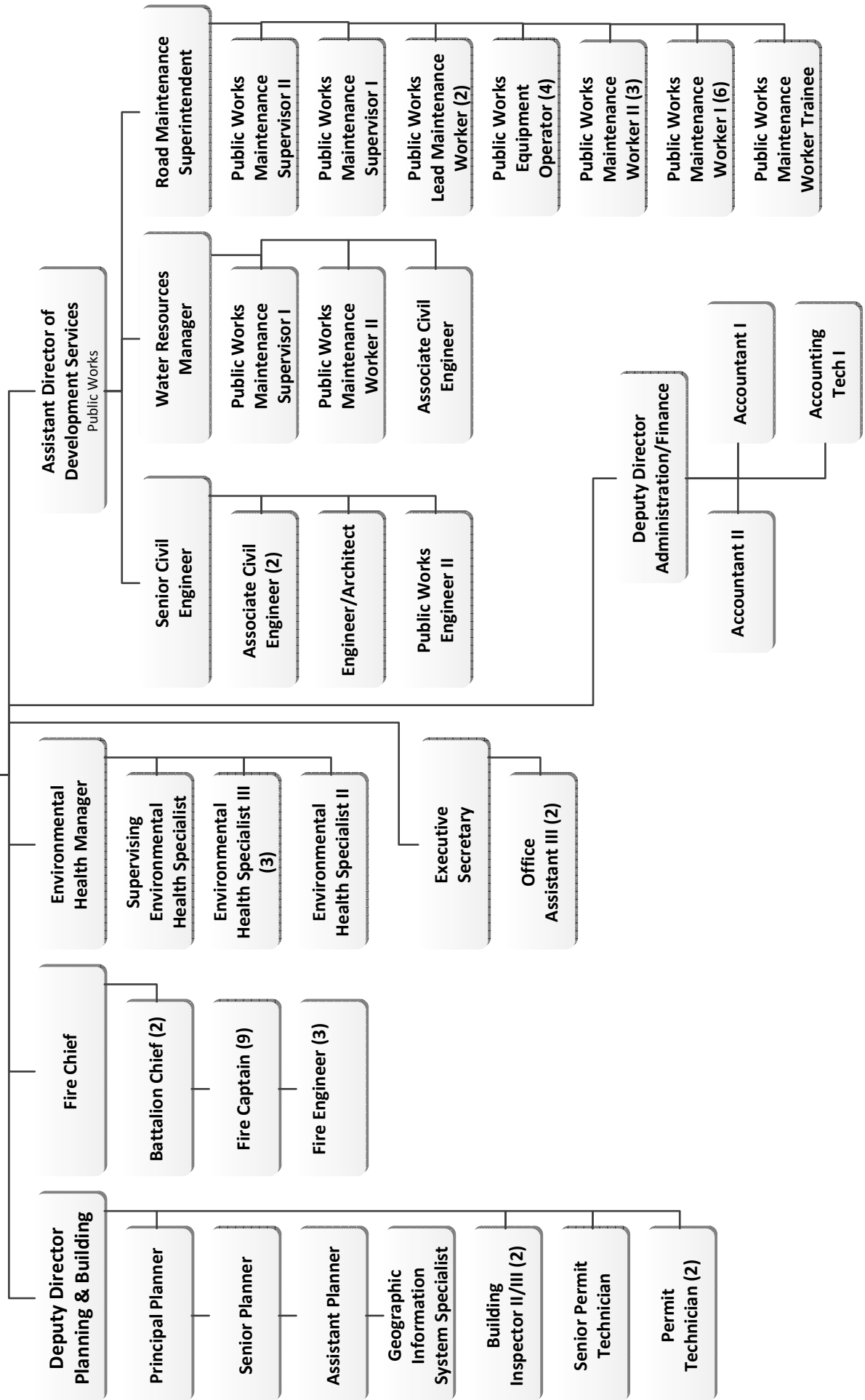
This budget unit is within the General Fund. The budget does not include the use of any specific fund balance.

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Development Services FY 2014-2015

Recommended

**Director of
Development Services**
Danelle Stylos



Development Services Department County Airport (3-200)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY AIRPORT		FUND: COUNTY AIRPORT		0005 3-200	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	2,940	2,833	3,270	0	100.0-	
SERVICES AND SUPPLIES	141,867	98,796	189,890	0	100.0-	
OTHER CHARGES	752,420	66,251	299,214	11,774	96.1-	
* GROSS BUDGET	897,227	167,880	492,374	11,774	97.6-	
* NET BUDGET	897,227	167,880	492,374	11,774	97.6-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	183,439	5,605	96.9-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	897,227	167,880	675,813	17,379	97.4-	
OTHER REVENUES						
USER PAY REVENUES	269,439	111,411	472,763	17,379	96.3-	
GOVERNMENTAL REVENUES	487,101	62,217	189,550	0	100.0-	
GENERAL REVENUES	22,870	19,839	13,500	0	100.0-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	779,410	193,467	675,813	17,379	97.4-	
* UNREIMBURSED COSTS	117,817	25,587-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

The County Airport is a class A-II airport, established in 1947.

On April 22, 2014 the Board of Supervisors approved a Facilities Management Agreement with the Sutter Buttes Regional Aviation Association (SBRAA) for the provision of management services at the Sutter County Airport for a period of 10 years from July 1, 2014 through June 30, 2024 with the budget to be 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'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 an additional 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.

Major Budget Changes

Salaries and Benefits

- (\$3,270) Decrease in Salaries and Benefits as there are no Sutter County employees allocated to the Airport for FY 2014-15

Services and Supplies

- (\$189,890) Decrease in Services and Supplies as all services and supplies costs are the responsibility of SBRAA

Other Charges

- (\$194,560) Decrease in Interfund Plant Acquisition charges
- (\$18,396) Decrease in Interfund Administration Miscellaneous Departments
- \$5,038 Increase in Interfund Development Services Administration Services
- (\$54,235) Decrease in Interfund Overhead A-87 costs as provided by the Auditor-Controller's Office

Revenues

- (\$675,813) Overall decrease in all revenue accounts except Reimbursement County Non-Interfund Account for repayment of long-term debt plus interest

- \$17,379 Increase in Reimburse County Non-Interfund Account for the reimbursement of the annual payment of long-term debt plus interest

Program Discussion

Prior to the Board of Supervisors approval of the Facilities Management Agreement with SBRAA for the provision of management services at the Sutter County Airport, SBRAA approved the adoption of the agreement between the County and SBRAA on April 12, 2014.

Agreement highlights:

- The property to be leased to SBRAA for management includes everything inside the airport perimeter fencing with the exception of the fenced and posted "restricted area" and the adjoining vegetation area south of the apron and bounded by the perimeter fence and the taxiway
- The County will remain the owner of record and is responsible for the safe and efficient operation of the Sutter County Airport and 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 insurance

obligations. It is estimated the Committed Fund Balance will equal \$52,486 at July 1, 2014, exclusive of long term loan obligations.

The FY 2014-15 Recommended Budget includes an increase of Obligated Fund Balance of \$5,605.

The Development Services Department will designate an Engineer as the Airport Manager. The management cost for 40 hours per year will be considered the Sutter County General Fund contribution to the Airport. There will be minor General Fund costs associated with invoicing grant projects that may not be covered by grant funds.

Recommended Budget

This budget is recommended at \$17,379. In FY 2014-15, this amount will be paid back to the cash balance of the hangar loan.

The General Fund does not generally provide any funding for this budget unit; however, a General Fund loan, not to exceed \$185,000, was granted in FY 2010-11 to fund on-going operations. Only a portion of that loan has been utilized to date. SBRAA's proposed budget for management of the airport includes proceeds to pay back the General Fund loan over time.

Use of Fund Balance

This fund contained a Committed Fund Balance in the amount of (\$130,953) as of July 1, 2013, exclusive of long term loan

Development Services Department Engineering Services (1-920)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: ENGINEER SERVICES		FUND: GENERAL		0001 1-920	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	1,399,170	678,751	841,321	751,317	10.7-	
SERVICES AND SUPPLIES	23,709	12,032	14,332	25,691	79.3	
OTHER CHARGES	33,790	6,679	14,850	25,391	71.0	
* GROSS BUDGET	1,456,669	697,462	870,503	802,399	7.8-	
INTRAFUND TRANSFERS	602,691-	4,497	74,798-	101,110-	35.2	
* NET BUDGET	853,978	701,959	795,705	701,289	11.9-	
OTHER REVENUES						
USER PAY REVENUES	666,127	9,879	584,483	554,883	5.1-	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	666,127	9,879	584,483	554,883	5.1-	
* UNREIMBURSED COSTS	187,851	692,080	211,222	146,406	30.7-	
ALLOCATED POSITIONS	13.00	5.20	6.20	5.20	16.1-	

Purpose

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

- \$61,630 Increase in salaries and benefits due to adding one Associate Civil Engineer position allocation, effective January 1, 2015

Intrafund Transfers

- \$26,582 Increase in Intrafund Administration Services for reimbursement from other Development Services General Fund divisions for administrative support - shown as a negative expense

Major Budget Changes

Salaries & Benefits

- (\$146,475) Decrease due to reassigning one Associate Civil Engineer position allocation to the Water Resources (1-922) budget unit for FY 2014-15

Revenues

- (\$28,694) Decrease in Admin/Clerical Cost Fees for Gilsizer Drainage, now reflected in budget 2-721

Development Services Department Engineering Services (1-920)

Danelle Stylos, Director

- \$518,260 Increase in Interfund Development Services Administration Services revenue to recognize administrative revenue in proper account
- \$528,516 Decrease in Interfund Development Services Administration Road revenue due to change in administrative revenue account

Program Discussion

The Engineering Services budget unit provides funding for all engineers in the County. Much of the staff time for this budget unit is reimbursed by other Development Services Department budget units through the Inter/Intrafund Public Works Administrative Service accounts and can be seen as expenses in those budget units.

The administrative and accounting functions of this budget unit have been consolidated within the Development Services Administration (2-721) budget unit, leaving only the engineering positions originally allocated in this budget. In addition, the engineers from the Road budget unit (3-100) have been reallocated to the Engineering Services budget unit. All engineering services are being charged to the appropriate budget units as needed through Inter/Intrafund accounts.

The Engineering Division staff:

- Processes development permits, plan reviews, and portions of planning applications;

- Designs and constructs County buildings and building improvements;
- Provides General engineering support to County activities such as the Road Fund, on a reimbursable basis;
- Designs and contracts management of major paving, maintenance and road rehabilitation projects;
- Provides pavement management planning, traffic planning and bridge construction;
- Completes Encroachment/Transport permitting;
- Provides Capital project programming and budgeting; and
- Develops the Annual Road Plan for all road and bridge work.

The positions currently included in this budget unit are:

- Assistant Director Development Service - Public Works - 0.2 FTE
- Senior Civil Engineer - 1.0 FTE
- Associate Civil Engineer - 3.0 FTEs
- Public Works Engineer II - 1.0 FTE

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

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

The County Surveyor's Office is included in this budget unit as well and consists of an Extra Help County Surveyor. The Engineering Division assists in some of the County Surveyor functions:

- Reviews and process subdivision maps, lot line adjustments, and records of surveys; and
- Maintain records of the County real property and public rights-of-way.

positions reflected in the Engineering Services position allocation schedule.

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 \$701,289, which is a decrease of \$94,416 (11.9%) compared to FY 2013-14. The General Fund provides 20.9% of the financing for this budget and is decreased by \$64,816 (30.7%) for FY 2014-15.

The Development Services Department has requested, and the Recommended Budget includes, an Associate Civil Engineer position allocation be reassigned to the Water Resources (1-922) budget unit to complete critical duties. If approved, an experienced Associate Civil Engineer will be transferred from Engineering Services to Water Resources to complete these duties. This results in a decrease of \$146,475 for the Engineering Services budget unit for FY 2014-15.

It is also recommended that a replacement Associate Civil Engineer position allocation be added back to the Engineering Services budget unit, and approved to be filled, effective January 1, 2015. This results in an increase of \$61,630 for the Engineering Services budget unit for FY 2014-15. Therefore, there is no change to the total

Development Services Department Environmental Health (2-725)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: ENVIRONMENTAL HEALTH		FUND: GENERAL		0001 2-725	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	714,589	504,861	687,720	693,688	.9	
SERVICES AND SUPPLIES	9,277	5,844	13,570	14,862	9.5	
OTHER CHARGES	30,963	10,378	26,748	25,040	6.4-	
* GROSS BUDGET	754,829	521,083	728,038	733,590	.8	
INTRAFUND TRANSFERS	79,627-	43,020	39,051-	46,009-	17.8	
* NET BUDGET	675,202	564,103	688,987	687,581	.2-	
OTHER REVENUES						
USER PAY REVENUES	674,553	283,176	688,987	687,581	.2-	
GOVERNMENTAL REVENUES	1	0	0	0	.0	
TOTAL OTHER REVENUES	674,554	283,176	688,987	687,581	.2-	
* UNREIMBURSED COSTS	648	280,927	0	0	.0	
ALLOCATED POSITIONS	7.00	6.00	7.00	6.00	14.3-	

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.

Major Budget Changes

There are no major budget changes for FY 2014-15.

Program Discussion

Environmental Health conducts inspections of food facilities, onsite sewage disposal systems, water wells, monitoring wells, state small water systems, jail facilities, public pools and spas. The Division investigates issues related to rabies control, 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 and pool construction.

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

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 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 \$687,581, which is a decrease of \$1,406 (0.2%) compared to FY 2013-14. 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).

In FY 2013-14, one vacant Environmental Specialist II position was eliminated, resulting in the current six (6.0) FTE position allocation. For FY 2014-15, no additional positions are requested or recommended.

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
 Certified Unified Program Agency (2-727)**

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: CUPA	FUND: GENERAL			0001 2-727	
		ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES						
SERVICES AND SUPPLIES		29,313	18,494	21,660	20,960	3.2-
OTHER CHARGES		1,345	253	1,591	1,555	2.3-
* GROSS BUDGET		30,658	18,747	23,251	22,515	3.2-
INTRAFUND TRANSFERS		285,227	4,449	248,499	249,236	.3
* NET BUDGET		315,885	23,196	271,750	271,751	.0
OTHER REVENUES						
USER PAY REVENUES		222,083	182,001	211,750	211,751	.0
GOVERNMENTAL REVENUES		105,768	96,508	60,000	60,000	.0
TOTAL OTHER REVENUES		327,851	278,509	271,750	271,751	.0
* UNREIMBURSED COSTS		11,966-	255,313-	0	0	.0
ALLOCATED POSITIONS		.00	.00	.00	.00	.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

There are no major budget changes for FY 2014-15.

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; and
- Uniform Fire Code Hazardous Material Management Plan and 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.

Recommended Budget

This budget is recommended at \$271,751, which is a net increase of just \$1 compared to FY 2013-14. This budget includes Intrafund CUPA-Environmental Health charges for services provided from the Environmental Health (2-725) budget unit. This budget unit does not receive any funding from the General Fund as the net cost is covered by permit revenue, and grants.

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 Fire Services Administration (2-402)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: FIRE SERVICES ADMINISTRATION		FUND: PUBLIC SAFETY		0015 2-402	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	189,366	155,994	192,850	193,481	.3	
SERVICES AND SUPPLIES	8,676	8,198	12,825	12,400	3.3-	
OTHER CHARGES	100,035	979-	53,372	65,678	23.1	
* GROSS BUDGET	298,077	163,213	259,047	271,559	4.8	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	298,077	163,213	259,047	271,559	4.8	
OTHER REVENUES						
USER PAY REVENUES	3,862	0	5,000	9,500	90.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	3,862	0	5,000	9,500	90.0	
* UNREIMBURSED COSTS	294,215	163,213	254,047	262,059	3.2	
ALLOCATED POSITIONS	1.00	1.00	1.00	1.00	.0	

Purpose

Fire Services Administration consists of the Fire Services Manager/Fire Chief. The unit 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.

The Fire Services Manager responds to emergencies and exercises overall supervision of rescue, firefighting, and hazardous materials release operations in the County Service Areas which provide fire protection from eight fire stations throughout the County. 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 fire services and remains committed to the state mutual aid system. This position may participate in strike team deployment throughout the state as a local government or California Emergency Management Agency strike team leader.

Major Budget Changes

Other Charges

- \$9,769 Increase in Interfund Overhead A-87 costs as provided by the Auditor-Controller's Office

Revenue

- \$6,500 Increase in Interfund Building Inspection revenue for plan check and fire-related inspections

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.

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.

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.

Recommended Budget

This budget is recommended at \$271,559, which is an increase of \$12,512 (4.8%) compared to FY 2013-14. This budget unit is within the Public Safety fund; however, is considered to be funded primarily by the General Fund, which provides 96.5% of the financing for this budget unit. This is an increase of \$8,012 (3.2%) for FY 2014-15.

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

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY SERVICE AREA G		FUND: COUNTY SERVICE AREA G		0301 0-301	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SERVICES AND SUPPLIES	600,577	382,972	669,643	653,835	2.4-	
OTHER CHARGES	142	57	57	35-	161.4-	
* GROSS BUDGET	600,719	383,029	669,700	653,800	2.4-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	600,719	383,029	669,700	653,800	2.4-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	600,719	383,029	669,700	653,800	2.4-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	8,627	4,115	8,300	8,000	3.6-	
GENERAL REVENUES	590,375	364,411	661,400	645,800	2.4-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	599,002	368,526	669,700	653,800	2.4-	
* UNREIMBURSED COSTS	1,717	14,503	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.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

Services & Supplies

- (\$15,808) Decrease in Professional & Specialized Services related to continued reduction in pass thru Property Tax revenues

Revenues

- (\$15,808) Decrease in Property Tax Revenue due to reassessed property tax values

Program Discussion

County Service Area G was established in May of 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 \$653,800, which is a decrease of \$15,900 (2.4%) compared to FY 2013-14. 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. The fund currently has a Restricted Fund Balance of \$20,828 (account #31170) which is being cancelled and transferred to the City of Yuba City, leaving an estimated fund balance of zero as of July 1, 2014.

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

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y					
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY SERVICE AREA F		FUND: COUNTY SERVICE AREA F		0305 0-305
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	1,487,836	1,259,734	1,627,133	1,654,910	1.7
SERVICES AND SUPPLIES	372,141	331,859	405,550	439,934	8.5
OTHER CHARGES	109,726	69,379	320,824	357,670	11.5
CAPITAL ASSETS	9,987	60,021	512,600	447,600	12.7-
* GROSS BUDGET	1,979,690	1,720,993	2,866,107	2,900,114	1.2
INTRAFUND TRANSFERS	0	0	0	0	.0
* NET BUDGET	1,979,690	1,720,993	2,866,107	2,900,114	1.2
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	1,979,690	1,720,993	2,866,107	2,900,114	1.2
OTHER REVENUES					
USER PAY REVENUES	503,876	406,815	427,108	474,508	11.1
GOVERNMENTAL REVENUES	22,416	8,839	635,810	635,810	.0
GENERAL REVENUES	1,544,184	934,687	1,743,750	1,729,000	.8-
OTHER FINANCING SOURCES	1,001	0	0	0	.0
CANCELLATION OF OBLIGATED F/B	0	0	59,439	60,796	2.3
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	2,071,477	1,350,341	2,866,107	2,900,114	1.2
* UNREIMBURSED COSTS	91,787-	370,652	0	0	.0
ALLOCATED POSITIONS	14.00	14.00	14.00	14.00	.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.

The County Service Area F budget unit is included in the Development Services Department.

Major Budget Changes

Services & Supplies

- \$8,000 Increase in Maintenance Equipment based on current year projected cost
- \$10,000 Increase in Department Fuel & Oil based on current year projected cost
- \$23,184 Increase in Rents and Leases Equipment reflecting payment for equipment costs from the Chevron Energy Savings and Infrastructure Upgrade project

- (\$12,500) Decrease in Utilities reflecting anticipated savings generated from the Chevron Energy Savings and Infrastructure Upgrade project

Other Charges

- \$49,874 Increase in Interfund Overhead (A-87) charges as provided by the Auditor-Controller's office

Capital Assets

- \$50,000 Re-budget of grant-funded Air Compressor
- \$397,600 Re-budget of grant-funded Self Contained Breathing Apparatus (SCBA)

Revenues

- \$50,000 Increase in Mutual Assistance related to prior year revenue received
- \$617,310 Re-budget Federal Grant for the purchase of SCBA equipment, and an air compressor
- (\$14,750) Decrease in Property Tax Supplemental and Fire Special Tax revenue

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,

three Engineers, 35 volunteers and up to four seasonal firefighters.

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-hydranted areas within five miles of a fire station (one of only three fire departments in the State of California with this rating for non-hydranted 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 2013, the Department collectively responded to 2,149 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, and trench rescue techniques.

The Department conducts numerous fire inspections and 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 Department

houses a fire engine provided by the California-Emergency Management Agency (Cal-EMA). The Sutter County Fire Department responded to Mutual Aid requests in the Plumas National Forest, Colusa, Tehama, and Mendocino Counties.

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

Remodel of the Fire Apparatus Storage Building at the Oswald-Tudor Fire Station

The 2007-08 Grand Jury recommended that Sutter County remodel the Oswald-Tudor Fire Station to provide security for Sutter County property. This recommendation was consistent with the 2006-07 Grand Jury recommendation.

In response to the recommendation, it was stated the Fire Chief believed funding would be available to replace the fire apparatus storage. Due to the continuing economic climate and instability of anticipated property tax revenues, the Department is required to again postpone the replacement of this building.

2013 Assistance to Firefighters Grant

In June 2013, Fire Services Administration submitted a grant request on behalf of CSA-F, CSA-C, CSA-D and the Meridian Fire District. If approved, the 2013 Assistance to Firefighters Grant in the amount of \$685,900 would be used to replace each station's SCBA equipment. Most of the current SCBAs were purchased in the 1990s and no longer meet the updated requirements as set by the National Fire Protection Association.

In addition, the grant would provide for a new air booster/compressor. The CSA-F share of this grant will be \$458,400. The grant requires a 10% match from each jurisdiction.

Recommended Budget

This budget is recommended at \$2,900,114, which is an increase of \$34,007 (1.2%) compared to FY 2013-14. 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.

Capital Assets are recommended at \$447,600 for the following grant-funded purchases:

- \$50,000 for an air compressor
- \$397,600 for 71 SCBA units

The recommended budget also includes the financing and appropriations for equipment to be purchased with the Assistance to Firefighters grant as explained above. If the grant is not approved, a separate plan for replacement of the equipment over time will be brought to the Board of Supervisors for approval.

Use of Fund Balance

The CSA-F fund contains a Restricted Fund Balance (not including an outstanding loan to the General Fund for the construction of the Sutter Fire Station with a current remaining balance of approximately \$726,000) in the amount of \$587,126 as of July 1, 2013. It is estimated that the Restricted Fund Balance will equal \$536,847 at July 1, 2014.

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

Danelle Stylos, Director

The recommended budget includes a cancellation of Obligated Fund Balance in the amount of \$60,796.

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

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y					
DEPT HEAD: DANELLE STYLOS		UNIT: CNTY SERVICE AREA C-E NICOLAUS FUND: CNTY SERVICE AREA C-E NICOLAUS 0309 0-309			
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	3,361	2,965	2,965	1,279	56.9-
SERVICES AND SUPPLIES	70,910	49,826	92,170	92,650	.5
OTHER CHARGES	9,188	11,202	44,200	16,425	62.8-
CAPITAL ASSETS	13,589	0	67,200	383,700	471.0
* GROSS BUDGET	97,048	63,993	206,535	494,054	139.2
* NET BUDGET	97,048	63,993	206,535	494,054	139.2
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	58,955	0	100.0-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	97,048	63,993	265,490	494,054	86.1
OTHER REVENUES					
USER PAY REVENUES	6,782	4,181	72,890	72,890	.0
GOVERNMENTAL REVENUES	2,338	1,114	2,200	2,200	.0
GENERAL REVENUES	170,327	103,404	190,400	185,700	2.5-
CANCELLATION OF OBLIGATED F/B	0	0	0	233,264	***
GENERAL REVENUES	0	0	0	0	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	179,447	108,699	265,490	494,054	86.1
* UNREIMBURSED COSTS	82,399-	44,706-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

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.

- \$6,200 Increase in Interfund Administrative Services for Extra Help budgeted in CSA-F (0-305)

Capital Assets

- \$67,200 Re-budget of grant-funded Self Contained Breathing Apparatus (SCBA) units
- \$316,500 Replacement Type I Fire Engine

Major Budget Changes

Other Charges

- (\$29,171) Decrease in Interfund Overhead (A-87) charges as provided by the Auditor-Controller's office

Revenues

- \$64,890 Re-budget of Interfund Transfer of grant reimbursement for SCBA units

Program Discussion

This budget funds the East Nicolaus Volunteer Fire Department (CSA-C). The service area encompasses approximately 62 square miles. The 2000 Census Report lists the population at 1,575 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 four pieces of fire equipment. The Sub-Station (Station 2) is located at 176 Pleasant Grove Road in Rio Oso, and houses two pieces of fire equipment.

The Department consists of one Volunteer Fire Chief, one Volunteer Assistant Chief, two Volunteer Captains, and nine Volunteer Fire Fighters. All personnel are trained in emergency care and cardiopulmonary resuscitation. The Department responded to 281 calls for service in 2013. The Department is committed to participation in the State Mutual Aid System and responded to requests for assistance in the Plumas National Forest, Colusa, Tehama, and Mendocino Counties.

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

2013 Assistance to Firefighters Grant

In June of 2013, Fire Services Administration submitted a grant request on behalf of CSA-F, CSA-C, CSA-D and the Meridian Fire District. If approved, the 2013 Assistance to Firefighters Grant in the amount of \$685,900 would be used to

replace each station's SCBA equipment. Most of the current SCBAs were purchased in the 1990s and no longer meet the updated requirements as set by the National Fire Protection Association.

The CSA-C share of this grant will be \$67,200. The grant requires a 10% match from each jurisdiction.

Recommended Budget

This budget is recommended at \$494,054, which is an increase of \$228,564 (86.1%) compared to FY 2013-14. This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes and interest.

Capital Assets are recommended at \$383,700 for the following grant-funded purchases:

- \$67,200 for 12 replacement SCBA units
- \$316,500 for a replacement Type I Fire Engine

The increase in this budget is related to the replacement of one Type 1 Fire Engine.

The Recommended Budget includes the financing and appropriations for equipment to be purchased with the Assistance to Firefighters grant as explained above and the purchase of a Type II Fire Engine. If the grant is not approved, a separate plan for replacement of the equipment over time will be brought to the Board for approval.

Use of Fund Balance

The CSA-C fund contained a Restricted Fund Balance in the amount of \$677,881 as of July 1, 2013. It is estimated the Restricted Fund Balance will equal \$736,835 at July 1, 2014.

The recommended budget includes a Cancellation of Obligated Fund Balance in the amount of \$233,264.

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

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS		UNIT: CNTY SRVC AREA D-PLEASANT GROV FUND: CNTY SRVC AREA D-PLEASANT GROV 0311 0-311			
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	4,198	3,293	3,293	1,594	51.6-
SERVICES AND SUPPLIES	101,658	64,607	110,600	111,600	.9
OTHER CHARGES	10,935	13,502	17,595	17,965	2.1
CAPITAL ASSETS	0	0	84,000	412,000	390.5
* GROSS BUDGET	116,791	81,402	215,488	543,159	152.1
* NET BUDGET	116,791	81,402	215,488	543,159	152.1
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	120,922	0	100.0-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	116,791	81,402	336,410	543,159	61.5
OTHER REVENUES					
USER PAY REVENUES	22,681	15,802	88,010	88,010	.0
GOVERNMENTAL REVENUES	3,065	1,408	3,100	3,100	.0
GENERAL REVENUES	216,127	128,456	245,300	242,800	1.0-
CANCELLATION OF OBLIGATED F/B	0	0	0	209,249	***
GENERAL REVENUES	0	0	0	0	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	241,873	145,666	336,410	543,159	61.5
* UNREIMBURSED COSTS	125,082-	64,264-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.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.

Capital Assets

- \$84,000 Re-budget of grant-funded Self Contained Breathing Apparatus (SCBA) units
- \$328,000 Replacement Type I Fire Engine

Major Budget Changes

Revenues

- \$80,010 Re-budget of Interfund Transfer of grant reimbursement for SCBA units

Other Charges

- \$6,200 Increase in Interfund Administrative Services for year-round Extra Help shared with CSA-C and CSA-D

Program Discussion

This budget funds the Pleasant Grove Volunteer Fire Department (CSA-D). The service area encompasses approximately 71 square miles. The 2000 Census report lists the population at 1,105 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 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 Volunteer Fire Chief, one Volunteer Assistant Chief, four Volunteer Captains, three Volunteer Engineers, and five Volunteer Fire Fighters. The Department responded to 240 calls for service in 2013.

This Department is committed to participation in the State Mutual Aid System, and responded to requests for service in the Plumas National Forest, Tehama, Colusa, and Mendocino Counties.

2013 Assistance to Firefighters Grant

In June of 2013, Fire Services Administration submitted a grant request on behalf of CSA-F, CSA-C, CSA-D and the Meridian Fire District. If approved, the 2013 Assistance to Firefighters Grant in the amount of \$685,900 would be used to replace each station's SCBA equipment. Most of the current SCBAs were purchased in the 1990s and no longer meet the updated requirements as set by the National Fire Protection Association.

In addition, the grant would provide for a new air booster/compressor, RIT packs (used for downed firefighter rescue situations) and a laptop computer to be used for SCBA testing.

The CSA-D share of this grant will be \$80,010. The grant requires a 10% match from each jurisdiction.

Recommended Budget

This budget is recommended at \$543,159, which is an increase of \$206,749 (61.5%) compared to FY 2013-14. This budget unit does not receive any funding from the General Fund. All funding is provided through property taxes, interest earnings and grant funding.

Capital Assets are recommended at \$412,000 for the following grant-funded purchases:

- \$84,000 for 15 replacement SCBA units
- \$328,000 for a replacement Type I Fire Engine

The increase in this budget unit is related to the replacement of one Type 1 Fire Engine recommended to be purchased during FY 2014-15.

The Recommended Budget includes the financing and appropriations for equipment to be purchased with the Assistance to Firefighters grant as explained above. If the grant is not approved, a separate plan for replacing the equipment over time will be brought to the Board of Supervisors for approval.

Use of Fund Balance

The CSA-D fund contains a Restricted Fund Balance in the amount of \$590,064 as of July 1, 2013. It is estimated that the Restricted Fund Balance will equal \$710,986 at July 1, 2014.

The recommended budget includes a Cancellation of Obligated Fund Balance in the amount of \$209,249.

Development Services Department Jail Expansion Project (1-701)

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: JAIL EXPANSION PROJECT		FUND: GENERAL		0001 1-701	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SERVICES AND SUPPLIES	53,909	183,663	1,265,250	701,350	44.6-	
OTHER CHARGES	9,754	0	45,127	0	100.0-	
* GROSS BUDGET	63,663	183,663	1,310,377	701,350	46.5-	
INTRAFUND TRANSFERS	492	0	30,970	80,489	159.9	
* NET BUDGET	64,155	183,663	1,341,347	781,839	41.7-	
OTHER REVENUES						
USER PAY REVENUES	63,800	0	1,341,347	781,839	41.7-	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
TOTAL OTHER REVENUES	63,800	0	1,341,347	781,839	41.7-	
* UNREIMBURSED COSTS	355	183,663	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

The Jail Expansion Project budget unit was created to account for costs incurred for the Main Jail Expansion project, as this is a major construction project for the County, which will span several years. The purpose of the project is to expand the capacity of the Maximum Security facility by 42 beds, and is made feasible due to a \$9.7 million bond-financing grant from the State. This budget unit is jointly administered by the Development Services Department and the County Administrative Office.

- \$10,000 Increase in Map Supplies & Photocopying funds for advertisement for jail environmental notification processing

Other Charges

- (\$45,127) Decrease in Interfund Miscellaneous Non-Road related to engineering support services

Intrafund Charges

- \$49,519 Increase in Intrafund Administration Services charges for services provided by both Development Services Administration (2-721) and Engineering Services (1-920)

Major Budget Changes

Services & Supplies

- (\$573,900) Decrease in Professional & Specialized Services due to delay in pending project acceptance by the State Public Works Board

Program Discussion

In response to the California Department of Corrections and Rehabilitation Request for Applications, in January of 2012, Sutter County submitted a financing application for funds made available through the AB 900 Phase II Construction/Expansion of County Jails program. The envisioned project will add 28 Maximum Security male beds in a new housing unit along with 14 Medium Security female beds in a new housing unit. Additionally, the project will remodel and expand the Medical Services and Kitchen Areas. The Sheriff has expressed the necessity for these improvements as his office must increase its allowable daily prisoner count due to state corrections policy changes.

The project was selected by the State for funding, with \$9,741,000 requested in State financed grant funding and the County providing \$514,000 as the required five percent funding match. The County has awarded a design contract to an Architectural/Engineering Design team based in Sacramento. The County is working with the Design team to satisfy all State bond financing criteria so the project will be officially accepted by the State Public Works Board and the project's design can begin.

The project's design phase is expected to take approximately 12 months. This will be followed by the construction phase lasting approximately 18 months. The project will receive 95% State Bond financing once the project is ready to be advertised for construction. Only after a construction contract has been awarded can the County begin to seek reimbursement for eligible design costs.

Recommended Budget

This budget is recommended at \$781,839.

Because reimbursement cannot be claimed until the construction contract is awarded, this budget reflects the transfer-in of funds from the County's Criminal Justice Development Impact Fee fund (0-102) to cover any required local match and to advance funds to complete the initial phases of the project prior to receiving reimbursement. The Criminal Justice Development Impact Fee fund will be reimbursed once State reimbursement monies are received.

Use of Fund Balance

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

Development Services Department Planning and Building (2-724)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: PLANNING & BUILDING		FUND: GENERAL		0001 2-724	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	1,052,251	815,728	1,119,590	1,090,425	2.6-	
SERVICES AND SUPPLIES	1,879,695	458,009	2,479,997	2,236,170	9.8-	
OTHER CHARGES	77,823	45,345	77,970	89,286	14.5	
* GROSS BUDGET	3,009,769	1,319,082	3,677,557	3,415,881	7.1-	
INTRAFUND TRANSFERS	424,584	44,919	383,867	200,273	47.8-	
* NET BUDGET	3,434,353	1,364,001	4,061,424	3,616,154	11.0-	
OTHER REVENUES						
USER PAY REVENUES	1,245,929	710,124	2,529,062	1,872,336	26.0-	
GOVERNMENTAL REVENUES	824,398	49,180	150,000	562,958	275.3	
TOTAL OTHER REVENUES	2,070,327	759,304	2,679,062	2,435,294	9.1-	
* UNREIMBURSED COSTS	1,364,026	604,697	1,382,362	1,180,860	14.6-	
ALLOCATED POSITIONS	9.00	11.00	10.00	11.00	10.0	

Purpose

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

The *Planning Division's* primary responsibility is to administer 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* is responsible for maintaining and enforcing the California Building Codes and local ordinances as adopted by the County of Sutter. The primary purpose of the division is to safeguard the public's health, safety, and general welfare through proper design

and inspection of buildings. Statutory authority is provided by the California Health and Safety Code Section 17960.

Major Budget Changes

Salaries & Benefits

- (\$140,080) Decrease in salaries and benefits due to leaving the Deputy Director of Planning and Building position vacant and unfunded through FY 2014-15
- \$91,915 Cost to authorize and fill Limited Term Building Inspector II position through June 30, 2015

Services & Supplies

- (\$207,776) Decrease in Professional & Specialized Services primarily related to a decrease of \$661,776 pass-through funding for the Riego Road Interchange project; and an increase of \$464,000 in Program 24 – Planning due to new contracts and the update of the Zoning Code

Intrafund Transfers

- (\$242,473) Decrease in Intrafund Administration Services
- \$56,276 Increase in Intrafund Overhead A-87 costs as provided by the Auditor-Controller's Office

Revenues

- (\$661,776) Decrease in Planning & Engineering fees related to the Riego Road Interchange (offsets Professional/Specialized Services expense)
- \$5,000 Increase in revenues from planning applications
- \$412,958 Increase in State Fish and Game Grants

Program Discussion

Planning Division

The Planning Division staff includes:

- Deputy Director – 50% (Vacant)
- Principal Planner
- Senior Planner
- Assistant Planner
- Geographic Information Systems Analyst

The Planning Division reviews and processes general plan and zoning applications, land divisions, use permits, variances, design review and other development-related requests in conformance with all applicable state law requirements (i.e., CEQA – California Environmental Quality Act, SMARA – Surface Mining and Reclamation 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.

The Division cooperates with the Regional Housing Authority of Sutter and Nevada Counties to coordinate Community Development Block Grant (CDBG) applications overseen by the Housing Authority.

In October 2013, the Board of Supervisors adopted a medical marijuana cultivation ordinance. The Planning Division developed and implemented this new program in cooperation with other County departments.

Additionally, the Division participates in an ongoing joint project with Yuba County and the Cities of Yuba City, Live Oak and Wheatland on a Habitat Conservation

Plan/Natural Community Conservation Plan (HCP/NCCP), now identified as the Yuba Regional Conservation Plan. Staff provides review of the documents drafted by the contracted specialists, prepares necessary staff reports and support documentation for plan committees and coordinates public outreach efforts. Additionally, staff oversees plan grants and provides contract administration.

The Division provides staff services to the Local Agency Formation Commission (LAFCO) in cooperation with the County Administrator’s Office.

Large projects currently in process by this Division include:

- Updating the Housing Element with a new eight year review cycle instead of five years
- Updating the County’s development impact fees
- Rewriting the County’s Zoning Code

Building Division

The Building Division staff includes:

- Deputy Director – 50% (Vacant)
- Building Inspector III
- Building Inspector II
- Building Inspector II (Limited Term- to expire June 30, 2014)
- Senior Permit Technician
- Permit Technician (2)

The Building Inspection Division’s operations include permit application and plans review, calculation of permit costs, inspections during the construction process (building, mechanical, electrical and

plumbing), complaint investigations, support to other County departmental programs and public education relative to building regulations and Special Flood Hazard Area criteria.

In addition, the Building Division has increased responsibility of complete in-house structural and life safety plan review, code enforcement, fire plan review and fire inspection.

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 2013, there were 686 building permits issued with a total construction value of \$33,421,916. This is an increase of 114 building permits with an increase in construction value of \$13,675,518. Staff completed 1,742 inspections and checked 270 sets of submitted building plans. This is an increase of 432 inspections and 56 plan reviews compared to calendar year 2012.

2013	# Permits	Valuation	Inspections	Plan Check
	686	\$33,421,916	1,742	270
2012				
	572	\$19,746,398	1,310	214

Between 2012 and 2013, the Building Division saw a 30 percent increase in building permit revenue. Because the volume of permit applications continues to increase, the Division requests the current Limited Term Building Inspector II position be extended through FY 2014-15. The Limited Term Building Inspector II was approved through June 30, 2014 by the Board of Supervisors on November 12, 2013.

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

The Permit Counter provides one-stop property development services to the public and is a resource of information to other County departments. Counter staff calculate and collect development fees and schedule inspection appointments.

This Division also coordinates all code enforcement responses pertaining to building and zoning code compliance in unincorporated Sutter County and environmental health code violations for the entire County.

Recommended Budget

This budget is recommended at \$3,616,154, which is a decrease of \$445,270 (11.0%) compared to FY 2013-14. The General Fund provides 32.7% of the financing for this budget unit and is reduced by \$201,502 (14.6%) for FY 2014-15.

It is recommended the Deputy Director of Planning and Building position remain vacant and unfunded through FY 2014-15. This results in a cost reduction of \$140,080. These duties continue to be completed by the Director of Development Services.

Due to an increased need for building inspection services, it is recommended the Limited Term Building Inspector II position be authorized for FY 2014-15 through June 30, 2015. This represents a relative cost increase of \$91,915. This Limited Term position is funded in concept with savings from leaving the Deputy Director position vacant and unfunded through FY 2014-15.

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)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: ROAD		FUND: ROAD		0003 3-100	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	1,925,447	1,329,264	1,721,839	1,791,029	4.0	
SERVICES AND SUPPLIES	6,783,889	1,365,181	3,461,198	5,865,847	69.5	
OTHER CHARGES	1,136,686	170,151	1,187,854	1,321,550	11.3	
CAPITAL ASSETS	256,261	0	346,300	277,700	19.8-	
* GROSS BUDGET	10,102,283	2,864,596	6,717,191	9,256,126	37.8	
* NET BUDGET	10,102,283	2,864,596	6,717,191	9,256,126	37.8	
APPROPRIATION FOR CONTINGENCY	0	0	0	11,793	***	
INCREASE IN OBLIGATED F/B	0	0	5,000	5,000	.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	10,102,283	2,864,596	6,722,191	9,272,919	37.9	
OTHER REVENUES						
USER PAY REVENUES	606,500	152,634	565,567	921,629	63.0	
GOVERNMENTAL REVENUES	7,064,922	3,690,564	3,837,095	5,656,569	47.4	
GENERAL REVENUES	1,154,258	922,162	1,013,473	959,500	5.3-	
OTHER FINANCING SOURCES	8,621	0	0	0	.0	
CANCELLATION OF OBLIGATED F/B	0	0	1,306,056	1,735,221	32.9	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	8,834,301	4,765,360	6,722,191	9,272,919	37.9	
* UNREIMBURSED COSTS	1,267,982	1,900,764-	0	0	.0	
ALLOCATED POSITIONS	30.00	26.60	26.60	26.60	.0	

Purpose

The Road Fund budget unit is managed by the Development Services Department and includes the Road Maintenance, Engineering, and Capital Improvement programs. The Fund provides resources to perform the inspection and maintenance of approximately 760 miles of County roads, bike and pedestrian ways, 97 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 road work 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 Annual Road Plan is 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.

Development Services Department Road Fund (3-100)

Danelle Stylos, Director

Major Budget Changes

Salaries & Benefits

- \$69,190 General increase due to negotiated salaries and benefits

Services & Supplies

- \$2,539,508 Increase in Professional/Specialized Services due to Capital Improvement projects (Program 45) identified in the County Road Plan for bridges and road projects
- (\$50,000) Decrease in Special Department Expense-Paving Materials (Program 45) due to reduced roadway preparation for contract rehab road work

Other Charges

- (\$360,396) Decrease in Interfund Development Services Administration - Road reflecting services provided to the Road Division from the Engineering Services (1-920) budget unit being moved to Development Services Administration (2-721) budget unit
- \$497,727 Increase in Interfund Development Services Administration reflecting services provided by the Development Services Administration budget unit

Capital Assets

- \$200,000 Replacement Water Truck
- \$35,000 Replacement Utility Bed Truck
- \$30,000 Replacement ¾ Ton Truck
- \$12,700 Replacement Plotter/Printer

Revenues

- \$466,679 Increase in Contributions from Non-Governmental Agencies due to Sacramento Area Council of Governments (SACOG) program grants
- (\$102,617) Decrease in Interfund Miscellaneous Non-Road revenue due to completion of bridge design project
- \$588,201 Increase in Federal Bridge Replacement Program revenue due to new Federal projects
- \$746,370 Increase in Federal Other Aid due to new Federal projects for road safety improvements
- \$444,456 Increase in State Funding due to increase in State Highway Taxes 2103

Program Discussion

The Road Fund budget unit contains three programs that provide distinct services and purposes: Road Maintenance Program (43),

Development Services Department

Road Fund (3-100)

Danelle Stylos, Director

Road Engineering Program (44), and Road Capital Program (45).

The Road Fund budget has 26.6 authorized positions with 19.6 filled and 7 unfunded positions. Due to increasing recurring costs, with minimal increases in annual recurring revenues, the seven vacant positions are maintained in an unfunded status. The mission and 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; and
- Signage and markings installation and maintenance

The Assistant Director of Development Services - Public Works is allocated 0.6 FTE to this budget unit. Engineering staff time is reflected in the Interfund charges to this program. This program continues to reflect the revenues associated with engineering services.

The Capital Program of the Road Fund contains the major road and bridge repairs and improvements 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 \$9,272,919, which is an increase of \$2,550,728 (37.9%) compared to FY 2013-14. The Road budget unit does not receive any funding support from the General Fund.

Capital Assets are recommended at \$277,700 to purchase the following items:

- \$200,000 Replacement Water Truck
- \$35,000 Replacement Utility Bed Truck
- \$30,000 Replacement ¾ Ton Truck
- \$12,700 Replacement Plotter/Printer

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 2014-15 Recommended Budget includes the following major projects as described in the adopted FY 2014-15 Road Plan (attached):

- Micro-Surfacing for \$373,800 (Budgeted \$400,000)
 - Reclamation Road from Tisdale Road to Pelger Rd \$182,000
 - Reclamation Road from Pelger Road to Kirksville Road \$115,150
 - Reclamation Road from Kirksville Road to SR 113 \$76,650

Development Services Department

Road Fund (3-100)

Danelle Stylos, Director

- Grading/Paving \$80,000 (Budgeted \$80,000)
 - Various ADA Sidewalk Reconstruction
- 2" Contract Overlay \$874,375 (Budgeted \$875,000)
 - Kirksville Road from Sacramento Avenue to SR 113 - \$716,042
 - West Catlett Road from 4000' W. SR 99 to SR 99 - \$158,333

Interfund Development Services-Administration Services and Interfund Development Services-Road expenses were separated into two accounts. The total recommendation is \$757,727, which is an increase of \$99,296 (13%) compared to FY 2013-14. The administrative and road Interfund charges include engineering, accounting and management staff time spent in support of the Road Division.

Interfund Miscellaneous Non-Road revenues are recommended at \$31,950, a decrease of \$102,617. The revenue reflects charges to other budget units for administrative, engineering, weed control, and maintenance work performed by staff in the Road Division.

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 road work 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 \$730,000 for FY 2014-15.

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 counties and is being considered for elimination by the State.

Use of Fund Balance

The Road Fund contains the following Restricted Fund Balance accounts with current (July 1, 2013) and projected (July 1, 2014) fund balances:

- Non-spendable Imprest Cash (Petty Cash)
 - Current \$500
 - Projected \$500
- Non-spendable Inventory
 - Current \$102,171
 - Projected \$102,171
- Restricted - 5th Street Bridge Maintenance
 - Current \$106,081
 - Projected \$111,081

Development Services Department Road Fund (3-100)

Danelle Stylos, Director

- Restricted – FEMA/OES
 - Current \$70,000
 - Projected \$70,000

- Restricted Fund Balance
 - Current \$5,313,486
 - Projected \$3,616,450

It is recommended that the Restricted - 5th Street Bridge Maintenance fund balance be increased by \$5,000 in FY 2014-15 leaving an estimated June 30, 2015 ending balance of \$116,081. 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 2014-15 Recommended Budget includes a cancellation of Restricted Fund Balance (Program 43-Road Maintenance decrease \$547,957), (Program 44-Road Engineer decrease \$202,856) (Program 45-Capital Improvement decrease \$984,408) for a total decrease of \$1,735,221, leaving an estimated ending balance of \$3,578,265.

No increases or decreases are recommended for FY 2014-15 in the Non-Spendable Imprest Cash or Restricted-FEMA/OES fund balances. The Non-Spendable Inventory is adjusted at year end to actual.

Development Services Department
 Road Fund (3-100)

Danelle Stylos, Director

FY 2014-15 ROAD PLAN													SEALS		PAVING
1/6/2014											\$39,000	\$35,000	\$250,000		
LINE	SUP. DIST.	PCI	ADT	AC LOCAL RES	STREET NAME	TOWN	FROM	TO	LENGTH (mile)	WIDTH (ft)	GRADING / PAVING	CHIP SEAL	MICRO-SURFACING	2" CONTRACT OVERLAY	
OVERLAYS - SPRING 2015															
1	5	17	363	RMNC	KIRKSVILLE RD.		SACRAMENTO AVE.	SR 113	3.44	20				\$716,042	
2	5	11	128	RMNC	WEST CATLETT RD.		4000' W. SR99	SR99	0.76	20				\$158,333	
SEALS - SPRING 2015															
3	5	56	956	MJC	RECLAMATION RD.		TISDALE ROAD	PELGER RD.	5.20	24			\$182,000		
4	5	79	956	MJC	RECLAMATION RD.		PELGER RD.	KIRKSVILLE RD.	3.29	24			\$115,150		
5	5	51	956	MJC	RECLAMATION RD.		KIRKSVILLE RD.	SR 113	2.19	24			\$76,650		
6					VARIOUS ADA SIDEWALK RECONSTRUCTION							80,000			
									TOTAL MILES: 14.88		miles				
											Estimate:	\$80,000	\$0	\$373,800	\$874,375
											Plan Estimate:	\$80,000	\$373,800	\$874,375	
											Budget:	\$ 80,000	\$400,000	\$875,000	
											Inspection and Testing:		\$67,511		
											Grand Total for Road Plan:		\$1,395,686		

Development Services Department Transportation Development (3-300)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: TRANSPORTATION DEVELOPMENT		FUND: GENERAL		0001 3-300	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
OTHER CHARGES	129,199	80,458	150,000	106,469	29.0-	
* GROSS BUDGET	129,199	80,458	150,000	106,469	29.0-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	129,199	80,458	150,000	106,469	29.0-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	129,199	69,051	150,000	106,469	29.0-	
TOTAL OTHER REVENUES	129,199	69,051	150,000	106,469	29.0-	
* UNREIMBURSED COSTS	0	11,407	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

This budget unit finances the County's portion of the Yuba-Sutter Transit Authority (YSTA) for the residents of the unincorporated area of Sutter County. Funding 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

- (\$43,531) Decrease in Contribution to Other Agencies reflecting reduced revenue

Revenues

- (\$43,531) Decrease in Transportation Tax revenue

Recommended Budget

This budget unit is recommended at \$106,469, which is a decrease of \$43,531 (29%) compared to FY 2013-14. This budget unit does not receive any funding from the General Fund. Funding for this program comes from the County's share of the Local Transportation Fund (LTF) and is used to fund unmet transit needs as required by State law.

Use of 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)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS	UNIT: CO CONSOLIDATED ST LIGHT DIST		FUND: CO CONSOLIDATED ST LIGHT DIST		0340 0-340
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
SERVICES AND SUPPLIES	30,757	24,845	38,460	38,460	.0
OTHER CHARGES	9,517	348	2,458	13,598	453.2
* GROSS BUDGET	40,274	25,193	40,918	52,058	27.2
* NET BUDGET	40,274	25,193	40,918	52,058	27.2
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	35,132	13,546	61.4-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	40,274	25,193	76,050	65,604	13.7-
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	772	368	800	800	.0
GENERAL REVENUES	81,855	41,478	75,250	64,804	13.9-
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	82,627	41,846	76,050	65,604	13.7-
* UNREIMBURSED COSTS	42,353-	16,653-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

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

The 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

Other Charges

- \$12,399 Increase in Interfund DS Administration Services for Development Services Administration costs

Program Discussion

The County Consolidated Street Lighting District consolidates over 40 smaller benefit areas and finances the maintenance and operation of street lights 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.

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

Danelle Stylos, Director

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. In October of 2012, \$798,040, the calculated amount of the fund balance attributed to the portion of the District that had been annexed to the City of Yuba City, was transferred to the City. 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 provide, maintain, and power the streetlights located in the District.

Recommended Budget

This budget is recommended at \$65,604, which is a decrease of \$10,446 (13.7%) compared to FY 2013-14. 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 \$1,291,828 as of July 1, 2013. It is estimated the Restricted Fund Balance will equal \$1,326,960 at July 1, 2014.

The FY 2014-15 Recommended Budget includes an increase to Restricted Fund Balance in the amount of \$13,546, leaving a Restricted Fund Balance of \$1,340,506.

Development Services Department

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

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS		UNIT: ROYO RANCHERO CNSTRCT-LO CANAL FUND: ROYO RANCHERO CNSTRCT-LO CANAL 0389 0-389			
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
* GROSS BUDGET	0	0	0	0	.0
* NET BUDGET	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	850	380	55.3-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	850	380	55.3-
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	737	259	850	380	55.3-
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	737	259	850	380	55.3-
* UNREIMBURSED COSTS	737-	259-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

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

Major Budget Changes

There are no major budget changes for FY 2014-15.

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.

Recommended Budget

This budget is recommended at \$380, which is a decrease of \$470 (55.3%) compared to FY 2013-14. The General Fund does not provide any financing for this budget unit.

Use of Fund Balance

The Royo Ranchero Construction-Live Oak Canal fund contains a Restricted Fund Balance in the amount of \$41,389 as of July 1, 2013. It is estimated the Restricted Fund Balance will equal \$42,239 at July 1, 2014. The FY 2014-15 Recommended Budget includes an increase in Obligated Fund Balance in the amount of \$380, leaving a Restricted Fund Balance of \$42,619.

Development Services Department Royo Ranchero Construction (0-397)

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS	UNIT: ROYO RANCHERO CONSTRUCTION		FUND: ROYO RANCHERO CONSTRUCTION		0397 0-397
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
* GROSS BUDGET	0	0	0	0	.0
* NET BUDGET	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	520	221	57.5-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	520	221	57.5-
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	432	152	520	221	57.5-
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	432	152	520	221	57.5-
* UNREIMBURSED COSTS	432-	152-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

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

The Development Services Department prepares and manages this budget.

Major Budget Changes

There are no major budget changes for FY 2014-15.

Program Discussion

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

Recommended Budget

This budget is recommended at \$221, which is a decrease of \$299 (57.5%) compared to FY 2013-14. The General Fund does not provide any financing for this budget unit.

Use of Fund Balance

The Royo Ranchero Construction fund contains a Restricted Fund Balance in the amount of \$24,295 as of July 1, 2013. It is estimated the Restricted Fund Balance will be \$24,815 on July 1, 2014.

The FY 2014-15 Recommended Budget contains an increase in Obligated Fund Balance of \$221, leaving a Restricted Fund Balance of \$25,036.

Development Services Department

Danelle Stylos, Director

Urban Area Residential Street Lighting District (3-000)

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS		UNIT: URBAN AREA RESIDENT ST LIGHTNG FUND: URBAN AREA RESIDENT ST LIGHTNG 3000 3-000			
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
SERVICES AND SUPPLIES	14,152	12,040	17,264	18,264	5.8
OTHER CHARGES	3,898	166	3,776	13,488	257.2
* GROSS BUDGET	18,050	12,206	21,040	31,752	50.9
* NET BUDGET	18,050	12,206	21,040	31,752	50.9
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	4,059	0	100.0-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	18,050	12,206	25,099	31,752	26.5
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	23,481	11,967	25,099	21,002	16.3-
CANCELLATION OF OBLIGATED F/B	0	0	0	10,750	***
GENERAL REVENUES	0	0	0	0	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	23,481	11,967	25,099	31,752	26.5
* UNREIMBURSED COSTS	5,431-	239	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The Urban Area Residential Street Lighting District is responsible for the operation and maintenance of streetlights within the District. The Development Services Department is responsible for the management of this budget unit and 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 may be adjusted within the cap if necessary within the provisions of Proposition 218.

Major Budget Changes

Other Charges

- \$12,399 Increase in Interfund DS Administration Services for Development Services Administration costs

The District includes eight subdivisions: three in the community of Sutter, two 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.

On-going expenses are for utilities, repairs, and staff administration. Staff expenses include efforts to incorporate lighting data into the County's Geographic Information System (GIS).

Recommended Budget

This budget is recommended at \$31,752, which is an increase of \$6,653 (26.5%) compared to FY 2013-14. 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 \$312,852 as of July 1, 2013. It is estimated the Restricted Fund Balance will be \$316,911 on July 1, 2014.

The FY 2014-15 Recommended Budget includes a cancellation of Restricted Fund Balance in the amount of \$10,750 leaving a Restricted Fund Balance of \$306,161.

Development Services Department Water Resources (1-922)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: WATER RESOURCES		FUND: GENERAL		0001 1-922	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	415,183	358,518	473,880	528,681	11.6	
SERVICES AND SUPPLIES	28,054	13,686	70,910	62,645	11.7-	
OTHER CHARGES	83,045	9,362	66,093	59,255	10.3-	
* GROSS BUDGET	526,282	381,566	610,883	650,581	6.5	
INTRAFUND TRANSFERS	122,813	2,030	104,946	164,836	57.1	
* NET BUDGET	649,095	383,596	715,829	815,417	13.9	
OTHER REVENUES						
USER PAY REVENUES	496,073	20,203	478,875	383,018	20.0-	
GOVERNMENTAL REVENUES	62,103	0	0	0	.0	
TOTAL OTHER REVENUES	558,176	20,203	478,875	383,018	20.0-	
* UNREIMBURSED COSTS	90,919	363,393	236,954	432,399	82.5	
ALLOCATED POSITIONS	5.00	5.20	5.20	5.20	.0	

Purpose

Water Resources 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 stormwater 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

- \$146,475 Increase due to recommended reassignment of one Associate Civil Engineer position allocation from the Engineering Services (1-920) budget unit for FY 2014-15
- (\$100,442) Decrease due to transfer of Water and Wastewater System Operator position to the newly created Water/Wastewater Facilities budget unit (1-702)

Intrafund Transfers

- \$60,652 Increase in Intrafund Administration Services reflecting the distribution of Development Services Administration costs

Revenues

- (\$89,917) Decrease in Contribution from Other Agency related to transfer of Water and Wastewater System Operator position

Program Discussion

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

Division staff perform the following duties:

- Floodplain management;
- Managing a joint urban area NPDES storm water permit with Yuba City;
- Planning and coordinating drainage improvements, including new development reviews;
- Implementing the County's groundwater management plans;
- Participating in integrated regional water management activities; and
- Coordinating selected flood control issues.

In support of the County's Community Rating System (CRS) program, the Water Resources staff participates 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 WWD1 in the town of Robbins is required by new Federal Standards. In FY 2012-13, Water Resources staff spent considerable time executing a grant for the Robbins Arsenic Remediation Feasibility Study. Once the Feasibility study is complete, future efforts will be concentrated on obtaining a construction grant for the new well and treatment plant for WWD1. In FY 2013-14, staff prepared and submitted a grant application for additional wastewater facility improvements and a grant application for a feasibility study including the inspection of water mains for leaks and the development of plans and specifications to install water meters.

In FY 2011-12, an Associate Civil Engineer Position was eliminated. It is requested an Associate Civil Engineer position be reassigned from the Engineering Services budget unit during FY 2014-15 due to the increase in responsibilities that has evolved since the position was eliminated. Many critical projects, some of which are funded by non-General Fund sources, require management by a licensed engineer. These projects include:

- Sutter Community Drainage
- Bridge/culvert crossing engineering
- Consolidation of Benefit Zones
- Sutter Point water/wastewater development
- National Pollution Discharge Elimination System (NPDES) Permit activity
- Yuba City Drainage Basin Study
- West Yuba City Drainage Plan

Recommended Budget

This budget unit is recommended at \$815,417, which is an increase of \$99,588 (13.9%) compared to FY 2013-14. The General Fund provides 53.0% of the financing for this budget unit and is increased by \$195,445 (82.5%) for FY 2014-15. This increase is primarily related to the recommended reassignment of an Associate Civil Engineer position allocation from the Engineering Services budget unit (1-920) to this budget unit. An experienced civil engineer will be assigned to this position.

The Water and Wastewater System Operator position is recommended to be transferred to the Water/Wastewater Facilities (1-701) budget unit. This position is a maintenance position and current duties are better reflected in General Services, which manages the Building Maintenance Division. A portion of the position will assist the Building Maintenance Division (1-700) with duties as assigned. Therefore, there is no change to the Water Resources position allocation schedule.

Approximately 80% of the funding for services provided under the Water Resources Engineering program is provided by the General Fund. The remainder is provided through a combination of reimbursements from SCWA, WWD1 and Rio Ramaza.

The Maintenance program has 2.0 FTE funded staff positions. In FY 2010-11, a Public Works Equipment Operator position was defunded and remains vacant and unfunded. The Road Department (3-100) budget unit provides labor and equipment to maintain collection ditches, inlets, storm drains,

pumping stations, open channel conveyances, and maintenance of the Live Oak Canal.

The General Fund provides 11.6% of the funding for services provided under the Maintenance program. The remainder is provided through a combination of reimbursements from the SCWA Zones of Benefit and the Road Fund.

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)

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: FLOOD CONTROL		FUND: GENERAL		0001 1-923	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SERVICES AND SUPPLIES	47,510	22,618	578,200	178,200	69.2-	
* GROSS BUDGET	47,510	22,618	578,200	178,200	69.2-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	47,510	22,618	578,200	178,200	69.2-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	96,844	0	548,000	148,000	73.0-	
TOTAL OTHER REVENUES	96,844	0	548,000	148,000	73.0-	
* UNREIMBURSED COSTS	49,334-	22,618	30,200	30,200	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Purpose

The primary function of this budget unit is to appropriate the funding to support flood control efforts in Sutter County. The majority of expenditures in this unit are to support the Sutter-Butte Flood Control Agency (SBFCA) and to provide payments to support activities for Federal advocacy efforts to obtain funding for levee and flood control improvements.

Major Budget Changes

Services & Supplies

- (\$400,000) Decrease in Special Departmental Expenses (Flood) reflecting FY 2014-15 funding for the United States Army Corps of Engineers Feasibility Study

Revenues

- (\$400,000) Decrease in estimated State Grant reflecting FY 2014-15 funding for the United States Army Corps of Engineers Feasibility Study

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.

SBFCA was formed by the Sutter-Butte Joint Exercise of Powers Agreement (JPA) for the purpose of jointly exercising the powers of its members to provide flood control and protection. In December of 2007, Sutter County, Sutter County Water Agency, Butte County, Yuba City, City of Live Oak, City of Biggs, City of Gridley, Levee District 1, and Levee District 9 signed a JPA establishing 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 proposition 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. The FY 2014-15 Proposition 13 funding contribution is estimated at \$148,000. These funds are received by the County and are passed through (reimbursed) to SBFCA to fund the feasibility study.

This budget unit also appropriates funding 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 \$178,200, which is a decrease of \$400,000 (69.2%) compared to FY 2013-14. The General Fund provides 16.9% of the financing for this budget unit and is the same as FY 2013-14.

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 FY 2014-15. The recommended budget does not include an increase to this Committed Fund Balance account.

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

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD: DANELLE STYLOS	UNIT: SUTTER COUNTY WATER AGENCY		FUND: SUTTER COUNTY WATER AGENCY		0320 0-320
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
SERVICES AND SUPPLIES	0	8,085	0	0	.0
OTHER CHARGES	239,125	48	131,408	126,035	4.1-
* GROSS BUDGET	239,125	8,133	131,408	126,035	4.1-
* NET BUDGET	239,125	8,133	131,408	126,035	4.1-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	7,202	11,315	57.1
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	239,125	8,133	138,610	137,350	.9-
OTHER REVENUES					
USER PAY REVENUES	112,057	301,811	2,000	2,000	.0
GOVERNMENTAL REVENUES	1,871	887	1,800	1,800	.0
GENERAL REVENUES	130,322	78,627	134,810	133,550	.9-
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	244,250	381,325	138,610	137,350	.9-
* UNREIMBURSED COSTS	5,125-	373,192-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Purpose

The Sutter County Water Agency (SCWA) was created by the Sutter County Water Agency Act of the California State Legislature, as described in Chapter 86 of the California State Water Code 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; and
- 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

Other Charges

- (\$5,360) Decrease in Interfund Water Resources for Live Oak Canal maintenance work

Revenues

- (\$1,260) Decrease in revenue from Assessments from Zones 4 thru 8 for Live Oak Canal maintenance work

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 0331. 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 expensed in the Water Resources (1-922) budget unit. Personnel, supplies, and equipment costs for the engineering staff performing water resources management and floodplain management tasks are funded within the Water Resources budget unit and

charged to this budget unit through the Interfund Water Resources account.

With the creation of the Live Oak Canal Operations and Maintenance Fund for FY 2013-14, the maintenance revenues and expenses for the Live Oak Canal no longer pass through this fund.

Recommended Budget

This budget is recommended at \$137,350, which is a decrease of \$1,260 (0.9%) compared to FY 2013-14. 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 \$128,350 as of July 1, 2013. It is estimated the Restricted Fund Balance will equal \$135,551 at July 1, 2014.

The FY 2014-15 Recommended Budget includes an Increase in Obligated Fund Balance of \$11,315, leaving an estimated balance of \$146,866.

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

Danelle Stylos, Director

EXECUTIVE SUMMARY					
DEPT HEAD:	UNIT: LO CANAL OPERATIONS & MAINTENC FUND: LO CANAL OPERATIONS & MAINTENC 0321 0-321				
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
OTHER CHARGES	0	0	114,025	114,025	.0
* GROSS BUDGET	0	0	114,025	114,025	.0
* NET BUDGET	0	0	114,025	114,025	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	0	950	***
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	0	0	114,025	114,975	.8
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	0	67,332	114,025	114,975	.8
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	0	67,332	114,025	114,975	.8
* UNREIMBURSED COSTS	0	67,332-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.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 assessments were 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 of 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 capital funds derived from drainage connection, or impact fees, collected for new development impacts, which will remain in each individual zone fund, from the operations and maintenance funds. The operations and maintenance assessments can then be transferred as needed 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 Zones 4 through 8.

Major Budget Changes

There are no major budget changes in FY 2014-15.

Program Discussion

The Live Oak Canal Operations fund currently has no assigned staff and its functions are performed by County positions allocated in the Water Resources budget unit (1-922). Personnel, supplies, and equipment costs for the operation and maintenance tasks are funded within the Water Resources budget unit and charged to this budget unit through the Interfund Water Resources 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 \$114,975, an increase of \$950 (0.8%) compared to FY 2013-14. 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 does not contain any fund balance amounts for FY 2013-14. The recommended budgeted includes an Increase in Obligated Fund Balance in the amount of \$950.

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

**** 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 2014-15.

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.

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

Recommended Budget

These budgets are recommended as follows:

- Zone 2 (0-324): \$250
- Zone 11 (0-332): \$1,150
- Zone 12 (0-333): \$22
- Zone 13 (0-334): \$680

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

- Zone 2 (0-324)
 - Increase \$249
 - Balance \$28,326
- Zone 11 (0-332)
 - Increase \$1,101
 - Balance \$127,936
- Zone 12 (0-333)
 - Increase \$21
 - Balance \$2,434
- Zone 13 (0-334)
 - Increase \$679
 - Balance \$76,543

Use of Fund Balance

Each of the budget units contains a Restricted Fund Balance with the following current (July 1, 2013) and projected (July 1, 2014) fund balances:

- Zone 2 (0-324)
 - Current \$27,527
 - Projected \$28,077
- Zone 11 (0-332)
 - Current \$123,423
 - Projected \$126,787
- Zone 12 (0-333)
 - Current \$2,372
 - Projected \$2,413
- Zone 13 (0-334)
 - Current \$74,555
 - Projected \$75,864

The FY 2014-15 Recommended Budget includes the following increases in Obligated Fund Balances and estimated ending balances.

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

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #2		FUND: COUNTY WATER ZONE #2		0324 0-324	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
OTHER CHARGES	0	1	1	1	.0	
* GROSS BUDGET	0	1	1	1	.0	
* NET BUDGET	0	1	1	1	.0	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	550	249	54.7-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	0	1	551	250	54.6-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	490	172	551	250	54.6-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	490	172	551	250	54.6-	
* UNREIMBURSED COSTS	490-	171-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

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

Danelle Stylos, Director

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #11	FUND: COUNTY WATER ZONE #11			0332 0-332	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
OTHER CHARGES	0	1	1	49	4,800.0	
* GROSS BUDGET	0	1	1	49	4,800.0	
* NET BUDGET	0	1	1	49	4,800.0	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	3,364	1,101	67.3-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	0	1	3,365	1,150	65.8-	
OTHER REVENUES						
USER PAY REVENUES	0	0	1,200	0	100.0-	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	2,197	772	2,165	1,150	46.9-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	2,197	772	3,365	1,150	65.8-	
* UNREIMBURSED COSTS	2,197-	771-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

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

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #12	FUND: COUNTY WATER ZONE #12			0333 0-333	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
OTHER CHARGES	0	1	1	1	.0	
* GROSS BUDGET	0	1	1	1	.0	
* NET BUDGET	0	1	1	1	.0	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	41	21	48.8-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	0	1	42	22	47.6-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	42	15	42	22	47.6-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	42	15	42	22	47.6-	
* UNREIMBURSED COSTS	42-	14-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

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

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #13		FUND: COUNTY WATER ZONE #13		0334 0-334	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
OTHER CHARGES	0	1	1	1	.0	
* GROSS BUDGET	0	1	1	1	.0	
* NET BUDGET	0	1	1	1	.0	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	1,309	679	48.1-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	0	1	1,310	680	48.1-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	1,327	466	1,310	680	48.1-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	1,327	466	1,310	680	48.1-	
* UNREIMBURSED COSTS	1,327-	465-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.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

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

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feet main pipeline along the south side 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

Services & Supplies

- \$15,392 Increase in Professional Services for Zones 4 and 7.

Other Charges

- (\$43,662) Decrease in Interfund Miscellaneous Non-Road in Zone 4 (\$32,749) and Zone 7 (\$10,913) due to no projects being planned for FY 2014-15
- (\$\$8,193) Decrease in Interfund PW Admin in Zone 4 (\$7,083) and Zone 7 (\$1,110)
- \$1,405 Increase in Interfund Administration Miscellaneous Departments in Zone 8

Revenues

- (\$19,545) Decrease in revenues due to interest earned in Zones 4-8

- \$44,000 Increase in New Construction Drainage Fees for Zone 6

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

These budget units are recommended as follows:

- Fund 326-Zone 4 \$11,180
- Fund 327-Zone 5 \$5,000
- Fund 328-Zone 6 \$48,600
- Fund 329-Zone 7 \$8,757
- Fund 330-Zone 8 \$12,337

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 current (July 1, 2013) and projected (July 1, 2014) fund balances.

- Fund 326-Zone 4
 - Current \$311,611
 - Projected \$244,839

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Danelle Stylos, Director

- Fund 327-Zone 5
 - Current \$695,027
 - Projected \$702,592

- Fund 328-Zone 6
 - Current \$518,040
 - Projected \$527,357

- Fund 329-Zone 7
 - Current \$235,659
 - Projected \$218,908

- Fund 330-Zone 8
 - Current \$21,095
 - Projected \$21,095

The FY 2014-15 Recommended Budget includes the following increases or cancellations in Obligated Fund Balances and estimated ending balances.

- Fund 326-Zone 4
 - Cancellation \$8,975
 - Balance \$237,534

- Fund 327-Zone 5
 - Increase \$1,511
 - Balance \$705,887

- Fund 328-Zone 6
 - Increase \$43,912
 - Balance \$571,201

- Fund 329-Zone 7
 - Cancellation \$6,107
 - Balance \$212,872

- Fund 330-Zone 8
 - Cancellation \$12,157
 - Balance \$8,933

Development Services Department

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

E X E C U T I V E S U M M A R Y						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #4		FUND: COUNTY WATER ZONE #4		0326 0-326	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SERVICES AND SUPPLIES	7,875	0	4,185	6,768	61.7	
OTHER CHARGES	34,149	14	41,996	4,412	89.5-	
CAPITAL ASSETS	0	504	26,391	0	100.0-	
* GROSS BUDGET	42,024	518	72,572	11,180	84.6-	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	42,024	518	72,572	11,180	84.6-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	42,024	518	72,572	11,180	84.6-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	36,052	1,947	5,800	2,205	62.0-	
CANCELLATION OF OBLIGATED F/B	0	0	66,772	8,975	86.6-	
GENERAL REVENUES	0	0	0	0	.0	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	36,052	1,947	72,572	11,180	84.6-	
* UNREIMBURSED COSTS	5,972	1,429-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Development Services Department

Danelle Stylos, Director

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

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #5		FUND: COUNTY WATER ZONE #5		0327 0-327	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SERVICES AND SUPPLIES	1,543	0	5,069	1,505	70.3-	
OTHER CHARGES	14,368	6	366	1,984	442.1	
* GROSS BUDGET	15,911	6	5,435	3,489	35.8-	
* NET BUDGET	15,911	6	5,435	3,489	35.8-	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASE IN OBLIGATED F/B	0	0	7,565	1,511	80.0-	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	15,911	6	13,000	5,000	61.5-	
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	26,865	4,347	13,000	5,000	61.5-	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	26,865	4,347	13,000	5,000	61.5-	
* UNREIMBURSED COSTS	10,954-	4,341-	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

Development Services Department

Danelle Stylos, Director

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

E X E C U T I V E S U M M A R Y					
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #6		FUND: COUNTY WATER ZONE #6		0328 0-328
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
SERVICES AND SUPPLIES	287	0	942	4,150	340.6
OTHER CHARGES	22,660	71	141	538	281.6
* GROSS BUDGET	22,947	71	1,083	4,688	332.9
* NET BUDGET	22,947	71	1,083	4,688	332.9
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	9,317	43,912	371.3
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	22,947	71	10,400	48,600	367.3
OTHER REVENUES					
USER PAY REVENUES	767	0	0	44,000	***
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	31,961	3,240	10,400	4,600	55.8-
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	32,728	3,240	10,400	48,600	367.3
* UNREIMBURSED COSTS	9,781-	3,169-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

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

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y					
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #7		FUND: COUNTY WATER ZONE #7		0329 0-329
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
SERVICES AND SUPPLIES	1,722	0	5,415	7,685	41.9
OTHER CHARGES	27,232	9	13,357	1,072	92.0-
CAPITAL ASSETS	0	2,132	2,778	0	100.0-
* GROSS BUDGET	28,954	2,141	21,550	8,757	59.4-
INTRAFUND TRANSFERS	0	0	0	0	.0
* NET BUDGET	28,954	2,141	21,550	8,757	59.4-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	28,954	2,141	21,550	8,757	59.4-
OTHER REVENUES					
USER PAY REVENUES	900	0	500	500	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	31,389	1,466	4,300	2,150	50.0-
CANCELLATION OF OBLIGATED F/B	0	0	16,750	6,107	63.5-
GENERAL REVENUES	0	0	0	0	.0
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILAABLE FINANCING	32,289	1,466	21,550	8,757	59.4-
* UNREIMBURSED COSTS	3,335-	675	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.0

Development Services Department

Danelle Stylos, Director

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

EXECUTIVE SUMMARY						
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #8	FUND: COUNTY WATER ZONE #8			0330 0-330	
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14	
EXPENDITURES						
SERVICES AND SUPPLIES	4,305	0	0	10,892	***	
OTHER CHARGES	13,781	6,230	63	1,445	2,193.7	
* GROSS BUDGET	18,086	6,230	63	12,337	19,482.5	
INTRAFUND TRANSFERS	0	0	0	0	.0	
* NET BUDGET	18,086	6,230	63	12,337	19,482.5	
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0	
INCREASES IN RESERVES	0	0	0	0	.0	
* TOTAL BUDGET	18,086	6,230	63	12,337	19,482.5	
OTHER REVENUES						
USER PAY REVENUES	11,494	3,278	0	0	.0	
GOVERNMENTAL REVENUES	0	0	0	0	.0	
GENERAL REVENUES	14,242	184	63	180	185.7	
CANCELLATION OF OBLIGATED F/B	0	0	0	12,157	***	
GENERAL REVENUES	0	0	0	0	.0	
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0	
TOTAL AVAILABLE FINANCING	25,736	3,462	63	12,337	19,482.5	
* UNREIMBURSED COSTS	7,650-	2,768	0	0	.0	
ALLOCATED POSITIONS	.00	.00	.00	.00	.0	

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

Danelle Stylos, Director

E X E C U T I V E S U M M A R Y					
DEPT HEAD: DANELLE STYLOS	UNIT: COUNTY WATER ZONE #9	FUND: COUNTY WATER ZONE #9			0331 0-331
	ACTUAL EXPENDITURE 2012-13	ACTUAL EXPENDITURE 4-30-14	ADOPTED BUDGET 2013-14	CAO RECOMMEND 2014-15	% CHANGE OVER 2013-14
EXPENDITURES					
OTHER CHARGES	1,174	2	1,502	1,562	4.0
* GROSS BUDGET	1,174	2	1,502	1,562	4.0
* NET BUDGET	1,174	2	1,502	1,562	4.0
APPROPRIATION FOR CONTINGENCY	0	0	0	0	.0
INCREASE IN OBLIGATED F/B	0	0	4,118	3,998	2.9-
INCREASES IN RESERVES	0	0	0	0	.0
* TOTAL BUDGET	1,174	2	5,620	5,560	1.1-
OTHER REVENUES					
USER PAY REVENUES	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	.0
GENERAL REVENUES	5,538	2,887	5,620	5,560	1.1-
AVAILABLE FUND BALANCE 7/1	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	5,538	2,887	5,620	5,560	1.1-
* UNREIMBURSED COSTS	4,364-	2,885-	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.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.

No connection/capital impact fees are collected within the zone.

Major Budget Changes

There are no major budget changes for FY 2014-15.

Program Discussion

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

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

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

Danelle Stylos, Director

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

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 \$5,560, which is a decrease of \$60 (1.1%) compared to FY 2013-14. 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 \$17,539 as of July 1, 2013. It is estimated the Committed Fund Balance will equal \$21,657 at July 1, 2014.

The FY 2014-15 Recommended Budget includes an increase in Obligated Fund Balance in the amount of \$3,998 leaving an estimated ending balance of \$25,655.

Development Services Department *Waterworks District No. 1 Board of Directors* Waterworks District #1 (4-400)

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, 41 million gallons of water per year. The wastewater system servicing the community is comprised of a Septic Tank Effluent Pumping (STEP) system, pressurized collection lines, and a recirculating gravel filter treatment plant. The wastewater system treats, on average, 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 ex-officio Board of Directors of the District.

This budget is prepared and administered by the Water Resources Division of the Development Services Department. This

budget unit operates as a separate enterprise fund and reflects the cost of operating and maintaining the water system and wastewater system at the Town of Robbins.

Major Budget Changes

Expenses

- (\$36,300) Decrease in Professional /Specialized Services
- \$3,900 Increase in Utilities

Revenues

- \$23,000 Increase in user fee revenue due to an approved increase in water service rates
- (\$205,008) Decrease in State grant

Program Discussion

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

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

Development Services Department *Waterworks District No. 1 Board of Directors* Waterworks District #1 (4-400)

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

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

Recommended Budget

The FY 2014-15 recommended budget for Waterworks District No. 1 totals \$244,191 for the water system (01) and \$256,993 for the Wastewater Service (02). The budget reflects the total expenditures associated with Operations & Maintenance, Structure Improvements, and Depreciation Expense.

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 update the water

treatment plant. The FY 2012-13 budget that was 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 that includes arsenic removal technologies. Most major budget changes reflect the ongoing staff efforts and receipt of State grant income associated with this feasibility study.

In January 2013, a new wastewater fee of \$73.50 per Equivalent Dwelling Unit (EDU) was adopted by the District Board of Directors in an effort 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 July 1, 2013. 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.

Budgeted operating revenues do not include enough revenue to meet 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.

Currently, the District is in the process of procuring grant funding for a number of wastewater collection and treatment improvements, plus grant funding for the water main leak detection and installation of water meters. The District will soon be applying for grant funding to construct a new water treatment plant that includes arsenic removal.

Development Services Department *Waterworks District No. 1 Board of Directors*

Waterworks District #1 (4-400)

While the Water Service Program (01) and Wastewater Service Program (02) expects ongoing revenue to cover all ongoing expenses, total revenues for the District are not expected to cover all ongoing operations and maintenance expenditures including depreciation expense in FY 2014-15, resulting in a projected deficit of \$253,956 for the fiscal year. This is in addition to prior deficits, which were considered in February of 2011 when the Sutter County Board of Supervisors approved an “interim” loan from the General Fund to the District. The loan was approved up to a maximum of \$670,000 and for the period of 18 months. When approved, it was anticipated that prior to the end of the 18 month term of the loan, the District would refinance the loan, request the forgiveness of all or a portion of the loan, or otherwise repay the loan. These options will need to be considered by the District in the coming fiscal year.

Use of Fund Balance

This fund contains a Net Asset Balance in the amount of (\$1,083,864) as of July 1, 2013, including long term loan obligations. It is estimated that the Net Asset Balance will equal (\$1,337,820) at July 1, 2014, inclusive of long term loan obligations. This fund also contains an Investment in Fixed Asset-Water Equity account with a balance at July 1, 2013 in the amount of \$2,375,149.

There is a recommended decrease to Restricted Fund Balance for FY 2014-15 of \$253,956.

Development Services Department *Waterworks District No. 1 Board of Directors*
Waterworks District #1 (4-400)

Sutter County Water Works District No. 1 - Overall

Budget Unit Number 4400

2015

Overall District Managerial Budget

Budget

Operations & Maintenance Costs	\$265,663
<i>Major Cost Components Include:</i>	
<i>Structures Maintenance (Excluding Capital Improvements)</i>	\$48,500
<i>Utilities</i>	\$31,000
<i>Operator & Administrative Staff Costs (Excluding staff time for grant applications and construction management)</i>	\$157,000
<i>Interest and Principle Expense on State Loan</i>	\$10,728
<i>Other Expenses (memberships, permit fees, tools, lab tests, interest payments on loans, protective clothing, etc.)</i>	\$18,435
Revenues	\$196,500
Operations Surplus/Deficit for FY 2014	(\$69,163)
Depreciation Expense for FY 2014	\$160,521
Capital Expenses	\$75,000
<i>Major Cost Components Include:</i>	
<i>* Staff Costs for Grant Applications & Construction Mgmt.</i>	\$0
<i>* Treatment Facility Upgrades</i>	\$0
<i>* Design and Project Management by Consultant</i>	\$0
Total Anticipated Grant Funding to offset Capital Expenses:	\$40,000

**Note: Staff intends to pump an extra ten STEP tanks this year to eliminate backlog created by deferred maintenance. This will reduce deficit in 2015. Also anticipate lower Operator & Admin expenses due to improvements to system and cleaning of STEP tanks.*

Development Services Department *Waterworks District No. 1 Board of Directors*
Waterworks District #1 (4-400)

Sutter County Water Works District No. 1 - Water Program

Budget Unit Number 4400-4400-01

2015
Budget

Water System Managerial Budget

Operations & Maintenance Costs		\$134,739
<i>Major Cost Components Include:</i>		
<i>Structures Maintenance (Excluding Capital Improvements, including Arsenic Feasibility Study Expenses)</i>	\$32,500	
<i>Utilities</i>	\$20,000	
<i>Operator & Administrative Staff Costs (Excluding staff time for grant applications and construction management)</i>	\$78,000	
<i>Interest and Principle Expense on State Loan</i>	\$1,854	
<i>Other Expenses (memberships, permit fees, tools, lab tests, interest payments on loans, protective clothing, etc.)</i>	\$2,385	
Revenues		\$88,700
Operations Surplus/Deficit for FY 2014 (Excluding Depreciation and Capital Improvements)		(\$46,039)
Depreciation Expense for FY 2014		\$34,452
Capital Expenses		\$75,000
<i>Major Cost Components Include:</i>		
<i>* Staff Costs for Grant Applications & Construction Mgmt.</i>		
<i>* Treatment Facility Design by Consultant</i>		
Total Anticipated Grant Funding to offset Capital Expenses:		\$40,000
Anticipated Ending Fund Balance (as of June 30, 2013):		TBD

Development Services Department *Waterworks District No. 1 Board of Directors*
Waterworks District #1 (4-400)

Sutter County Water Works District No. 1 - Wastewater Program

Budget Unit Number 4400-4400-02

2015

Wastewater System Managerial Budget

Budget

Operations & Maintenance Costs	\$130,924
<i>Major Cost Components Include:</i>	
<i>Structures Maintenance (Excluding Capital Improvements)</i>	<i>\$16,000</i>
<i>Utilities</i>	<i>\$11,000</i>
<i>Operator & Administrative Staff Costs (Excluding staff time for grant applications and construction management)</i>	<i>\$79,000</i>
<i>Interest and Principle Expense on State Loan</i>	<i>\$8,874</i>
<i>Other Expenses (memberships, permit fees, tools, lab tests, interest payments on loans, protective clothing, etc.)</i>	<i>\$16,050</i>
Revenues	\$107,800
Operations Surplus/Deficit for FY 2015	(\$23,124)

Depreciation Expense for FY 2015	\$126,069
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Capital Expenses	\$0
<i>Major Cost Components Include:</i>	
<i>* Staff Costs for Grant Applications & Construction Mgmt.</i>	<i>\$0</i>
<i>* Treatment Facility Upgrades</i>	<i>\$0</i>
<i>* Design and Project Management by Consultant</i>	<i>\$0</i>
Total Anticipated Grant Funding to offset Capital Expenses:	\$0

**Note: Staff intends to pump an extra ten STEP tanks this year to eliminate backlog created by deferred maintenance. This will reduce deficit in 2015. Also anticipate lower Operator & Admin expenses due to improvements to system and cleaning of STEP tanks.*

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