



Starr Bend  
Setback Levee

# Recommended Budget

## Fiscal Year 2010-2011

### Volume I

**SUBMITTED BY**

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Levee District 1, November 2009

# COUNTY OFFICERS

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Assessor	Michael V. Strong
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District Attorney	Carl V. Adams
Sheriff-Coroner	J. Paul Parker
Treasurer-Tax Collector	Steven Harrah

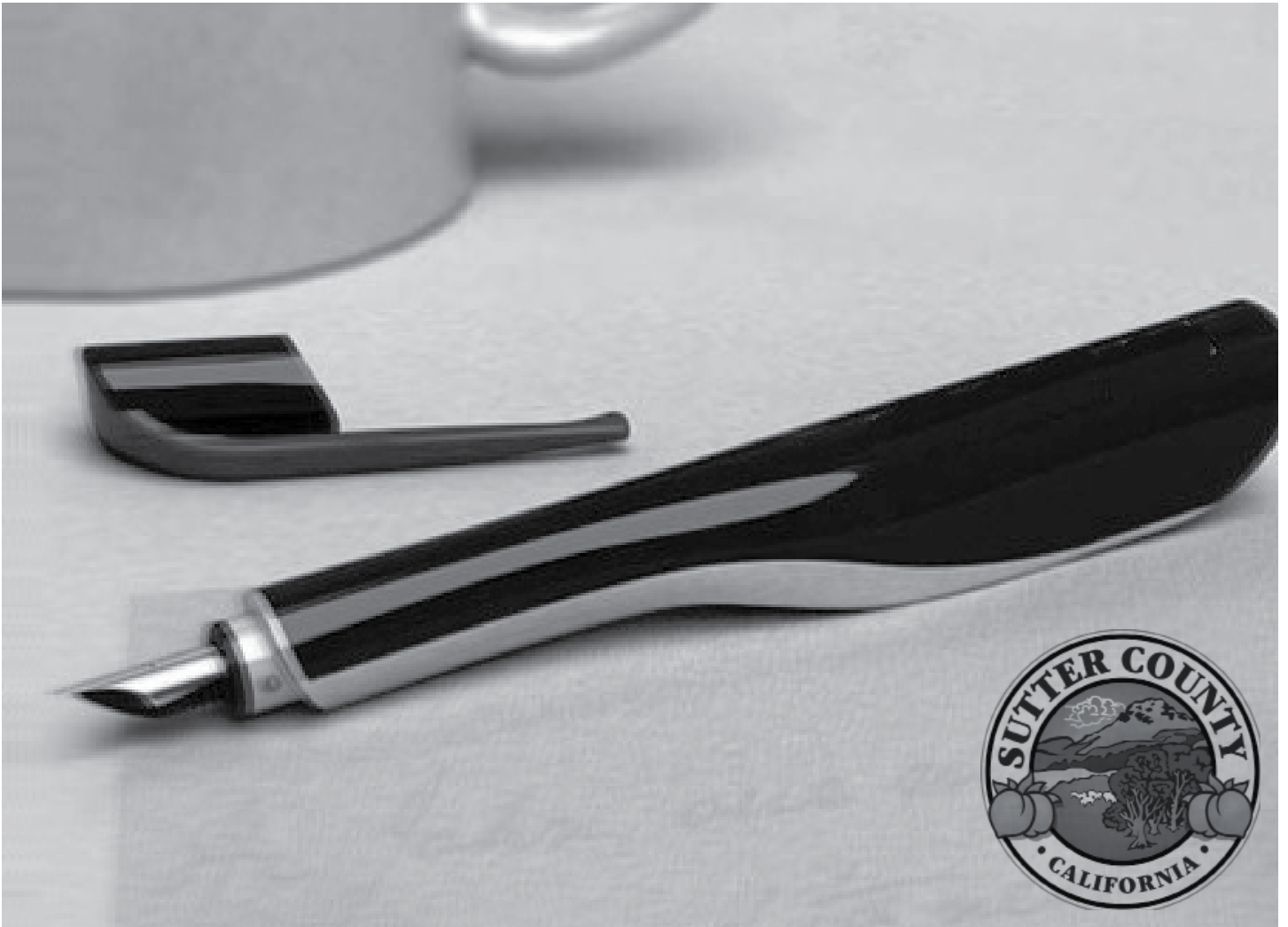
## APPOINTED OFFICERS & DEPARTMENT HEADS

Agricultural Commissioner- Sealer of Weights and Measures	Mark Quisenberry
Director of Child Support Services	Jamie E. Murray
Community Services Director	Larry Bagley
County Administrative Officer	Stephanie J. Larsen
County Counsel	Ronald S. Erickson
Farm Advisor	Mike Murray
Human Services Director	Tom Sherry
Director of Information Technology	John Forberg
Librarian	Roxanna Parker
Museum Director/Curator	Julie Stark
Personnel Director	Mary Lynn Carlton
Chief Probation Officer	Christine D. Odom
Public Defender	Mark Van den Heuvel
Public Works Director	Douglas R. Gault
Veterans Services Officer	Marvin King

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# Budget Message

Stephanie J. Larsen  
County Administrative Officer



**COUNTY OF SUTTER**  
County Administrative Office

June 29, 2010

To: The Honorable Board of Supervisors

Re: **Recommended Budget for FY 2010-11**

On November 4, 2009, the Starr Bend levee setback project was completed, strengthening a major section of the western levee of the Feather River just south of Yuba City. We chose to feature this important project on the cover of this year's budget book. Further levee improvements are pending. As this Budget Message is being written, our citizens are considering mail-in ballots to determine whether they will approve a property assessment to improve flood protection for over 34,000 properties in Butte and Sutter Counties.

In figurative terms, Sutter County's finances face changing tides this year. Thanks to the foresight of the County Supervisors, Sutter County built up an impressive mass of reserves<sup>1</sup> envied by many other counties. At its peak on June 30, 2009, total General Fund reserves stood at \$30.95 million. These reserves have spared Sutter County from the budget ravages that have plagued many other cities and counties.

But the Great Recession has been so deep, so prolonged, and has affected so many sectors of the economy that our revenues no longer cover our ongoing expenditures. We drew down \$3.4 million<sup>2</sup> of reserves to balance the FY 2009-10 budget. My goal has been to draw down no more than one-third of the remaining liquid reserves for FY 2010-11 in order to maintain sufficient reserves to also help us through FYs 2011-12 and 2012-13.

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<sup>1</sup> Purists will remind me that the set-asides I'm referring to consist of both reserves and designations. For the sake of simplicity, I'm using "reserves" generically to refer to both.

<sup>2</sup> Schedule 3A of the FY 2009-10 Final Budget shows a total drawdown of General Fund reserves of \$8.3 million. Over \$4.9 million of that amount was used to cover Mental Health cash flow problems because of late payments from the State. Of the remaining \$3.4 million, \$2.1 million was for ongoing operating expenses and \$1.3 million was for one-time expenses such as information technology projects and capital projects.

When we issued budget instructions to the departments back in March, I asked departments to submit 5% budget cutback scenarios. At that time, I thought that we could trim some non-critical expenditures to better position ourselves for future budget years. I wasn't expecting to be making any dramatic budget reductions.

That all changed in late April with the discovery of 18 months' worth of reversals in sales taxes – reversals that meant the County General Fund owed the Sacramento Area Council of Governments (SACOG) more than \$1.7 million. On top of that, it meant that we had to reduce our sales tax expectations for FY 2009-10 and 2010-11 by approximately \$1.0 million each year. We knew sales taxes were declining, but the true numbers showed that sales taxes had been declining even more precipitously than that. Our General Fund budget for FY 2010-11 suddenly had nearly \$4.0 million less than it had the day before.

To put this in perspective, \$4.0 million is roughly 5.3% of the County's \$75.4 million General Fund<sup>3</sup>. Suddenly, those 5% cutback scenarios became more than just a theoretical exercise. It was real. And some of those cutback scenarios included people.

The benefit of being a “lean and mean” conservative county is that we don't ramp up our expenditures during good times, only to be forced to reverse the process and cut back services during bad economies. The downside of being “lean and mean” is that, when we *are* forced to make reductions, there's not much available to cut. Even minor reductions quickly lead us to make painful decisions regarding personnel expenditures.

In this economy, the private sector isn't hiring, and neither are our surrounding jurisdictions, which are generally facing even tougher budget challenges than Sutter County is. If one of our employees gets laid off, where is he or she to go? Our employees are not just numbers in a budget, they are real people with families and homes. Two-thirds of our employees live right here in Sutter County. We are shopping here, paying taxes here, and contributing to our local economy. Two-thirds of the remaining one-third live in Yuba County next door – also contributing to our closely-intertwined bi-county economy. Our employees help strengthen the local economy, and any reductions in force will place that much more pressure on an already-strained bi-county business climate.

How does all this affect our FY 2010-11 Recommended Budget? Here's the basic math: we anticipate that we'll have approximately \$8.5 million in carry-forward funds from FY 2009-10 to use for operating expenses. Our General Fund revenue projections for FY 2010-11 equal \$54.7 million, for a grand total of \$63.2 million available for operating expenses. If we had continued at a status quo funding level, our ongoing General Fund expenditures would have been approximately \$75 million<sup>4</sup> – a structural deficit of nearly \$12.0 million.

We have made significant budget reductions in the General Fund. We've postponed most capital projects, vehicle purchases, fixed asset purchases, and new I.T. projects. We're

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<sup>3</sup> FY 2009-10 Adopted Budget

<sup>4</sup> This number is very rough due to the inadequacies of our 30-year-old budget system.



holding most vacant positions open and unfunded. We've asked departments to contribute one-third of any discretionary special revenue funds they might have to their operating budgets. We have trimmed specific line items as much as we can. We have identified areas for future study.

But even with all that, we need another \$1.26 million (\$756,000 General Fund) in order to balance the budget without drawing down more than one-third of our reserves. We have included generic "salary savings" in each of our operating budgets with a request to our bargaining units to meet and confer with county representatives in an effort to achieve the savings necessary to balance the budget. The Law Unit has already agreed to temporarily postpone their June 19, 2010 wage increase pending the outcome of these negotiations. County representatives also have been meeting with representatives of the General, Supervisory and Professional bargaining units in furtherance of this goal. The overall goal is to save approximately \$756,000 in the General Fund and reduce pressure in future years on all County funds.

There are two positions we can't save this year, even with employee concessions. For the first time since FY 1992-93, Sutter County will need to issue lay-off notices to some of its employees.

The County partners with Yuba City for some services and with Yuba County for others. Both Yuba City and Yuba County have had more severe budget constraints than Sutter County. Yuba City has had to enact 10% unpaid furloughs and lay-off five employees to balance its FY 2010-11 budget. Yuba City has notified the County that they can afford no more than \$375,000 in FY 2010-11 for Animal Control services. Last year, Yuba City began using its own police department to respond to barking dog calls and an outside contractor to pick up and dispose of deceased animals. Although this represented a reduction in the level of services to be provided by Sutter County, we made no decrease in staffing at that time. This year, however, we have no choice. Under normal circumstances, Yuba City's 2/3rds cost-share would be approximately \$450,000. There is no practical way to provide a reduced level of animal control services to citizens within the boundaries of Yuba City and a higher level of services to citizens within Live Oak and the unincorporated area of Sutter County. The only way to avoid the lay-offs is for the County to subsidize services that would normally be paid by Yuba City. We regretfully recommend laying off two Animal Control Officers effective January 1, 2011.

We recommend that the Board direct the County Administrative Officer and her staff to work with our partner cities between now and January 1<sup>st</sup> to determine a cost-effective and sustainable way to provide animal control and shelter services to our citizens.

### **Summary of Recommended Budget**

The total Recommended Budget for FY 2010-11 is \$251.5 million<sup>5</sup>, of which \$70.6 million, or 28.0%, is General Fund costs. This compares to \$250.7 million in total

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<sup>5</sup> Excluding dependent special districts and internal service funds.

expenditures and \$75.1 million in General Fund costs in FY 2009-10, or a 0.3% increase overall and a 6.0% decrease in the General Fund.

The Recommended Budget assumes a 4.5% decline in the property tax roll for FY 2010-11, as well as a 38.3% decrease (\$1.15 million) in budgeted sales taxes. Public Safety (Proposition 172) sales taxes are projected to decline by 12.5%, which requires a greater contribution from the General Fund for Law & Justice departments. General Fund franchise fees are anticipated to decline from \$2.1 million to \$1.6 million, or a drop of 23.8%. The only bright spot on the revenue side comes from A-87 cost reimbursements, which are projected to increase by approximately \$700,000.

The Recommended Budget utilizes \$4.2 million from designations to balance the budget and approximately \$511,000 for one-time capital projects expenditures. After these drawdowns, the General Fund Appropriation for Contingencies will remain at \$750,000 and there would be an estimated \$7.7 million balance in the Designation for Capital Projects<sup>6</sup>. The General Fund General Reserve, which is used to cover cash flow issues during dry periods and to provide funding for unforeseen emergencies, will remain at \$1.1 million. Other General Fund reserves and designations will total approximately \$7.2 million. Altogether, projected General Fund contingencies, reserves, and designations total 22.1% of total General Fund financing requirements for FY 2010-11.

Capital projects in the Recommended Budget include \$3.9 million in continuing projects and \$378,000 for six new projects. The new projects range from \$10,500 to replace and upgrade the HVAC system in the jail nursing station to \$150,000 to repair erosion at the Tisdale boat launching facility and parking lot. Only one new project, the Tisdale boat launching facility, will be funded from the General Fund. Of the \$3.9 million in continuing projects, approximately \$430,000 will be funded from the General Fund.

Major changes and/or policy issues in the FY 2010-11 Recommended Budget include:

***Staffing Changes***

The Recommended Budget holds approximately 27.0 FTE positions vacant and unfunded for FY 2010-11. These include:

*Child Support Services*

- 1 Child Support Specialist
- 1 Chief Child Support Attorney

*Community Services*

- 1 Kennel Assistant in the Animal Control Division
- 1 Senior Planner in the Planning Division

*County Administrative Officer*

- Salary savings equivalent to approximately 0.7 FTE

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<sup>6</sup> Exact balance will not be known until close-out of the FY 2009-10 budget.

*District Attorney*

- 1 Senior Criminal Investigator
- 0.46 FTE Deputy District Attorney I (5.5 months)

*Health*

- 1 Licensed Vocational Nurse
- 0.5 FTE Public Health Laboratory Director
- 0.5 FTE Public Health Microbiologist
- 1 Account Clerk I
- 0.6 FTE Office Assistant II

*Human Services Administration*

- 1 Administrative Services Manager

*Information Technology*

- 1 Computer Operator I/II
- 0.3 FTE Deputy Director of Information Technology

*Library*

- 1 Library Assistant

*Public Works*

- 1 Highway Engineering Technician II in the Administration Division
- 3 Custodians in the Building Maintenance Division
- 1 Building Services Worker I in the Building Maintenance Division
- 1 Public Works Equipment Operator in the Water Resources Division
- 1 Public Works Maintenance Supervisor I in the Roads Division

*Sheriff*

- 3 Deputy Sheriffs
- 1 Correctional Sergeant
- 2 Correctional Officers

*Treasurer*

- 1 Treasurer Collector Deputy I/II

We are recommending two reorganizational requests this year.

In Public Works, various position changes are being recommended to update the Purchasing Division's functions. This includes converting a vacant Buyer position to a

Procurement/Contract Analyst and upgrading an Office Assistant II position to an Office Assistant III. A vacant Central Services Assistant II position will be eliminated. In the Building Maintenance Division, several Custodian positions will be revised for greater flexibility in the deployment of staff. The Custodian – Mental Health position will be re-named to Senior Custodian (no fiscal impact). Two Custodian positions will be converted to Senior Custodian positions. The end result of these personnel changes is a net savings of approximately \$30,000 per year.

To provide higher-level assistance to the Personnel Director and to relieve the County’s need to rely on an outside consultant for labor negotiations, we are recommending the addition of an Assistant Personnel Director position. The cost of the Assistant Director position will be offset by the elimination of an Office Assistant II and a decrease of \$100,000 in Professional & Specialized Services, for a net savings of \$28,842.

As mentioned earlier, we recommend laying off two Animal Control Officer I/II positions effective January 1, 2011.

***Special Revenue Funds***

As stated earlier, if departments have special revenue funds that can legally be used for discretionary purposes, we have recommended that these funds be drawn down by approximately one-third of the current balance. This includes \$14,000 from Sheriff’s Assessment Fees, \$131,450 from the Assessor’s property tax administration program fund, and \$52,000 from the District Attorney’s Asset Forfeiture and Local Anti-Drug Abuse funds.

***Health Insurance***

The County’s participation in the Tri-County Schools Insurance Group has saved the County millions of dollars per year as compared to the cost of CalPERS health insurance. There has been no increase in health insurance premiums over the last seven years. However, over the last three years, TCSIG has been drawing down on reserves to keep health insurance costs stable. For FY 2010-11, a 15% increase in health insurance costs has been incorporated into the Recommended Budget.

There are no increases for dental, vision, or life insurance premiums.

***Vehicle Replacement  
and Fleet  
Management***

A total of nine vehicles are included in the Recommended Budget. Two will be funded from the Designation for Vehicle Replacement, one from the Road Fund, one used vehicle from District Attorney asset forfeiture funds, and five patrol cars from the General Fund.

Fleet Management rates each vehicle's condition on a letter scale from A through E. Typically, a vehicle rated D or E will be recommended for replacement. This year, only those vehicles rated E (plus a few isolated D's) are included in the Recommended Budget.

While looking at vehicle utilization reports, we noted a significant number of vehicles that are not being driven as many miles per year as we would have expected.

We recommend that the Board direct the County Administrative Officer and her staff to work with Public Works' Fleet Management Division and all other departments to determine the most cost-effective way of providing fleet operations services.

***Fixed Assets (Capital  
Assets)***<sup>7</sup>

Almost all Capital Asset requests have been deferred this year. Only \$15,500 is being recommended from the General Fund. The Recommended Budget for FY 2010-11 includes \$10,000 for a modular work station in the Welfare Administration budget (Welfare/Social Services Fund) and \$97,015 for communications-related equipment in the Sheriff's Communication budget. A total of \$47,515 for a digital radio tower and interoperable communications equipment will be funded from COPS grant monies, Sheriff's Civil fees will fund a \$9,000 video answering system, a \$25,000 voice logger system will be funded from the Criminal Justice Facilities Fund, and the \$15,500 General Fund item is for a replacement voice mail system.

***SunGard Personnel-  
Payroll-Financial  
Management-Budget-  
Purchasing System***

On March 31, 2009, your Board approved a contract with SunGard LLC to update and integrate the County's aging financial management systems. The new system will ultimately combine all five functions into one integrated and up-to-date software system. The project was split into two phases: Phase I includes the majority of the Personnel and Payroll modules, as well as an intermediate upgrade of the financial management

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<sup>7</sup> An update to the County Budget Act, which became effective January 1, 2010, changed the term "fixed assets" to "capital assets."

system. Phase II will include the Purchasing and Budget modules, the remainder of the Personnel and Payroll modules, and conversion to the most current version of the Financial Management system. Phase I is expected to “go live” in July 2010. Phase II should be completed during FY 2010-11. A total of \$130,940 is being re-budgeted in FY 2010-11. These costs include \$73,000 in Information Technology for Sungard contract costs<sup>8</sup>, \$27,940 in the Auditor-Controller’ budget for a limited-term position for three months plus SunGard-related training and travel expenses, and \$30,000 for extra-help in the County Administrative Office.

### ***Road Funding***

The State recently enacted a tax swap for road funding that gives us concerns for the future. In 2002, voters approved Proposition 42, the Transportation Congestion Improvement Act, which imposed a sales tax on gasoline that has become a major component of local road funding. In Spring 2010, the State eliminated Proposition 42 funding and instead increased the excise tax on gas (the Highway Users Tax Account, or HUTA). The alternative HUTA revenues will be allocated first to pay state transportation debt services, then will be allocated 50% to the State Transportation Improvement Program (STIP) and 50% to be split evenly between cities and counties using current HUTA formulas.

What the State has accomplished with this swap is an elimination of Proposition 42 funding, which was protected from State raids by the local revenue protection provisions of Proposition 1A, and replaced it with an excise tax that has no such protections. In addition, the excise tax is a declining source of revenue.

### ***Animal Shelter***

The Recommended Budget includes a re-budget of \$357,500 to complete the design of the new Animal Shelter and develop construction drawings. However, due to the uncertainty regarding the long-term operational status of Animal Control Services, we recommend temporarily suspending further work on the animal shelter design project. Once staff has a recommendation regarding the most cost-effective way of providing Animal Control Services, we will return to your Board with a plan for continuing with the animal shelter project as originally conceived, or with a recommendation for a new alternative.

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<sup>8</sup> The contract costs are then spread to the budgets of the Auditor-Controller, County Administrative Officer, Personnel, and Purchasing.

***County Facilities  
Master Plan***

To better plan for the County's current and future facilities needs, we included \$250,000 in the FY 2009-10 budget to update the County Facilities Master Plan. The Recommended Budget includes a re-budget of \$150,000 for a scaled-down version of the project. County staff intends to revise the Scope of Work so that certain components will be completed by in-house staff. This option was included in the original RFP, but bidders had differing interpretations of the extent of work to be done by in-house staff, so more consistent specifications will be developed.

***Management of  
County Outpatient  
Health Clinic***

On July 14, 2009, your Board approved a proposal to shift management of the Outpatient Health Clinic from county staff to Peachtree Clinics. The key reason for making the change in management was to allow the Outpatient Clinic to qualify as a Federally Qualified Health Clinic (FQHC) and become eligible for a higher level of expense reimbursements. The federal government has not yet issued a determination on whether they will grant FQHC status to the Outpatient Clinic, so Sutter County employees continue to staff the Outpatient Clinic for the foreseeable future.

**The State Budget**

The State budget is currently facing an estimated \$19.1 billion deficit for FY 2010-11. Legislators continue to be at an impasse regarding ways to permanently resolve the State's chronic budget deficit. The State also continues to find new and creative ways to extract money from local government rather than fix its own problems. County government is greatly affected by the decisions made in Sacramento. It is not possible to predict what will ultimately be included or excluded from the State's budget, so the Recommended Budget you see before you does not attempt to anticipate potential State budget cuts. If the State budget that is ultimately adopted by the Legislature has significant impacts on the County budget, we will return to your Board with recommended revisions at that time.

**In Summary**

Although the national economy and even the California statewide economy show signs of recovery, inland counties such as Sutter continue to be mired in recession. The best explanation I've heard is that the state is technically no longer in a recession because employment has begun growing again instead of declining – but that the unemployment rate continues to stay high because the growth in the labor force far outstrips the number of new jobs being created. Sutter County's unemployment rate stood at 21.3% as of April 2010<sup>9</sup>. Economists predict only a 1% decline in the unemployment rate each year for the next two years. This Recommended Budget for FY 2010-11 is the first in what is

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<sup>9</sup> SOURCE: U.S. Bureau of Labor Statistics

likely to be several years of constrained budgets. Although we face challenges in the upcoming years, we also have opportunities to find new and creative ways of providing services to our citizens.

Respectfully submitted,

A handwritten signature in blue ink that reads "Stephanie J. Larsen". The signature is written in a cursive style with a large, stylized initial 'S'.

Stephanie J. Larsen  
County Administrative Officer





A graveled road atop the east bank levee of the Sutter Bypass, looking north toward the Sutter Buttes. Sutter County has 240 miles of levees.

# About Sutter County

# About Sutter County

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Sutter County is one of California's original 27 counties. Agricultural and commercial operations in Sutter County pre-date California's entry into the United States. While its borders have changed somewhat since its founding (Auburn was once the County seat), Sutter County's chief economy remains agriculture and conservation of agriculture remains a shared goal of its residents and its government.

## History

Sutter County is named after one of the state's more engaging and complex historical personalities, and an agricultural visionary. John Augustus Sutter, a German native born to Swiss parents, was one of the first to recognize the Sacramento Valley for its potential as an agricultural empire. His Hock Farm, established on the Feather River just south of present-day Yuba City, was the site of the valley's first large agricultural enterprise.

At the age of 31, Sutter left Europe on a French passport and traveled a circuitous route that took him from New York to St. Louis to Oregon to Hawaii and then to Alaska. He sailed from Sitka, Alaska to Yerba Buena (San Francisco), arriving on July 1, 1839, at a time when California was part of Mexico. Sutter took Mexican citizenship on August 29, 1840 and between 1841 and 1844 was granted by Mexican authorities some 145,000 acres of land in the Sacramento Valley, including a portion he named New Helvetia that included parts of present day Sutter County. On some 600 acres along the Feather River in 1841, Sutter established Hock Farm, the first non-Indian settlement in the area. It became the site of a large grain, orchard, cattle and vineyards operation.

Yuba City, the County seat, was founded in 1849, and is the birthplace of John Joseph Montgomery (February 15, 1858), the first American to pilot an airplane, on August 28, 1883, 20 years before Orville and Wilbur Wright.

## Geography

Located in the heart of the Sacramento Valley, Sutter County's southern border is Sacramento County. It is bordered on the southwest by Yolo County, the northwest by Colusa County, on the north by Butte County, on the east by Yuba County, and on the southeast by Placer County.

Sutter County has a land mass of approximately 608 square miles, 88 percent of which is prime farm or grazing lands. Just 3 percent of the County is urbanized.

State highways 99 and 20 are the main traffic arteries through Sutter County, linking the County to Interstate 80 to the south and Interstate 5 to the west. They intersect at Yuba City, 45 miles north of the state capital, along the Feather River at its confluence with the Yuba River.

The Sacramento River drainage system that has provided rich soils and vast amounts of water for agriculture and industry also poses a physical threat to communities in Sutter County. Sutter County's battles against flooding are historic. Sutter County is the site of the first regional flood control effort in California—Levee District 1, created by the Board of Supervisors in 1868. When 19<sup>th</sup> century hydraulic mining for gold in the Sierra Nevada choked the rivers with debris and made flooding episodes more frequent and more damaging, Sutter County farmers spearheaded the formation of the Sacramento Valley Anti-Debris Association to force an end to hydraulic mining. Sutter

## About Sutter County

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County is bisected by a state flood control project—the Sutter Bypass—which diverts high water flows from the Sacramento River and channels them south. There are approximately 240 miles of earthen levees in Sutter County. Flood control is a constant priority for Sutter County government. In 2007, the County was instrumental in forming the Sutter Butte Flood Control Agency to provide regional flood control efforts in the 21<sup>st</sup> century.

Sutter County is home to the Sutter Buttes, a cluster of mountain peaks that rise in sharp relief to the flat landscape that dominates the Sacramento Valley. Seen for miles from every direction, the Sutter Buttes are the remnants of a volcano dormant for over a million years. Sometimes referred to as, “The Smallest Mountain Range in the World,” they were known as *Histum Yani*, (variously translated as Middle Mountains of the Valley or Spirit Mountain) to the native Maidu who occupied Sutter County for perhaps as long as 10,000 years.

### Climate

Like all regions with Mediterranean climate Sutter County experiences relatively mild winters. Summers in Sutter County can be warmer than other regions of the Sacramento Valley that are closer to the origin of the Delta breezes that provide some relief in the evenings. Sutter County has, on average, approximately 21 inches of rainfall each year. While temperatures sometimes exceed 100 degrees and infrequently fall below freezing, the average high temperature in July is 95 degrees and the average low temperature in January is 38 degrees. Snowfall is a rare occurrence, although it is less rare on the peaks of the Sutter Buttes.

### Population

Sutter County has a population of approximately 96,554. More than two-thirds, 63,647, live in the City of Yuba City, the County seat. Another 8,571 live in Live Oak and 24,336 live in the unincorporated areas of the County.

### Government

Sutter County is a General Law County and is organized in accordance with the California Government Code and the California Constitution, with five elected members of the Board of Supervisors and elected positions of Sheriff-Coroner, District Attorney, Clerk-Recorder, Treasurer-Tax Collector, Auditor-Controller, and Assessor. The Board of Supervisors establishes enacts local ordinances and establishes the policies under which the County operates. Based on these policy decisions, the County Administrative Officer manages the activities of the County’s departments. County Counsel provides legal counsel to the Board of Supervisors and the Departments.

### Agriculture

In 2002, Sutter County had 1,391 farms on 371,964 acres. The value of the 2008 farm production was \$498 million, with rice, walnuts, peaches, tomatoes, plums and almonds leading the way. The County also is an important producer of nursery products, cattle and calves, melons, hay and alfalfa. Industries directly or indirectly tied to agriculture benefit from agriculture, which returned more than \$1.74 billion to the local economy in 2008.

# About Sutter County

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## Natural Gas Production

Sutter County had 340 operating natural gas wells in 2008, an increase of 65 percent since 2005 and the largest number in a ten-county region. The assessed value of the gas wells in 2009 was \$217 million.

## Employment

Sutter County is part of the Yuba City Metropolitan Statistical Area (MSA), which

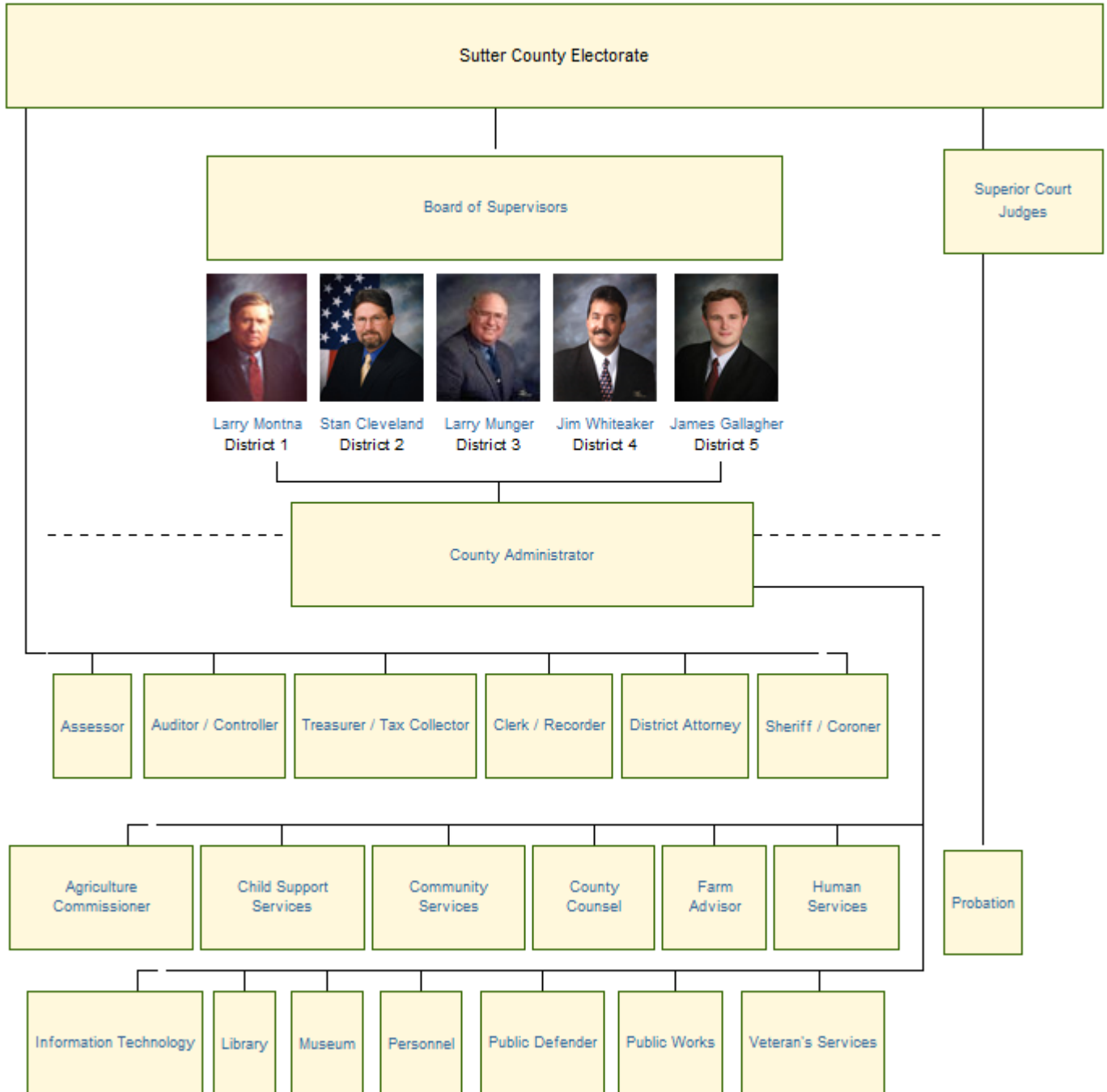
includes all of Sutter County and all of neighboring Yuba County. More than one-third of Sutter County residents commute outside of the County for work. More than one in four people employed in the Yuba City MSA work for the federal, state, or local governments, including schools.

The chart below represents the February, 2010 Employment by Industry breakdown for the Yuba City MSA according to California Department of Finance.

Government	11,200
Trade, Transportation & Utilities	7,700
Education and Health Services	6,000
Farming	3,500
Leisure and Hospitality	3,400
Professional and Business Services	2,700
Durable & Nondurable Goods	1,900
Natural Resources, Mining & Construction	1,800
Finance, Insurance and Real Estate	1,500
Other Services	1,200
Information	<u>500</u>
<i>Total Employees</i>	41,900

Sutter County's largest employers are Fremont Medical Center, Sutter County government, and Sunsweet Growers, respectively.

## County of Sutter Organization Chart





# Agriculture, Cultural & Educational

## *Section A*

Sutter County's libraries are visited by an average of 2,500 patrons daily.

**Agricultural Commissioner  
Wt Truck Replacement/Maintenance (0-290)**

*Mark Quisenberry, Ag Commissioner*

**EXECUTIVE SUMMARY**

DEPT HEAD: MARK QUISENBERRY      UNIT: WEIGHT TRUCK REPLACEMENT/MNTN      FUND: WEIGHT TRUCK REPLACEMENT/MNTN      0290 0-290

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	3,778	4,754	8,500	8,000	8,000	5.9-
* GROSS BUDGET	3,778	4,754	8,500	8,000	8,000	5.9-
* NET BUDGET	3,778	4,754	8,500	8,000	8,000	5.9-
APPROPRIATION FOR CONTINGENCY	0	0	0	7,300	7,300	***
INCREASE IN DESIGNATIONS	0	0	10,288	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	3,778	4,754	18,788	15,300	15,300	18.6-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	13,000	13,000	13,000	13,500	13,500	3.8
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	1,866	1,334	2,200	1,800	1,800	18.2-
UNDESIGNATED FUND BALANCE 7/1	7,499-	3,588	3,588	0	0	100.0-
TOTAL AVAILABLE FINANCING	7,367	17,922	18,788	15,300	15,300	18.6-
* UNREIMBURSED COSTS	3,589-	13,168-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The California Business & Professions Code Section 12200 requires each county to establish an office of County Sealer of Weights & Measures and to appoint a person as the County Sealer of Weights and Measures. Each county sealer is mandated, by Section 12210, to inspect, try and test all weighing and measuring devices used for commercial purposes within his/her jurisdiction. In order for the County Sealer to meet this mandated responsibility, it is necessary for the sealer to purchase specialty testing equipment.

In 1989, the counties of Nevada, Yuba and Sutter entered into a joint powers agreement (JPA) to jointly purchase and use a heavy

capacity commercial vehicle (Weight Truck) for the purpose of testing large capacity commercial weighing devices.

**Major Budget Changes**

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

**Program Discussion & Summary Budget Request**

The 1989 JPA between the counties of Nevada, Yuba and Sutter established a vehicle maintenance and replacement fund which is administered by Sutter County. Contribution percentages for each county

## Agricultural Commissioner

### Wt Truck Replacement/Maintenance (0-290) Mark Quisenberry, Ag Commissioner

were determined: Sutter County – 50%, Yuba County – 30%, and Nevada County – 20%. These percentages are applied to all contributions made. The JPA also authorized an Administrative Committee to review the current use patterns and financial needs of this equipment on an annual basis to determine the counties' annual contributions to the fund.

be determined after actual maintenance costs are paid.

## CAO Recommendation

This budget is recommended as requested.

The Agricultural Commissioner concurs with the recommended budget.

## Use of Reserves/Designations

Designation accounts for each county are used to retain the funds allocated for the replacement and maintenance of the weight truck.

Seven designation accounts have been established: three (one for each county) to account for the maintenance of the weight truck, three (one for each county) to hold funds for the future replacement of the vehicle, and one for interest earned.

The contribution rates for FY 2010-11 are recommended at:

	<u>Maintenance</u>
Sutter County	\$ 4,000
Yuba County	\$ 2,400
Nevada County	<u>\$ 1,600</u>
<b>Total</b>	<b>\$ 8,000</b>

	<u>Replacement</u>
Sutter County	\$ 2,500
Yuba County	\$ 1,500
Nevada County	<u>\$ 1,000</u>
<b>Total</b>	<b>\$ 5,000</b>

At the end of FY 2010-11, the balances for replacement, after the above contributions, will be \$42,070 (Sutter County - \$21,035, Yuba County - \$12,621, Nevada County - \$8,414). The balances for maintenance will



# Agricultural Commissioner (2-601) *Mark Quisenberry, Ag Commissioner*

## E X E C U T I V E   S U M M A R Y

DEPT HEAD: MARK P QUISENBERRY      UNIT: AGRICULTURAL COMMISSIONER      FUND: GENERAL      0001 2-601

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	2,077,812	1,700,594	2,170,684	2,246,625	2,211,512	1.9
SERVICES AND SUPPLIES	324,837	265,663	353,875	331,525	276,525	21.9-
OTHER CHARGES	126,860	77,509	160,149	159,650	155,019	3.2-
CAPITAL ASSETS	64,924	11,093	14,000	30,000	0	100.0-
* GROSS BUDGET	2,594,433	2,054,859	2,698,708	2,767,800	2,643,056	2.1-
INTRAFUND TRANSFERS	68,035-	32,245-	24,606-	15,683-	15,683-	36.3-
* NET BUDGET	2,526,398	2,022,614	2,674,102	2,752,117	2,627,373	1.7-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	232,709	226,792	195,930	247,190	247,190	26.2
GOVERNMENTAL REVENUES	988,738	1,140,900	959,366	1,092,587	1,074,424	12.0
OTHER FINANCING SOURCES	3,849	774	0	0	0	.0
TOTAL OTHER REVENUES	1,225,296	1,368,466	1,155,296	1,339,777	1,321,614	14.4
* UNREIMBURSED COSTS	1,301,102	654,148	1,518,806	1,412,340	1,305,759	14.0-
ALLOCATED POSITIONS	24.00	23.00	23.00	23.00	23.00	.0

## Purpose

The County Agricultural Commissioner, as defined by law, is responsible for the local administration of Federal, State, and County laws, rules, and regulations that protect the public's health, safety and welfare, the environment, agriculture, and consumer. The Agricultural Commissioner is also the County Sealer of Weights and Measures as defined by law. Activities to carry out these responsibilities consist of twenty-one individual programs.

Our mission is to serve the public's interest by ensuring equity in the marketplace, promoting and protecting agriculture, assuring environmental quality, and protecting the health, safety, and welfare of California's citizens. We fulfill our mission through the following programs: Pest Exclusion, Pesticide Use Enforcement, Pest

Detection, Fruit and Vegetable Standardization, Egg Quality Control, Pest Management, Nursery Inspection, Pest Eradication, Seed Inspection, Weights and Measures Enforcement, Predatory Animal Control, the collaboration with Environmental Health on the Certified Unified Program Agency (CUPA) and other non-regulatory and special services programs.

## Major Budget Changes

### Salaries & Benefits

- \$48,478 General salary and benefits adjustments including increases in insurance and workers compensation

# Agricultural Commissioner (2-601) *Mark Quisenberry, Ag Commissioner*

- \$18,380 Increase in Other Pay for two retirement pay-outs
- (\$26,000) General reduction for salary savings

## Services & Supplies

- (\$55,000) Decrease in Weed Control Chemicals due to reduction in summer weed control program
- (\$7,700) Decrease in computer hardware expenses due to one-time costs in FY 2009-10
- (\$15,450) Decrease in expenditures for grant-funded Weed Management Project and Pesticide Container Recycling Project In FY 2009-10

## Capital Assets

- (\$14,000) No capital asset purchases in FY 2010-11

## Other Charges

- (\$8,222) Reduction in Interfund Information Technology charges
- (\$10,500) Reduced Intrafund Certified Unified Program Agency (CUPA) - Ag responsibilities due to the transfer of the Underground Storage Tank (UST) program to Environmental Health

## Revenues

- \$30,000 Increase in field inspection services and fees based on increased acreage covered
- \$16,500 Increase in Phytosanitary certification services and fees
- (\$14,025) Decrease in Weed Management funding with the completion of major contractual obligations In FY 2009-10
- \$131,837 Increase in unclaimed gas tax revenue based upon Department services and recent legislation

## Program Discussion & Summary Budget Request

The requested budget is \$2,752,117.

Major program and policy matters for this budget unit include continuing elevated pest exclusion and pest detection programs. With the newest insect pest to the State, the European Grapevine Moth, our relentless vigilance to detect this and other (new) insect pests, such as the Asian Citrus Psyllid (vector of Huanglongbing disease), Light Brown Apple Moth (LBAM) and silverleaf whitefly (vector of Tomato Yellow Leaf Curl virus (disease) continues. Industry and State reimbursements will offset the cost of these detection activities. It is anticipated that our highly successful “Kill the Bug – Recycle the Jug” pesticide container recycling project will see increased expansion through a grant from the Feather River Air Quality Management District with a mid-year budget adjustment. Legislative

funding will continue as we focus on the eradication of the noxious weed *Arundo*.

Other vital pest detection and pest exclusion programs for insects, diseases, and noxious weeds that could impact agriculture and the environment remain in the forefront; primarily targeting pests such as the Glassy-winged Sharpshooter, Diaprepes root weevil, Japanese dodder, Sudden Oak Disease, Plum Pox Virus, Red Imported Fire Ant, the (honeybee) small hive beetle, and the exotic family of fruit flies.

Other priorities include enhanced pesticide Enforcement Response Regulations; nursery inspection and trapping for Glassy-winged sharpshooter (Pierce's Disease); inter-county coordination of rice herbicide application systems; cooperation with the Feather River Air Quality Management District, the rice industry and UC Cooperative Extension involving rice disease assessment; coordination with the Butte-Yuba-Sutter subwatershed water quality coalition and Region 5 Water Board; management of an extensive public and private property noxious weed abatement/management program; and focused Weights & Measures laws and regulations enforcement, especially as it relates to weighmasters and unregistered scales.

Other critical programs include assisting industry with Bio-Security regulations critical to Homeland Security; public education about the hazards and potential environmental and human health and safety harm caused by illegally transporting foreign and domestic plant and animal pests; public communiqués regarding pesticide safety and Weights & Measures issues; and outreach through such programs as Farm Day.

Additional responsibilities include land use planning issues outlined in the Agricultural Element of the General Plan, and collaboration with Community Services in the CUPA program (agriculture) Business Plans.

Weed Management Project revenues and expenditures decreased as our major grant-based contractual obligations have been met. Other revenues have increased due to the implementation of new fees for service.

Major department funding increased as a result of prior unclaimed gasoline tax (UGT) legislation (AB1713 2007). UGT is a percentage of gasoline taxes collected from off-road users, such as agriculture, landscaping services and recreational users who pay gasoline taxes but are not recompensed. UGT funds the uniform operation of agricultural programs including pest detection, exclusion and eradication of agricultural plant or animal diseases, phytosanitary inspections, and pesticide use enforcement, which protects the public's health, safety and welfare, as well as the environment. Counties are mandated to contribute a like share. FY 2009-10 was the first increase in UGT paid to counties due to cyclic projections.

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

This budget unit does not include any reserves or designations.

### **CAO Recommendation**

This budget is recommended at \$2,627,373.

It is recommended that \$2,650 be reduced from the requested amount in Other Pay for decreased pay-out of Administrative Leave.

## Agricultural Commissioner (2-601) *Mark Quisenberry, Ag Commissioner*

It is recommended that the Weed Control program reduce its summer coverage. This will reduce Extra Help by \$6,463 and the Weed Control Chemical expenditures by \$55,000. There will be a reduction in effectiveness and service over the summer months due to these reductions.

A decrease of \$26,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$4,631 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department Budget.

It is recommended that the replacement of an aging vehicle be postponed and revisited in FY 2011-12. This results in a reduction of \$30,000 in the Capital Asset account. The Department was able to replace two vehicles in FY 2009-10 with increased Unclaimed Gas Tax revenues.

The above expenditure reductions will affect the amount of Unclaimed Gas Tax received by the Department proportionally based on expenditures. The revenue reduction will be approximately \$18,163.

The Agricultural Commissioner concurs with the recommended budget.

EXECUTIVE SUMMARY

DEPT HEAD: MIKE MURRAY

UNIT: BI-COUNTY FARM ADVISOR

FUND: GENERAL

0001 6-301

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	140,872	124,731	162,617	166,842	164,842	1.4
SERVICES AND SUPPLIES	20,471	14,514	21,040	24,005	24,005	14.1
OTHER CHARGES	14,973	11,624	17,200	20,395	20,325	18.2
CAPITAL ASSETS	0	0	0	28,000	0	.0
* GROSS BUDGET	176,316	150,869	200,857	239,242	209,172	4.1
INTRAFUND TRANSFERS	66,200	24,904	29,952	23,941	23,941	20.1-
* NET BUDGET	242,516	175,773	230,809	263,183	233,113	1.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	775	180	0	0	18,000	***
GOVERNMENTAL REVENUES	89,020	56,919	85,399	97,378	65,319	23.5-
TOTAL OTHER REVENUES	89,795	57,099	85,399	97,378	83,319	2.4-
* UNREIMBURSED COSTS	152,721	118,674	145,410	165,805	149,794	3.0
ALLOCATED POSITIONS	3.00	3.00	3.00	3.00	3.00	.0

**Purpose**

The Bi-County Farm Advisors’ Office (UCCE Sutter/Yuba Counties) operates under an agreement with the Counties of Sutter and Yuba and the University of California Cooperative Extension. Our mission is to provide research-based educational programs to the residents of the two Counties. UCCE programs include agriculture & natural resources, 4-H & youth development, nutrition education, and home landscape or garden assistance. UC Agricultural and Natural Resource applied research is conducted with local producer cooperators.

- (\$2,000) General reduction for salary savings

**Other Charges**

- \$4,000 Increase in Interfund Vehicle Maintenance charges

**Intrafund Transfers**

- (\$5,861) Decrease in Intrafund A-87 Building Maintenance charges

**Revenue**

- (\$20,080) Decrease in Yuba County contribution for FY 2010-11
- \$18,000 Anticipated increase in Contributions from Other Agencies for additional services provided

**Major Budget Changes**

**Salaries & Benefits**

- \$4,225 General salary and benefit adjustments

## Program Discussion & Summary Budget Request

The total requested budget is \$263,183.

This budget funds Sutter County's contribution for clerical support (three full-time staff), office space, office supplies and expenses, transportation, fixed assets and other expenses related to program delivery of the University of California Cooperative Extension Sutter/Yuba office. The University provides University staff salaries and benefits for the six advisors and two program representatives. Individual UC staff members have developed revenue streams to support additional field assistance, support services or equipment. This equipment includes computers, printers, cameras, audio-visual equipment, office equipment, tools and labor. These items would typically be considered county funding responsibilities, but fiscal realities have required UC staff to develop external funding. University staff travel to professional development activities such as national or international scientific conferences, technology workshops, and other learning opportunities is funded by a combination of UC and grant/gift monies. Grant/gift monies also provide two permanent and four seasonal field assistants for the advisors.

Today's UCCE Mission remains similar to that of 1918: to assist people at the local county level in accessing appropriate information to achieve their goals. This is accomplished through applied research and educational programs and events. In Sutter & Yuba Counties, we conduct programs related to agriculture, natural resource, youth development and nutrition education subject matters.

Farm and Natural Resource Advisors assist local clientele with issues such as pest

management, water quality, plant variety selection, plant fertility, farm and ranch planning, and fire safety through individual consultations and farm visits. In addition, advisors are responsible for identifying emerging issues and working with local clientele to develop and conduct research to address these areas of concern. Research activities in FY 2009-10 included water quality, pest management, new variety evaluation, introduced and exotic pests, plant nutrition, cultural practices, farm/ranch economic viability, fire safety, and alternative cattle feeds.

In FY 2009-10 the 4-H Youth Development Program utilized adult leader volunteers to serve students participating in traditional clubs as well as the Military Kids Program at Beale Air Force Base funded by a federal grant. 4-H is a non-formal educational youth program. The 4-H in Sutter and Yuba Counties offers many opportunities for youth in pragmatic educational settings. The purpose of the program is to empower young people ages 5-19 to discover and develop themselves and grow into competent, contributing, caring citizens within their community. Learn by doing activities, youth-adult partnerships, and research-based educational programs help young people enhance their leadership abilities, develop community service and citizenship skills and learn life skills.

During the FY 2009-10, UCCE Sutter/Yuba office initiated the 4-H Science, Engineering and Technology Program. This initiative of the National 4-H office has a goal of reaching more than 5 million youth with hands-on learning experiences to encourage young minds and to fill the pipeline of young leaders proficient in science. The 4-H Science, Engineering and Technology Program will serve as an integral component of the long-term solution for improving science literacy and aptitude of America's youth. This program is supported through a

partnership of University, corporate sponsors, and volunteer leaders and thus has no significant impact on the County budget.

In FY 2009-10 UC Master Gardener volunteers reached a large clientele through the county office and their outreach activities contributing nearly 2,000 volunteer hours. The Master Gardeners participated in the Total Home and Garden show; Yuba City Farmer’s Markets; Spring and fall plant clinics at local nurseries; gardening program at the Leo Chesney women’s prison in Live Oak; gardening programs in Sutter and Yuba County elementary schools; held horticulture classes for homeowners and the community through the Sutter County Library; and contributed to the garden competition at the County Fair.

The Food Stamp Nutrition Education Program (FSNEP) was reinstated in Sutter/Yuba Counties in FY 2009-10. This educational program works through local public school teachers to develop and deliver curricula related to healthy lifestyles and eating habits. It was a popular program that was discontinued with the retirement of the FSNEP advisor in 2007. A University program representative was hired in spring 2010 to manage and deliver this program to clientele. Initial training, teacher/school recruitment, and initial program delivery occurred in FY 2009-10. This University position and program support are funded by a federal USDA grant administered by the State FSNEP Office within the College of Agriculture and Environmental Sciences at UC Davis and thus this program has minimal impact on the County budget.

Additional advisor or campus-based support beyond that provided by the “resident advisors” in the bi-county office is received from advisors in surrounding counties and campus-based specialists and/or faculty. This UC/County partnership provides programs that are designated for local needs

and solutions, while leveraging the resources of the County/University partners. The Sutter/Yuba UCCE office also secures substantial grants and gifts to augment County and UC funding. This allows us to conduct activities and purchase equipment that UC or County budgets do not permit. Examples include grants that support research and education programs in the areas of crop production, integrated pest management, water quality and watershed management, nutrition education, and youth development. The total FY 2008-09 funding breakdown for the bi-county UCCE office is reported as follows:

UC Support	\$1,035,831
Sutter/Yuba Support	\$242,516
<u>USDA Support</u>	<u>\$373,955</u>
Total	\$1,712,302

Sutter County is the designated lead agency for the bi-county UCCE office, which is located in Yuba City. Sutter County bills Yuba County for its portion of the budget. Apportionment of costs, as agreed by the two funding counties, is 63% from Sutter and 37% from Yuba. This formula is based on a comprehensive evaluation of the workloads and an approximation of the time spent delivering UCCE programs in the respective counties. In light of the current global financial crisis, the requested FY 2010-11 budget is conservative and every attempt has been made to reduce expenditures to those necessary to maintain normal operations.

The total requested budget for FY 2010-11 is \$263,183. This is a net budget increase of \$32,374 over FY 2009-10. This increase is associated with the request for fixed assets in the form of one replacement pick-up truck totaling \$28,000. The request for this fixed asset is related to vehicle age, mileage, and increasing maintenance/repair costs. All five vehicles assigned to the department are between 10-14 years old and will need

replacing in the coming years due to increased maintenance/repair costs.

Federal and California State funding are both essential components of the funding partnership of the UCCE Sutter/Yuba office. While both of these entities and the University of California have had and continue to have significant budget challenges, no significant budgetary or program impacts on the UCCE Sutter/Yuba office are anticipated for FY 2010-11. The Sutter/Yuba office is currently in an enviable position within UCCE in that it is fully staffed with UC personnel. Vacancies due to retirement or attrition have gone unfilled within other offices.

During FY 2010-11, the Bi-County Farm Advisor's office goal is to continue assisting local clientele by developing and delivering appropriate information to help them achieve their goals and needs. This will be accomplished through applied research and educational activities. In addition, we intend to foster expansion of the Food Stamp Nutrition Education Program and further develop the 4-H Science, Engineering and Technology Program to address local critical challenges facing our young people.

## **Use of Reserves/Designations**

Although this budget unit does not include any reserves or designations, per Board of Supervisors approval in FY 1995-96, \$5,000 is to be budgeted in a Designation for Farm Advisor for improvements to the Sutter County owned Agriculture Building with the corresponding revenue budgeted in the Non-Departmental Expense budget #1-103 to be transferred to the General Fund Designation for Farm Advisor/Agriculture Building.

## **CAO Recommendation**

This budget is recommended at \$233,113.

A decrease of \$2,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Technology charges have been reduced by \$70 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Capital Asset request to replace one aging vehicle is not recommended based on the financial constraints of both Sutter and Yuba Counties.

Yuba County has communicated that the maximum contribution that Yuba County can make for FY 2010-11 is \$65,319, reflecting a 20% reduction in Yuba County's contribution over the FY 2009-10 Adopted budget. This reduced contribution level is included in Sutter County's recommended budget for FY 2010-11, although no change will be recommended to the JPA or sharing ratio. The reductions included in the recommended budget offset a majority of the reduced contribution. Additionally, the Farm Advisor anticipates receiving \$18,000 in new revenue from other agencies for additional services provided. If this funding is not secured, the Farm Advisor will make additional reductions in the budget to cover the reduced payment from Yuba County.

The Farm Advisor concurs with the recommended budget.



EXECUTIVE SUMMARY						
DEPT HEAD: ROXANNA PARKER	UNIT: COUNTY LIBRARY		FUND: GENERAL		0001 6-201	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	1,125,121	953,636	1,219,003	1,293,212	1,169,489	4.1-
SERVICES AND SUPPLIES	462,133	201,294	339,113	369,437	369,437	8.9
OTHER CHARGES	31,687	17,872	26,025	25,911	25,241	3.0-
CAPITAL ASSETS	21,851	0	0	0	0	.0
* GROSS BUDGET	1,640,792	1,172,802	1,584,141	1,688,560	1,564,167	1.3-
INTRAFUND TRANSFERS	13,137	8,478	15,232	12,756	12,756	16.3-
* NET BUDGET	1,653,929	1,181,280	1,599,373	1,701,316	1,576,923	1.4-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	96,926	67,403	70,000	64,000	64,000	8.6-
GOVERNMENTAL REVENUES	347,963	246,072	313,990	328,582	328,582	4.6
GENERAL REVENUES	0	416	0	800	800	***
TOTAL OTHER REVENUES	444,889	313,891	383,990	393,382	393,382	2.4
* UNREIMBURSED COSTS	1,209,040	867,389	1,215,383	1,307,934	1,183,541	2.6-
ALLOCATED POSITIONS	16.00	16.00	16.00	16.00	16.00	.0

## Purpose

Sutter County Library consists of the Main Library in Yuba City and four rural branch libraries in the communities of Live Oak, Sutter, Rio Oso and Pleasant Grove. The library is an educational, recreational and cultural resource that promotes reading, supports formal educational course work, and encourages lifelong learning for the residents of Sutter County. The library includes collections of books, magazines, newspapers and audiovisual materials, and provides services including online databases, reference assistance, interlibrary loan, and public access to the internet. Ongoing programs support children's services, pre-teen and teen services, adult services and literacy, including family literacy, citizenship preparation and civic

participation. The library values local partnerships, and actively seeks outside grant funding.

## Major Budget Changes

### Salaries & Benefits

- (\$62,555) Salary and benefit savings due to two long-term employee retirements
- \$24,907 Increase in Other Pay for two long-term employee retirement pay outs
- (\$48,168) Decrease in Salaries & Benefits for one Library Assistant I to be held vacant and unfunded

- \$3,521 Increase in Extra Help for the Literacy Program, supported by literacy grant funding
- (\$13,000) General reduction for salary savings

**Services & Supplies**

- \$26,791 Increase in Communications expense for network upgrade that was completed in a prior year, but has not been billed
- \$26,499 Increase in office supplies for Literacy Program, supported by grant funding
- (\$16,071) Decrease in Software License & Maintenance due to a one-time purchase in FY 2009-10
- \$800 Increase in Collection Development for Barber Branch Library, supported by interest apportionment from Library Endowment Fund

**Revenues**

- (\$6,000) Decrease due to completion of two one-time mini grants from FY 2009-10
- \$800 Interest apportionment from Live Oak Library Endowment Fund
- \$14,592 Increase for literacy grant programs funded by the California State Library and California Department of Education

**Program Discussion & Summary Budget Request**

The total requested budget is \$1,701,316.

The library is increasingly important simply as a public place that welcomes residents and provides an inviting social and educational environment.

The public responds to this environment, and participation in library activities remains very high -- as evidenced by the following 2009 statistics:

Children’s Services:

- 2,075 Children – in Summer Reading
- 14,119 Attendance – Pre-school Programs
- 30,986 Attendance – School Age Programs
  - Program includes story hours & crafts, seasonal events, school tours, educational games for computers, Family Place play area, pre-teen book club & crafts

Teen Services:

- 14,207 Attendance – Teen Programs
  - Program includes computers, chess tournaments, crafts, digital classes, typing tutorial, reading program

Adult Services:

- 28,606 Attendance – Adult Programs
  - Program includes book club, special events, literacy programs, public computing, Spanish computer class, digital storytelling and photography

Literacy Program:

- 950 Adult learners enrolled in program
- 5,000 Volunteer hours assisting program
- 1,031 Reading level improvements gained
- 279 Learners received U.S. Citizenship
- 1,200 Children in Family Literacy programs
  - Program includes adult tutoring in reading, writing, speaking English;

family literacy, civic participation, citizenship preparation, computer instruction for basic skill levels

with the vendor to resolve the problem in FY 2010-11.

Fast Facts – A Look at the Whole Library:

2,500	Average daily foot traffic
600	New library cards per month
1,000,000	Annual library attendance
500,000	Annual collection use
61,804	Annual interlibrary loan
112,000	Hours public computer use

The public has responded very positively to all of the self service features implemented by the library. Other regional libraries have also successfully implemented credit/debit payments at self check stations and the circulation desk, and Sutter County Library will continue to explore this option in FY 2010-11 for customer convenience.

Dramatic Increase in Circulation & Reading:

114%	Popular adult books
105%	Teen books
39%	Large Print books
34%	Children’s books

The library again submitted a project request to the Public Works Department to review the layout of the Main Library parking lot and various issues with the building entrance. Since this remains an area of ongoing public comment and complaint, the library has requested attention be given to the problem when funding is available to develop a permanent, long term solution to the problem– rather than approach the problem from a strictly maintenance perspective.

While the most dramatic recent increases are in adult book circulation, overall circulation remains approximately 50% adult and 50% children reading.

Revenue programs administered through the California State Library remain funded, but at a greatly reduced level. Public Library Fund (PLF) is currently funded at only 12%. Direct Loan and Interlibrary Loan reimbursements currently reflect an 80% withholding.

These statistics are particular to the 2009 calendar year, but the hallmark of Sutter County Library has always been high activity level and popular, relevant collections.

FY 2010-11 is requested as a status quo budget with library business as usual. This is in contrast to the previous two fiscal years when the library completed several major improvement projects such as: a network upgrade, a public restroom remodel, a conversion of collections to a new security system and the implementation of self service options including self check, PC Reservation and Print Management.

The Literacy Program is completely grant funded, and is conservatively budgeted at the level of current year awards from both the California State Library and the California Department of Education. The Literacy Program includes one bi-lingual position that remains un-funded due to fiscal constraints; however, literacy grant funding will cover Extra Help hours for the Literacy Program in FY 2010-11.

Communications shows an increase to address payment for the network upgrade that was completed in a prior year, but has not been billed due to vendor difficulties integrating a legacy billing system with Calnet 2. The library is working closely

The library will continue to participate in a number of ongoing, existing grant programs,

and will apply for targeted grant funding as opportunities become available.

The library also acknowledges strong local support, particularly from the Friends of the Sutter County Library. The Friends fund the annual Library Expedition (3<sup>rd</sup> grade tours), and provide additional support for children's crafts, collection development, the Summer Reading Program, and the Literacy Program. Donations from the Friends of the Sutter County Library are brought to the Board of Supervisors as a budget amendment.

The Live Oak Women's Club has also been a long term, strong supporter of the Barber Branch Library in Live Oak. Their generous donation established the Live Oak Library Endowment Fund in 2009. The principal of this permanent county fund remains intact, with interest apportionment deposited in the library budget as 'Live Oak Library' Program 48 for the enhancement of collection and services at the Barber Branch Library. Program 48 and the interest apportionment are included for the first time in the FY 2010-11 library budget in the amount of \$800.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended at \$1,576,923.

It is recommended that one Library Assistant I position (1 FTE) be held vacant and unfunded for the year. This results in a budget savings of \$48,168. This position will be re-evaluated for FY 2011-12 based on the needs of the department and available financing.

During FY 2010-11, two long-term employees, the Director of Library Services and the Supervising Library Technician, plan to retire. Savings of \$62,555 is recommended due to the positions remaining vacant for several months during the recruitment process as well as the anticipation that new employees will begin at a lower step than the current long-time employees.

A decrease of \$13,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$670 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department Budget.

The County Librarian concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: JULIE STARK	UNIT: COMMUNITY MEMORIAL MUSEUM		FUND: GENERAL		0001 7-201	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	173,173	143,987	177,095	182,630	177,630	.3
SERVICES AND SUPPLIES	8,418	6,305	10,150	10,275	9,340	8.0-
OTHER CHARGES	2,946	2,058	2,456	2,270	2,229	9.2-
* GROSS BUDGET	184,537	152,350	189,701	195,175	189,199	.3-
INTRAFUND TRANSFERS	4,475	2,680	4,659	3,949	3,949	15.2-
* NET BUDGET	189,012	155,030	194,360	199,124	193,148	.6-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	15,641	162	22,005	17,373	17,373	21.0-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	15,641	162	22,005	17,373	17,373	21.0-
* UNREIMBURSED COSTS	173,371	154,868	172,355	181,751	175,775	2.0
ALLOCATED POSITIONS	2.00	2.00	2.00	2.00	2.00	.0

**Purpose**

The Community Memorial Museum is tasked with collecting, preserving and interpreting the cultural history of Sutter County.

**Major Budget Changes**

**Salaries & Benefits**

- \$3,900 Increase in Other Pay for Administrative leave buy-back not previously budgeted
- (\$2,000) Decrease in Extra Help
- (\$3,000) General reduction for salary savings

**Services & Supplies**

- (\$810) Overall reduction in Services & Supplies line items

**Revenues**

- (\$4,632) Decrease in County Museum reimbursements

**Program Discussion & Summary Budget Request**

The requested budget is \$199,124.

The Community Memorial Museum of Sutter County, built in 1975 through private donations and efforts of the Sutter County Historical Society, is a department of Sutter County government funded through a partnership of public and private funds. The Museum staff of two is responsible for

maintaining professional standards of artifact conservation, research, exhibitory and public education. Museum programs for community benefit are funded through private donations and public agency grants.

Museum operations are supported by the County of Sutter and the Community Memorial Museum Commission. Revenues for annual operating expenses are derived from two sources: Sutter County provides funds for salary and benefits of the Museum Director/Curator and Assistant Curator, \$2,000 towards Extra Help to cover for absences, Liability Insurance, copier rental, and Information Technology charges for website presence. Other County departmental budgets provide for maintenance of buildings and grounds and utilities for Museum facilities. The Museum Commission, through its ongoing fundraising efforts, provides funds for Extra Help and Services and Supplies through the County Museum Reimbursement Special Revenue Fund.

The Museum has two major goals for FY 2010-11. There remains from last year the completion of permanent exhibits in the new Multi-Cultural wing. There are still some substantial costs remaining to fabricate exhibit furniture and print labels for those exhibits. We expect to complete this project by the end of 2010. An ongoing project to digitize the Museum's photograph collection requires only the cost of materials, as the work itself is being donated by volunteer photographer Allan Lamb.

The second major goal is the completion of the Museum's new meeting room. Its completion will solve several dilemmas for the Museum. Not only will it provide a much needed space for Museum programs and activities and a professional kitchen for preparation for our holiday fundraiser, *Trees*

*& Traditions*, but the rental of the building will provide an income stream for the Museum. The meeting room project is funded by a bequest from a museum supporter and Proposition 40 funds. Proposition 40 is the California Clean Water, Clean Air, Safe Neighborhood Parks, and Coastal Protection Act of 2002. Approximately \$2.6 billion in bond funds are provided for projects and grants for neighborhood parks, outdoor recreation, protection of wildlife habitat, open space, rangeland, clean beaches, water quality and watershed protection and restoration, air pollution, and preservation of cultural and historical resources. The Museum Commission will fundraise and accept donations to outfit the building with needed furnishings.

The Museum continues its excellent record of community service by providing tours for hundreds of school children, as well as adult groups, by offering educational programs for children and adults, by performing research services for visitors, and by hosting both traveling and local exhibits. In the past year, it has received and processed hundreds of donated local history artifacts and raised funds through events and donations and through its Museum Store. The Museum brings a sense of place and of our history to the community, which supports it enthusiastically.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$193,148.

A decrease of \$3,000 in Salaries & Benefits is recommended to reflect estimated salary

savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

It is recommended that Extra Help be decreased by the \$2,000 County assistance to cover absences. This will not affect the on-going amount received for Extra Help from the Museum Commission.

A reduction of \$935 from the requested amount is recommended in various Services & Supplies line items, based on a review of historic actual expenditures.

Interfund Information Technology charges have been reduced by \$41 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technologies Department Budget.

The Museum Curator concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: SUBSIDY REQUESTS ORGANIZATIONS FUND: GENERAL					0001 7-202
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	114,866	94,656	92,656	122,560	63,140	31.9-
* GROSS BUDGET	114,866	94,656	92,656	122,560	63,140	31.9-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	114,866	94,656	92,656	122,560	63,140	31.9-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	0	0	0	0	0	.0
* UNREIMBURSED COSTS	114,866	94,656	92,656	122,560	63,140	31.9-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

This budget unit contains requests from local organizations for financial assistance. The budget is prepared by the County Administrator's Office.

**Program Discussion & Summary Budget Request**

There are no revenues directly attributable to this budget unit; therefore, the funding source is the General Fund. The local agency requests are:

- Yuba-Sutter Economic Development Corporation has requested funding of \$52,000. Funding of \$52,000 is recommended. Funding of \$52,000 was approved for FY 2009-10.
- Sutter County Resource Conservation District has requested funding of

\$24,420. Funding is not recommended. Funding of \$12,210 was approved for FY 2009-10.

- Yuba Community College District, Small Business Development Center has requested funding of \$20,000. Funding is not recommended. No funding request was made in FY 2009-10.
- Yuba-Sutter Regional Arts Council has requested funding of \$15,000. Funding is not recommended. Funding of \$12,000 was approved in FY 2009-10.
- Area 4 Agency on Aging has requested funding of \$11,140. Funding of \$11,140 is recommended. Funding of \$11,140 was approved in FY 2009-10.



The County has traditionally provided funding for the Yuba-Sutter Economic Development Corporation and the Area 4 Agency on Aging. Additionally, the Board of Supervisors has approved varying levels of support for the Sutter County Resource Conservation District and the Yuba-Sutter Regional Arts Council.

The Yuba Community College District, Small Business Development Center, is a new request for Sutter County.

The Yuba Sutter Chamber of Commerce has decided not to request funding this year as it reevaluates its tourism program.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

The budget is recommended at \$63,140 to fund the County's contributions to the Yuba-Sutter Economic Development Corporation and the Area 4 Agency on Aging.

Funding for the Sutter County Resource Conservation District, Yuba Community College District, Small Business Development Center and Yuba-Sutter Regional Arts Council is not recommended.

# Veterans' Service Officer (5-601) *Marvin King, Veterans' Service Officer*

EXECUTIVE SUMMARY						
DEPT HEAD: MARVIN KING	UNIT: VETERANS SERVICE OFFICER		FUND: GENERAL		0001 5-601	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	111,231	45,482	71,000	90,543	90,543	27.5
* GROSS BUDGET	111,231	45,482	71,000	90,543	90,543	27.5
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	111,231	45,482	71,000	90,543	90,543	27.5
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	0	0	0	0	0	.0
* UNREIMBURSED COSTS	111,231	45,482	71,000	90,543	90,543	27.5
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Veterans' Services Office helps veterans, survivors, and dependents obtain benefits by providing information and assisting them in filing claims with the U.S. Department of Veterans' Affairs (VA) and the California Department of Veterans' Affairs (CDVA).

This office is a Bi-County function with Yuba County acting as the lead agency. The office staff consists of a full-time Veterans' Services Officer (VSO), a full-time Veterans' Representative, and an Office Specialist. These staff members are Yuba County employees. Sutter and Yuba Counties share net costs (total costs less revenues) on a 50-50% basis. Sutter County's share of the net cost is appropriated in this budget unit.

## Major Budget Changes

### Other Charges

- \$19,543 Increase in Contribution to Other Agencies (Yuba County)

The office performs such tasks as:

- ◆ Explaining eligibility standards for the various types of programs;
- ◆ Referring ineligible persons to other sources of assistance;
- ◆ Reviewing military medical treatment records and physicians' records of treatment received after discharge to develop disability, pension, or survivor's benefit claims;

## Program Discussion & Summary Budget Request

This budget is requested at \$90,543.

- ◆ Helping veterans obtain appointments for medical care or hospitalization at VA facilities;
- ◆ Calculating income from Social Security and other sources to determine pension eligibility;
- ◆ Evaluating and approving tuition-fee waivers at state colleges and universities for low-income children of disabled veterans;
- ◆ Working with families and local funeral directors to obtain burial expense reimbursement and government memorial markers; visiting veterans in nursing and care homes;
- ◆ Conducting briefings at Beale Air Force Base for separating members who plan to remain in the community;
- ◆ Consulting with the Public Guardian, Health, Social Services and other County agencies to ensure that veterans are aware of other assistance available to them; providing information about CALVET home loans and VA loan guarantees, insurance, vocational rehabilitation, education, counseling, military discharge review and upgrade, and other programs.

Revenues are derived from the following three sources: State Subvention program revenue administered and allocated according to a weighted factor of the claims filed by the office; the MediCal Cost Avoidance program granted by the State Department of Health under contract with CDVA and allocated on the basis of qualified referrals from Yuba and Sutter County Social Services' Departments; and the State Veterans' License Plate Fund derived from proceeds of Veterans' license plates and distributed according to each County's share of total statewide expenditures. As the lead agency, Yuba County receives all revenues; therefore, revenues are not reflected in the Sutter County budget.

This budget reflects only Sutter County's net share of cost.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

The budget is recommended as requested.



# Community Services

## *Section B*

Left to right: Lt. Earl Hinton, Volunteer Engineer Austin Wilkinson, and Lt. Glenn Aronowitz during rescue training conducted by Sutter County Fire Services.

# Community Services Administration (2-721)

Larry Bagley, Community Services Director

## EXECUTIVE SUMMARY

DEPT HEAD: LARRY BAGLEY

UNIT: COMMUNITY SERVICE ADMIN

FUND: GENERAL

0001 2-721

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	879,681	779,932	1,025,329	1,064,943	1,051,943	2.6
SERVICES AND SUPPLIES	9,975	11,638	21,800	17,370	15,070	30.9-
OTHER CHARGES	25,194	14,174	34,910	29,820	27,852	20.2-
CAPITAL ASSETS	0	0	0	24,000	0	.0
* GROSS BUDGET	914,850	805,744	1,082,039	1,136,133	1,094,865	1.2
INTRAFUND TRANSFERS	992,398-	822,190-	921,108-	827,615-	827,615-	10.2-
* NET BUDGET	77,548-	16,446-	160,931	308,518	267,250	66.1
<b>OTHER REVENUES</b>						
USER PAY REVENUES	106,849	58,676	127,525	153,020	153,020	20.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	106,849	58,676	127,525	153,020	153,020	20.0
* UNREIMBURSED COSTS	184,397-	75,122-	33,406	155,498	114,230	241.9
ALLOCATED POSITIONS	10.00	11.00	11.00	11.00	11.00	.0

## Purpose

The Community Services Department is responsible for protecting the public health, safety and welfare of the citizens and visitors of Sutter County through the services that are provided by the following divisions:

- Building Inspection
- Planning
- Environmental Health
- Animal Control
- Fire Services
- Emergency Services
- Certified Unified Program Agency (CUPA)

## Major Budget Changes

### Salaries & Benefits

- \$21,295 Increase in County Contribution to Group Insurance due primarily to increased Health Insurance premiums
- (\$8,768) Decrease in Other Pay based on historic costs
- (\$13,000) General reduction for salary savings

### Services & Supplies

- (\$6,730) General decrease in various services and supplies accounts

Other Charges

- (\$7,423) Decrease in Interfund Information Technology charges

- \$47,215 Increase in Interfund Misc. Transfer related to support provided to the Emergency Services division by the Hazardous Materials Specialist

Intrafund Transfers

- (\$44,500) Decrease in Intrafund Certified Unified Program Agency – Ag revenue from the Agricultural Commissioner department due to CUPA program changes
- \$95,456 Increase in Intrafund Certified Unified Program Agency - EH revenue (shown as a negative expense) for services provided to the CUPA program
- (\$60,000) Decrease in Intrafund Administrative Services revenue (shown as a negative expense) for services provided by Community Services Administration to other Divisions
- \$86,755 Increase for the addition of Intrafund Overhead (A-87) Costs not previously budgeted

Revenues

- (\$21,500) Decrease in Interfund Administration – Misc. Departments for revenue received from the Fire Administration and Emergency Services divisions

Program Discussion &  
Summary Budget Request

The requested budget is \$308,518.

FY 2010-11 is the second year where the divisions within the Community Services Department budget are being presented as separate budget units. This change was implemented in FY 2009-10 and allows each division to detail the specifics of individual department costs and projects.

The Administration budget unit can be divided into two programs: Administration and Permit Services.

Administration

This program provides the overall coordination and integration of divisional goals and operations as well as departmental oversight and guidance to the division managers. It communicates closely with the Board of Supervisors, the County Administrative Office, and other county departments to achieve countywide goals and objectives relative to the needs of the community. Major functions include budget development and financial management, grant administration, personnel, payroll and records management.

In FY 2009-10, a Hazardous Materials Specialist was added to this budget unit. An increase in revenue reflects support provided

to the Emergency Services division by this position.

For FY 2010-11, Interfund A-87 Overhead costs were added to the budget unit to more closely reflect true costs of operations. Prior to this year, these costs were not budgeted and were absorbed by the General Fund.

The Administration program coordinates and manages the *Yuba-Sutter Natural Community Conservation Plan/Habitat Conservation Plan (NCCP/HCP)*:

In April 2000, Caltrans prepared a Biological Assessment of proposed widening projects along Highways 70 and 99. During the review of this assessment, the U.S. Fish and Wildlife Service identified concerns regarding direct, indirect and cumulative impacts to biological resources in the areas. As a consequence and in conjunction with Yuba County, Sutter County was required to pursue a Habitat Conservation Plan and a Natural Community Conservation Plan. FY 2010-11 is the first full year in which Live Oak and Yuba City have joined Sutter and Yuba Counties to participate in the program. Under the combined plan, multiple grants have been awarded by the California Department of Fish and Game. An award of \$563,391 is budgeted for FY 2010-11 (see budget unit 2-724 Planning).

### **Permit Services**

The Community Services Permit Counter provides one-stop property development services to the general public and acts as a resource of information to other County departments. Planning, Building, Environmental Health, Fire Services and CUPA staff support are coordinated by Permit Technicians depending on the development

project being addressed. Counter staff calculate and collect development fees as well as schedule inspection appointments.

This program also coordinates complaints received pertaining to building and zoning code compliance in the unincorporated areas of the County and environmental health code violations for all of Sutter County. Staff processes, assigns, tracks and prepares all correspondence pertaining to Code Enforcement actions.

A High Density Mobile Storage System (\$24,000) is requested to augment the existing system. It will maximize floor space and allow storage space for the department's filing needs through 2020.

### **Accomplishments FY 2009-10**

1. Began design for a new Animal Control Shelter.
2. Completed a repayment agreement with the Cities of Yuba City and Live Oak for the deferred reimbursement of design contract costs relative to the new Animal Control Shelter.
3. Completed renovation of the Planning Division workspace area: addition of one new office space, new carpeting, painting and two workstations.
4. Coordinated the transition of a 1.0 FTE position previously maintained by the Agriculture Commissioner Department to Community Services in support of the department's CUPA and Emergency Services functions.
5. Negotiated new hours of operations for Animal Control Services with the intent

of improving animal adoption efforts and public access to the shelter.

**Objectives FY 2010-11**

1. Complete the design and finalize architectural plans for the new Animal Control Shelter. Following completion of construction documents, the project will be bid and a contractor selected. Extensive coordination with Yuba City and Live Oak will be required during the project design and contractor selection phases.
2. Begin construction of the new Animal Control Shelter.
3. Finalize Animal Control operations and Animal Shelter service agreements with the Cities of Yuba City and Live Oak; possibly through a Joint Powers Agreement.

**Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

**CAO Recommendation**

This budget is recommended at \$267,250.

A decrease of \$13,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

A reduction of \$2,300 from the requested amount is recommended in various Services & Supplies line items, based on a review of historic actual expenditures.

The purchase of a High Density Storage System, requested at \$24,000, is not recommended at this time. This request will be reevaluated for FY 2011-12 based on available financing.

Interfund Information Technology charges have been reduced by \$1,968 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Community Services Director concurs with the recommended budget.



# Community Services Building Inspection (2-722)

Larry Bagley, Community Services Director

EXECUTIVE SUMMARY						
DEPT HEAD: LARRY BAGLEY	UNIT: BUILDING INSPECTION		FUND: GENERAL		0001 2-722	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	274,769	255,650	321,469	325,868	320,868	.2-
SERVICES AND SUPPLIES	23,092	6,765	17,100	16,910	15,110	11.6-
OTHER CHARGES	19,896	11,145	29,935	34,213	33,698	12.6
CAPITAL ASSETS	19,689	0	0	0	0	.0
* GROSS BUDGET	337,446	273,560	368,504	376,991	369,676	.3
INTRAFUND TRANSFERS	291,154	209,055	201,194	237,410	237,410	18.0
* NET BUDGET	628,600	482,615	569,698	614,401	607,086	6.6
<b>OTHER REVENUES</b>						
USER PAY REVENUES	332,958	204,506	302,050	277,175	277,175	8.2-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	332,958	204,506	302,050	277,175	277,175	8.2-
* UNREIMBURSED COSTS	295,642	278,109	267,648	337,226	329,911	23.3
ALLOCATED POSITIONS	3.00	3.00	3.00	3.00	3.00	.0

## Purpose

The Building Inspection Division of the Community Services Department 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

- \$2,465 Increase in County Contribution to Group

Insurance due to increased Health Insurance premiums

- (\$5,000) General reduction for salary savings

### Services & Supplies

- (\$1,990) General decrease in various services and supplies accounts

### Other Charges

- \$6,024 Increase in Interfund ISF (Liability) Insurance costs based on FY 2009-10 experience

# Community Services Building and Inspection (2-722)

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Larry Bagley, Community Services Director

- (\$2,000) Decrease in Interfund Building Inspection charges due to decrease in number of plans reviewed by Fire Services Manager

## Intrafund Transfers

- \$36,491 Increase for the addition of Intrafund Overhead (A-87) Costs not previously budgeted

## Revenues

- (\$25,000) Decrease in Construction Permit revenues due to decreased building activity

## Program Discussion & Summary Budget Request

The requested budget is \$614,401.

Due to the slowdown in State and local economies, combined with the impact of the new Federal Emergency Management Agency flood insurance rate maps published for the areas south of Bogue and Stewart Roads, Sutter County continues to experience a decline in the volume of building permit applications and a moderate decrease in building permit revenue.

Sutter County has been insulated against the major slowdown experienced by other jurisdictions because the County receives fewer applications for large planned developments or residential subdivision activity. Historically, the Building Inspection Division issues permits for additions to and the remodeling of existing homes. New construction activities in the County have generally involved custom residential housing

on ranchette-sized lots, the infill of existing residential lots, and the construction of agricultural related structures.

The Building Inspection Division includes a staff of three certified building inspectors covering an area encompassing roughly 600 square miles in the unincorporated areas of Sutter County. Operations include permit application and plans review, calculation of permit costs, code enforcement inspections during the construction process, complaint investigations, support to other County departmental programs and the provision of public education relative to building regulations.

For FY 2010-11, Interfund A-87 Overhead costs were added to the budget unit to more closely reflect true costs of operations. Prior to this year, these costs were not budgeted and were absorbed by the General Fund.

In 2010, the County adopted new California Building Codes and on January 1, 2011, the new California Green Building Code will become effective.

## Permit Application/Plan Review

Building Inspectors review all building permit applications and conduct plan checks to insure the proposed construction conforms to building code requirements. The division works closely with Planning, Environmental Health, Fire Services, Public Works, and other outside agencies to ensure all conditions of approval are addressed in the application process.

A decrease in construction permit revenue is anticipated due to the economic conditions.

# Community Services

## Building and Inspection (2-722)

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Larry Bagley, Community Services Director

### Construction Inspections

Building Inspection staff performs scheduled field inspections for all building permits issued for the construction of residential, agricultural and commercial structures; including additions, alterations, and equipment modifications. Types of inspections include: structural support; plumbing, mechanical, and electrical systems; fire, life, and safety requirements; and energy compliance and access for the disabled.

### Complaint Investigations

Inspectors conduct complaint investigations relating to State and local housing, zoning, and Health and Safety Code violations; check structures for code conformance; and investigate alleged construction violations.

### Departmental Support

The division provides support and inspection services for Planning, Fire Services, and the Public Works Department relating to the enforcement of Zoning, Fire Code, and Flood Plain Management ordinance requirements. Emergency response by the division is provided in the event of fire or natural disaster.

### Public Education/Information

Information is provided by the division to the general public, property owners, contractors, design professionals, and other County departmental staff relating to building code requirements.

### 2009-10 Accomplishments

1. Provided staff training for the State's "Certified Access Specialist Certification."

2. Completed review and inspector training for the recently approved California 2008 Energy Efficiency Code which became effective January 1, 2010.
3. Completed a total of 49 hours of staff continuing education training in subjects relating to the building code and enforcement of County ordinance requirements that include: Flood Plain Management, disabled access, photo voltaic, and energy compliance.

### 2010-11 Objectives

1. Continue to provide quality plan review and inspection services with existing staff levels.
2. Review the entire building permit fee schedule and forward recommendations to the Board of Supervisors for review.
3. Review all building codes slated to be published by the State of California Building Standards Commission on July 1, 2010. Local amendments to the building, electrical, plumbing, mechanical and green code must be completed and recommended for adoption by the Board of Supervisors prior to the January 1, 2011 effective date.
4. In association with local building departments, provide education and training to the general public, contractors and design professionals on anticipated revisions to the building codes.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended at \$607,086.

A decrease of \$5,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

A reduction of \$1,800 from the requested amount is recommended in various Services & Supplies line items, based on a review of historic actual expenditures.

Interfund Information Technology charges have been reduced by \$515 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department Budget.

The Community Services Director concurs with the recommended budget.

# Community Services Environmental Health (2-725)

Larry Bagley, Community Services Director

## EXECUTIVE SUMMARY

DEPT HEAD: LARRY BAGLEY	UNIT: ENVIRONMENTAL HEALTH		FUND: GENERAL		0001 2-725	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	687,214	571,125	716,646	722,019	713,019	.5-
SERVICES AND SUPPLIES	20,238	15,646	23,700	22,600	20,450	13.7-
OTHER CHARGES	25,795	15,006	34,588	33,687	32,342	6.5-
* GROSS BUDGET	733,247	601,777	774,934	778,306	765,811	1.2-
INTRAFUND TRANSFERS	88,160	43,809	117,041	120,725	120,725	3.1
* NET BUDGET	821,407	645,586	891,975	899,031	886,536	.6-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	821,353	579,826	891,975	899,031	886,536	.6-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	821,353	579,826	891,975	899,031	886,536	.6-
* UNREIMBURSED COSTS	54	65,760	0	0	0	.0
ALLOCATED POSITIONS	7.00	7.00	7.00	7.00	7.00	.0

## Purpose

The mission of the Environmental Health Division of the Community Services Department 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 are mandated by way of the California Health and Safety Code and the California Plumbing Code.

## Major Budget Changes

### Salaries & Benefits

- \$7,488 Increase in County Contribution to Group

Insurance due to increased Health Insurance premiums

- (\$9,000) General reduction for salary savings

### Services & Supplies

- (\$3,250) General decrease in various services and supplies accounts

### Intrafund Transfers

- \$50,500 Increase in Intrafund Certified Unified Program Agency reimbursement for services provided to the CUPA program (shown as a negative expense)

# Community Services Environmental Health (2-725)

Larry Bagley, Community Services Director

- (\$15,000) Decrease in Intrafund Administrative Services for services provided by Community Services Administration to the Environmental Health Division
- \$69,529 Increase for the addition of Intrafund Overhead (A-87) Costs not previously budgeted

## Revenues

- \$10,000 Increase in Food Facility Permits fee revenue
- (\$10,000) Decrease in Land Use development permit fee revenue
- (\$7,431) Decrease in Interfund Environmental Health transfer from Public Health

## Program Discussion & Summary Budget Request

The requested budget is \$899,031.

The Environmental Health division 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, it conducts inspections and provides consultation to businesses that handle and store hazardous materials (CUPA budget unit 2-727).

The division includes three primary programs: Environmental Health Consumer Protection, Hazardous materials Program and Environmental Health Land Use.

### 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 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, investigations, and monitoring of pools and spas and safe drinking water supply. An increase of revenue is anticipated based on recent history.

Staff regularly contacts and inspects individual water systems serving retail food facilities and state small water systems (i.e., systems consisting of 5-14 service connections) for compliance with existing Health and Safety Code requirements for safe drinking water.

### Hazardous Materials Program

The description of the Hazardous Materials Program is included in the CUPA budget unit (2-727). Because the CUPA program does not contain any employees, the Environmental Health division provides staff-level services to the CUPA program. CUPA program fee revenue is then transferred to Environmental Health through

# Community Services Environmental Health (2-725)

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Larry Bagley, Community Services Director

an “intrafund” transfer to reimburse the division for staff costs.

## Environmental Health Land Use

The Land Use Program lends support to the Community 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 referred to the Planning Division, and construction projects referred to the Building Inspection 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. A decrease in revenue is anticipated based on recent history.

For FY 2010-11, Interfund A-87 Overhead costs were added to the budget unit to more closely reflect true costs of operations. Prior to this year, these costs were not budgeted and were absorbed by the General Fund.

## Accomplishments FY 2009-10

1. Environmental Health staff responded to service requests including failing septic systems, alleged food-borne illnesses, household garbage and substandard housing complaints, rabies related incidents, hazardous materials storage, methamphetamine labs, vector problems, drinking water issues, public swimming pool and recreational health concerns.

2. Assisted with a) the transfer of the CUPA Underground Storage Tank (UST) program from the Agriculture Commissioner’s Department to the Community Services Department, and b) the development of the Hazardous Materials Specialist job description that administers the UST program.
3. Issued a “Notice of Order” to the owner of a property in Yuba City due to the discovery of a methamphetamine lab. A Notice of Order requires the property owner to hire an authorized contractor to prepare a preliminary site assessment and work plan to evaluate and remediate the contaminated property.

## Objectives FY 2010-11

Continue activities that protect the health and well being of the citizens of Sutter County, our natural resources and the environment.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$886,536.

A decrease of \$9,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

A reduction of \$2,150 from the requested amount is recommended in various services and supplies line items, based on a review of historic actual expenditures.

## Community Services Environmental Health (2-725)

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*Larry Bagley, Community Services Director*

Interfund Information Technology charges have been reduced by \$1,345 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department Budget.

The Community Services Director concurs with the recommended budget.



EXECUTIVE SUMMARY						
DEPT HEAD: LARRY BAGLEY	UNIT: CUPA		FUND: GENERAL		0001 2-727	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SERVICES AND SUPPLIES	39,967	9,554	8,500	8,810	8,810	3.6
* GROSS BUDGET	39,967	9,554	8,500	8,810	8,810	3.6
INTRAFUND TRANSFERS	260,399	212,767	214,700	304,540	304,540	41.8
* NET BUDGET	300,366	222,321	223,200	313,350	313,350	40.4
OTHER REVENUES						
USER PAY REVENUES	171,308	133,404	152,000	152,500	152,500	.3
GOVERNMENTAL REVENUES	120,705	60,000	71,200	71,200	71,200	.0
TOTAL OTHER REVENUES	292,013	193,404	223,200	223,700	223,700	.2
* UNREIMBURSED COSTS	8,353	28,917	0	89,650	89,650	***
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Certified Unified Program Agency, or CUPA, for Sutter County, is the hazardous materials program within the Environmental Health Division of Community Services. The program is mandated by the State of California Health and Safety Code, Division 20 chapter 6.11 and is required to be implemented by Sutter County. The program serves Sutter County and the incorporated cities within the County. The purpose of CUPA is to prevent or mitigate damage to the health and safety of persons and the environment in Sutter County from the release, or threatened release, of hazardous materials.

## Major Budget Changes

### Intrafund Transfers

- \$145,956 Increase in Intrafund reimbursements from Environmental Health for services provided by the Hazardous Materials Specialist position
- (\$55,000) Reduced Intrafund reimbursement from the Agriculture Commissioner's Department due to the transfer of the Underground Storage Tank (UST) program to Environmental Health

## Program Discussion & Summary Budget Request

The Requested Budget is \$313,350.

CUPA provides on-site inspections and consultation to businesses that handle and store hazardous materials and 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, or may refer cases to the District Attorney.

This program is supported through business plan fees and grants.

Assembly Bill 1130 (Chapter 626, Laws of 2007), which went into effect January 1, 2008, authorized the Hazardous Materials Program to implement the Above Ground Petroleum Storage Act (APSA). A three-year grant will be funded by the California Environmental Protection Agency for \$56,001 to support this program from 2008-2010. The grant has been extended through May 1, 2011, and the unexpended balance of \$11,200 has been re-budgeted in FY 2010-11.

In FY 2009-10, the UST program was transferred from the Agricultural Commissioner's Department to the Community Services Department. A newly created Hazardous Materials Specialist position has assumed the UST responsibilities. The overall CUPA fee structure will be reviewed and updated in FY 2010-11 to reflect any changes resulting from the increased expenditures required to support this program.

## Accomplishments FY 2009-10

1. Transferred the UST program from the Agriculture Commissioner's Department to the Community Services Department.
2. Transferred all UST files, documents and reference materials to Community Services, thereby centralizing all CUPA records.
3. Worked with the Administration Division of Community Services to hire a new UST inspector (Hazardous Materials Specialist) to implement the UST program.
4. Developed new inspection report forms for the APSA and UST programs.

## Objectives FY 2010-11

1. Review and amend all CUPA fees to insure that actual costs are covered by revenues charged for services.
2. Continue activities which protect the health and well being of the citizens of Sutter County, our natural resources, and the environment.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended as requested.

The Community Services Director concurs with the recommended budget.

# Community Services Animal Control (2-726)

Larry Bagley, Community Services Director

## EXECUTIVE SUMMARY

DEPT HEAD: LARRY BAGLEY	UNIT: ANIMAL CONTROL		FUND: GENERAL		0001 2-726	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	598,356	480,208	715,852	706,684	620,125	13.4-
SERVICES AND SUPPLIES	110,426	103,054	104,676	112,550	111,200	6.2
OTHER CHARGES	45,723	22,994	56,152	54,829	53,444	4.8-
CAPITAL ASSETS	138,550	0	0	0	0	.0
* GROSS BUDGET	893,055	606,256	876,680	874,063	784,769	10.5-
INTRAFUND TRANSFERS	117,993	125,586	476,356	594,490	594,490	24.8
* NET BUDGET	1,011,048	731,842	1,353,036	1,468,553	1,379,259	1.9
<b>OTHER REVENUES</b>						
USER PAY REVENUES	192,670	150,020	200,000	189,750	189,750	5.1-
GOVERNMENTAL REVENUES	515,910	284,285	455,017	677,979	457,930	.6
TOTAL OTHER REVENUES	708,580	434,305	655,017	867,729	647,680	1.1-
* UNREIMBURSED COSTS	302,468	297,537	698,019	600,824	731,579	4.8
ALLOCATED POSITIONS	10.00	10.00	10.00	10.00	10.00	.0

## Purpose

The Animal Control Division is responsible for enforcing local, state, and federal laws and regulations that pertain to the care of animals for Sutter County and the cities of Yuba City and Live Oak. The Division provides for the health and welfare of people and animals by administering a mandated rabies control program, impounding stray or vicious/potentially dangerous animals, monitoring a quarantined animal program and responding to complaints of cruelty, neglect, and the inhumane treatment of animals.

The County Animal Shelter cares for sick and injured animals, shelters animals no longer in the care of their owners, returns impounded animals to their owners, secludes

potentially sick or dangerous animals from other animals and the public for quarantined periods of time, and adopts out animals to new families.

## Major Budget Changes

### Salaries & Benefits

- (\$43,705) Decrease in salaries and benefits for one Kennel Assistant position to be held vacant and unfunded
- (\$54,854) Reduction for two Animal Control Officer positions to be eliminated in January 2011

# Community Services Animal Control (2-726)

Larry Bagley, Community Services Director

- (\$54,057) Decrease during FY 2009-10 due to a budgeted vacant position being removed mid-year
- \$17,000 Increase in Unemployment Insurance
- \$20,213 Increase in Interfund Workers Compensation costs
- (\$6,000) General reduction for salary savings

## Services & Supplies

- \$10,000 Increase in Household expenses based on historical data

## Intrafund Transfers

- \$15,000 Increase in Intrafund Administrative Services
- \$131,251 Addition of A-87 Intrafund Overhead Costs previously not budgeted in this program
- (\$28,000) Decrease in Intrafund Plant Acquisition Costs due to the budgeting of remaining costs for the design of the new Animal Shelter

## Revenues

- (\$5,000) Decrease in Animal Control Service fees based on recent historical data

## Program Discussion & Summary Budget Request

The requested budget is \$1,468,553.

The Animal Control Division can be divided into three programs: Field Services, Shelter Operations, and Office Operations. The programs include a staff of uniformed Animal Control Officers, non-uniformed kennel staff, and office assistant staff. All are under the administrative direction of the Community Services Director.

### Field Services

Regulatory enforcement officers provide field services to the public by way of enforcing laws and regulations pertaining to stray animals, impounding vicious and potentially dangerous dogs, enforcing rabies vaccination and quarantine ordinances, picking up injured and deceased animals, conducting investigations for reports of animal bites, animal abuse, and animal neglect, and assisting in the licensing of dogs. Officers will also transport injured animals for veterinary care as needed and perform euthanasia services at the Animal Shelter.

Due to budgetary constraints, for FY 2008-09, the City of Yuba City negotiated an agreement with the County to assume limited field services previously provided by County staff, thereby reducing Yuba City's cost for services. The formal agreement expired June 30, 2009; however, the agreement was honored in FY 2009-10, and will continue in FY 2010-11.

### Shelter Operations

Domestic animals from the unincorporated areas of the County and the cities of Yuba

# Community Services

## Animal Control (2-726)

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*Larry Bagley, Community Services Director*

City and Live Oak are brought to the Animal Shelter. A total of 4,431 animals were housed by the Shelter in calendar year 2009. Housing for non-domestic animals is made by special arrangement, depending on the type of animal. Expenses related to shelter operations for feeding, safety, and sanitary housing are offset by a number of revenue streams, including user pay revenues, donations, and payments from the two contract cities. Animal Control staff work with the public and with local and distant animal welfare and rescue organizations to increase spaying/neutering and the placement and adoption of animals.

General costs to maintain the aging shelter have increased from year to year and the additional maintenance required for both the shelter and the animals, due to the structure, puts a strain on the Animal Shelter staff.

### Office Operations

The office staff process animal adoption transactions, the licensing of dogs and lost-and-found activities, provide general information to the public regarding animal care, and coordinate the dispatch of all field operations.

Budget changes for FY 2010-11 include: general salary and benefits savings as compared to FY 2009-10, an increase in Workers Compensation costs, an increase in Community Services Administrative Services provided to Animal Control, an increase in the overall cost of supplies and a decrease in revenues.

For FY 2010-11, Intrafund (A-87) overhead costs were added to the budget unit to more closely reflect true costs of operations. Prior to this year, these costs were absorbed by the General Fund.

A large portion of this budget unit's revenue comes from reimbursements by the cities of Yuba City and Live Oak for services provided; these costs are based proportionally on the population distribution. Due to budget constraints, for both the cities and the County, a closer look at expenditures has been conducted and appropriate adjustments made. The City of Yuba City has capped its budgeted costs at \$375,000, and this reduction has been reflected in the County's budget.

### New Shelter

The existing Animal Control Shelter was built in 1986 and constructed with materials found more commonly in standard residential construction. The facility does not meet Americans with Disabilities Act standards, the septic system is failing, and the shelter continues to have significant problems with rodent infestation. The present shelter is 4,130 sq. ft. and is no longer large enough to accommodate the increased volume of animals handled at this facility. Individual kennels often house four to five dogs at a time. More modern shelter design provides for only one dog to be housed per kennel. This separation helps to prevent potential spread of disease and reduces stress and fighting between animals.

In FY 2008-09, the County entered into a contract with Swatt/Miers Architects, Inc. to design a new facility, with an anticipated completion of the design and bidding of the construction contract originally scheduled to take place in FY 2009-10. Multiple meetings have been conducted, which included representatives from animal control specialist organizations, Sutter County and the cities of Yuba City and Live Oak. After considering multiple alternatives and making amendments to the draft

# Community Services Animal Control (2-726)

Larry Bagley, Community Services Director

Swatt/Miers design, which further reduced construction costs, on February 22, 2010, representatives from the County and Cities agreed to proceed with Swatt/Miers to complete the design project.

Separate agreements have been signed with the cities of Yuba City and Live Oak for their proportional costs relative to the design. Payments under these agreements will begin in FY 2010-11 and continue for a period of fifteen (15) years.

## Accomplishments FY 2009-10

1. Achieved 1<sup>st</sup> level national certification of two Animal Control Officers.
2. Established and instituted new hours of operations for both the Animal Control office and animal kennels. This allowed the flexibility needed to be open to the public longer on Wednesdays and Saturdays, thereby providing the opportunity to increase adoptions and reduce the time animals are held at the shelter. Staff believes that this change will ultimately reduce operational costs.
3. Increased public educational appearances at schools and multiple community events at different locations throughout the County, Live Oak and Yuba City.
4. Increased placement of animals by developing new relationships with breed specific rescue groups.

## Objectives FY 2010-11

1. Continue public appearances at schools and community events on the benefits of licensing and spaying/neutering

programs in order to increase public awareness and public education.

2. Increase compassionate and humane education efforts aimed at promoting responsible pet ownership.
3. Increase animal adoptions from the shelter and strive to reduce euthanasia rates. FY 2008-09 outcomes:

	Adopt	Euth	Owner	Other
Cats	17 %	58 %	2 %	23 %
Dogs	37 %	26 %	26 %	11 %

4. Provide ongoing training and complete national certification for all Animal Control Officers so that they may continue to provide quality services to the public and be prepared for disaster response.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$1,379,259.

It is recommended that one Kennel Assistant position (1.0 FTE) be held vacant and unfunded for the year. This results in a budget savings of \$43,705. This position will be reevaluated for FY 2011-12 based on the needs of the department and available financing.

It is also recommended that two filled Animal Control Officer I positions (2.0 FTEs) be eliminated in January of 2011. This results in a savings of \$54,854 and generates unemployment costs of \$18,000 for a net savings of \$36,854. During the

## Community Services Animal Control (2-726)

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*Larry Bagley, Community Services Director*

first six months of FY 2010-11, a concerted effort will be made to work out a regional solution to Animal Control that will be beneficial to all of the participating jurisdictions.

The Community Services Director concurs with the recommended budget with the exception noted above.

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

A reduction of \$1,320 from the requested amount is recommended in various Services & Supplies line items, based on a review of historic actual expenditures.

Interfund Information Technology charges have been reduced by \$1,385 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

Due to the above reductions, the share of costs from Yuba City and Live Oak has been reduced \$37,528 and \$8,036 respectively. Please note that the Yuba City share, as shown in the recommended budget, is \$375,000, as requested by Yuba City, instead of \$549,485, as calculated based on the established formula. This requires an additional \$174,485 subsidy from Sutter County. The capped revenue from Yuba City does not currently cover the cost of mandated services being provided to the city.

The County Administrative Officer and Community Services Director do not recommend that this subsidy to the City of Yuba City continue for the long-term, due to the County's own budget constraints, and suggest that a regional approach to Animal Control be explored as mentioned above.

# Community Services County Service Area G (0-301)

Larry Bagley, Community Services Director

EXECUTIVE SUMMARY						
DEPT HEAD: LARRY BAGLEY	UNIT: COUNTY SERVICE AREA G		FUND: COUNTY SERVICE AREA G		0301 0-301	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	687,758	366,461	687,407	598,992	598,992	12.9-
OTHER CHARGES	515-	70	93	33	33	64.5-
* GROSS BUDGET	687,243	366,531	687,500	599,025	599,025	12.9-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	687,243	366,531	687,500	599,025	599,025	12.9-
APPROPRIATION FOR CONTINGENCY	0	0	0	0	0	.0
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	687,243	366,531	687,500	599,025	599,025	12.9-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	10,050	4,426	9,500	8,775	8,775	7.6-
GENERAL REVENUES	677,192	369,958	678,000	590,250	590,250	12.9-
UNDESIGNATED FUND BALANCE 7/1	0	0	0	0	0	.0
TOTAL AVAILABLE FINANCING	687,242	374,384	687,500	599,025	599,025	12.9-
* UNREIMBURSED COSTS	1	7,853-	0	0	0	.0
ALLOCATED POSITIONS	.00	.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. 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.

City due to an anticipated decline in property tax revenues

## Major Budget Changes

### Services & Supplies

- (\$88,415) Decrease in the transfer of funds to the City of Yuba

### Revenues

- (\$88,250) Anticipated decrease in property taxes

## Program Discussion & Summary Budget Request

The Requested Budget is \$599,025.

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 fund was created to facilitate the pass-through of property tax and other revenue generated in and from the unincorporated portion of CSA-G pursuant to the Dissolution Agreement.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended as requested.

The Community Services Director concurs with the recommended budget.

# Community Services County Service Area F (0-305)

Larry Bagley, Community Services Director

## EXECUTIVE SUMMARY

DEPT HEAD: LARRY BAGLEY

UNIT: COUNTY SERVICE AREA F

FUND: COUNTY SERVICE AREA F

0305 0-305

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	1,496,282	1,243,888	1,518,222	1,612,772	1,594,772	5.0
SERVICES AND SUPPLIES	346,420	228,692	363,420	352,930	352,930	2.9-
OTHER CHARGES	153,444	112,489	169,898	212,832	210,817	24.1
CAPITAL ASSETS	208,847	273,184	0	20,000	20,000	***
* GROSS BUDGET	2,204,993	1,858,253	2,051,540	2,198,534	2,178,519	6.2
* NET BUDGET	2,204,993	1,858,253	2,051,540	2,198,534	2,178,519	6.2
APPROPRIATION FOR CONTINGENCY	0	0	132,817	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	2,204,993	1,858,253	2,184,357	2,198,534	2,178,519	.3-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	541,488	372,315	427,549	448,908	448,908	5.0
GOVERNMENTAL REVENUES	30,020	9,543	18,000	36,500	36,500	102.8
GENERAL REVENUES	1,630,688	930,929	1,556,600	1,510,000	1,510,000	3.0-
OTHER FINANCING SOURCES	2,532	0	0	0	0	.0
CANCELLATION P/Y DESIGNATIONS	0	0	186,549	57,934	37,919	79.7-
UNDESIGNATED FUND BALANCE 7/1	852,835-	579,917-	4,341-	145,192	145,192	3,444.7-
TOTAL AVAILABLE FINANCING	1,351,893	732,870	2,184,357	2,198,534	2,178,519	.3-
* UNREIMBURSED COSTS	853,100	1,125,383	0	0	0	.0
ALLOCATED POSITIONS	14.00	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, served under contract; the community of Sutter; and the unincorporated area from the Butte County line to the Nicolaus Bridge, excluding the Fire Protection Districts.

## Major Budget Changes

### Salaries & Benefits

- \$23,515 General salaries and benefits adjustments
- \$60,628 Increase in Other Pay and Overtime for strike team pay supporting out of the area jurisdictions – partially offset by corresponding revenue
- \$10,627 Increase in County Contribution to Group Insurance due primarily to

increased Health Insurance premiums

- (\$18,000) General reduction for salary savings

#### Services & Supplies

- (\$10,490) General decrease in Services and Supplies, primarily in Computer Hardware and Office Supplies

#### Other Charges

- \$33,791 Increase in Interfund Overhead (A-87) Costs
- \$8,847 Increase in Interfund Information Technology charges

#### Capital Assets

- \$20,000 Purchase of “Gear Guardian” washer – partially offset by grant revenue

#### Revenues

- \$50,000 Increase in Mutual Assistance for anticipated strike team reimbursement
- \$18,000 Federal grant revenue for the purchase of “Gear Guardian” washer
- (\$24,641) Decrease in Interfund Miscellaneous Transfer for Homeland Security Grant funding
- (\$50,600) Decrease in anticipated property tax related revenue

## Program Discussion & Summary Budget Request

The Requested Budget is \$2,198,534. The CSA-F fund receives no funding from the General Fund.

This budget unit operates four fire stations and has an equipment inventory of eight engines (Type I), six wild-land engines (Type III), one water-tender, and one heavy rescue/hazardous materials truck. Personnel include two captains, nine lieutenants, three fire apparatus engineers, 35 volunteers and up to four seasonal firefighters.

The Fire Department has been designated by the Insurance Services Office (ISO) as a Class 3 rating in the Sutter Community Services District, a Class 4 rating in the City of Live Oak and a Class 5 rating 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 designated as a Class 10 rating. Each rating number represents a fire defense and physical condition measurement relative to insurance risk. Lower values indicate less insurance risk.

During 2009, the department collectively responded to 1,818 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 career 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) and responded to many major urban-wildland interface fires during the very busy 2009 fire season. Members of this department responded to Los Angeles, Santa Barbara, Shasta and Yuba counties on local government and Cal-EMA Strike teams.

### **Continued Delay of 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 that the Fire Chief believed that funding would be available to replace the fire apparatus storage. Due to the continuing economic climate and an anticipated further decrease in property tax revenues, the department is required to again postpone the replacement of this building as well as the replacement of an additional fire engine.

## **Use of Reserves/Designations**

The CSA-F fund contains a Designation for Future Appropriations. This budget includes a recommendation to cancel Prior Year Designations in the amount of \$37,919. The estimated balance remaining in the Designation account will be \$125,841.

## **CAO Recommendation**

This budget is recommended at \$2,178,519.

A decrease of \$18,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$2,015 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The cancellation of Prior Year Designations has been reduced from the department's requested amount in order to balance this fund to the above changes.

The Community Services Director concurs with the recommended budget.

# Community Services County Service Area C - East Nicolaus (0-309)

Larry Bagley, Community Services Director

## EXECUTIVE SUMMARY

DEPT HEAD: LARRY BAGLEY

UNIT: CNTY SERVICE AREA C-E NICOLAUS FUND: CNTY SERVICE AREA C-E NICOLAUS 0309 0-309

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	1,160	1,584	1,584	2,870	2,870	81.2
SERVICES AND SUPPLIES	41,464	31,364	72,207	68,620	68,620	5.0-
OTHER CHARGES	17,294	10,599	99,350	12,711	12,711	87.2-
CAPITAL ASSETS	16,910	0	0	0	0	.0
* GROSS BUDGET	76,828	43,547	173,141	84,201	84,201	51.4-
* NET BUDGET	76,828	43,547	173,141	84,201	84,201	51.4-
APPROPRIATION FOR CONTINGENCY	0	0	25,971	0	0	100.0-
INCREASE IN DESIGNATIONS	0	0	103,205	192,879	192,879	86.9
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	76,828	43,547	302,317	277,080	277,080	8.3-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	11,027	0	1,000	4,000	4,000	300.0
GOVERNMENTAL REVENUES	2,285	1,503	2,100	2,150	2,150	2.4
GENERAL REVENUES	162,965	96,970	155,800	152,700	152,700	2.0-
UNDESIGNATED FUND BALANCE 7/1	43,969	143,417	143,417	118,230	118,230	17.6-
TOTAL AVAILABLE FINANCING	220,246	241,890	302,317	277,080	277,080	8.3-
* UNREIMBURSED COSTS	143,418-	198,343-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

County Service Area C – East Nicolaus (CSA-C) is a dependent special district. This budget unit funds the activities of the East Nicolaus Volunteer Fire Department. The Fire Department is responsible for fire suppression, rescue, hazardous materials response, and fire prevention within this service area.

## Major Budget Changes

### Other Charges

- (\$85,000) Decrease in Interfund Plant Acquisition charges

## Program Discussion & Summary Budget Request

The Requested Budget is \$84,201.

This budget funds the East Nicolaus Volunteer Fire Department (CSA-C). The service area encompasses approximately 62

# Community Services County Service Area C - East Nicolaus (0-309)

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*Larry Bagley, Community Services Director*

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 175 calls for services in 2009, which included 60 calls for medical attention, 45 traffic collisions and 75 fire related calls. This department is committed to participation in the State Mutual Aid System and provided personnel for response to Los Angeles, Santa Barbara, Shasta and Yuba counties during the 2009 fire season.

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

FY 2008-09 included \$85,000 for Interfund Plant Acquisition to complete the replacement of a sub-station building. The project was delayed and re-budgeted in FY 2009-10. Due to unforeseen circumstances, the project will not be completed as originally planned. The portion of the project that can be accomplished has been completed and it will not be refunded for FY 2010-11.

## Use of Reserves/Designations

This fund includes a Designation for Future Appropriations.

This budget includes a request to increase the Designation for Future Appropriations by \$192,879. This will bring the balance in the Designations for Future Appropriations account to \$464,348.

## CAO Recommendation

This budget is recommended as requested.

The Community Services Director concurs with the recommended budget.

# Community Services County Service Area D - Pleasant Grove (0-311)

Larry Bagley, Community Services Director

## EXECUTIVE SUMMARY

DEPT HEAD: LARRY BAGLEY

UNIT: CNTY SRVC AREA D-PLEASANT GROV FUND: CNTY SRVC AREA D-PLEASANT GROV 0311 0-311

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	1,182	1,630	1,630	3,027	3,027	85.7
SERVICES AND SUPPLIES	83,464	31,986	82,950	94,800	94,800	14.3
OTHER CHARGES	13,316	14,763	21,035	14,037	14,037	33.3-
CAPITAL ASSETS	152,146	0	0	220,000	220,000	***
* GROSS BUDGET	250,108	48,379	105,615	331,864	331,864	214.2
* NET BUDGET	250,108	48,379	105,615	331,864	331,864	214.2
APPROPRIATION FOR CONTINGENCY	0	0	15,842	0	0	100.0-
INCREASE IN DESIGNATIONS	0	0	142,449	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	250,108	48,379	263,906	331,864	331,864	25.8
<b>OTHER REVENUES</b>						
USER PAY REVENUES	21,554	5,026	1,000	4,000	4,000	300.0
GOVERNMENTAL REVENUES	3,196	1,543	3,000	2,900	2,900	3.3-
GENERAL REVENUES	222,979	133,475	217,000	213,800	213,800	1.5-
OTHER FINANCING SOURCES	1,208	0	0	0	0	.0
CANCELLATION P/Y DESIGNATIONS	0	0	0	61,699	61,699	***
UNDESIGNATED FUND BALANCE 7/1	44,078	42,906	42,906	49,465	49,465	15.3
TOTAL AVAILABLE FINANCING	293,015	182,950	263,906	331,864	331,864	25.8
* UNREIMBURSED COSTS	42,907-	134,571-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

County Service Area D – Pleasant Grove (CSA-D) is a dependent special district. This budget unit funds the activities of the Pleasant Grove Volunteer Fire Department. The Fire Department is responsible for fire suppression, rescue, hazardous materials response, and fire prevention within this service area.

## Major Budget Changes

### Services & Supplies

- \$12,000 Increase in Rents/Leases due to an increase in building lease costs

### Other Charges

- (\$6,592) Decrease in Interfund Overhead (A-87) Cost

## Capital Assets

- \$220,000 Purchase of one new water tender

## Program Discussion & Summary Budget Request

The Requested Budget is \$331,864.

The CSA-D 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 250 calls for service in 2009. This department is committed to participation in the State Mutual Aid System and provided personnel and/or equipment for response to Los Angeles, Santa Barbara, Shasta and Yuba counties during the 2009 fire season.

As with most fire departments, the Pleasant Grove Volunteer Fire Department has, or is currently working on, automatic aid agreements with neighboring fire agencies.

## Budget Changes

In FY 2010-11, the building lease agreement will increase from \$1,000 per month to \$2,000 per month. This increase is partially compensated for by the decrease in Intrafund Overhead (A-87) costs from \$8,013 to \$1,421.

The Department proposes to purchase a water tender at an estimated cost of \$220,000. Currently, depending on the type of fire being fought, firefighters will occasionally need to drive to other stations to get a specific piece of equipment, thereby creating a time delay in response. Having a water tender at this station will reduce response time and improve the delivery of service, especially in rural areas without municipal water systems. It will also add another resource to help the neighboring fire agencies and may increase the station's Insurance Services Office rating. If a new water tender can be located under the budgeted amount, it will be purchased. If not, a used water tender will be purchased or designed.

## Use of Reserves/Designations

The CSA-D fund includes a Designation for Future Appropriations.

This budget includes a cancellation of prior year designations in the amount of \$61,699 for the purpose of purchasing the water tender. The remaining balance in the Designation for Future Appropriations account will be \$302,601.

## CAO Recommendation

This budget is recommended as requested.

The Community Services Director concurs with the recommended budget.



# Community Services Emergency Services (2-401)

Larry Bagley, Community Services Director

EXECUTIVE SUMMARY						
DEPT HEAD: LARRY BAGLEY	UNIT: EMERGENCY SERVICES		FUND: PUBLIC SAFETY		0015 2-401	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	130,563	109,255	136,426	138,825	136,825	.3
SERVICES AND SUPPLIES	20,093	39,825	173,661	170,262	167,262	3.7-
OTHER CHARGES	251,008	115,872	409,125	229,514	228,608	44.1-
CAPITAL ASSETS	0	107	10,725	0	0	100.0-
* GROSS BUDGET	401,664	265,059	729,937	538,601	532,695	27.0-
INTRAFUND TRANSFERS	130,674	121,809	219,121	184,057	184,057	16.0-
* NET BUDGET	532,338	386,868	949,058	722,658	716,752	24.5-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	431,482	309,001	653,991	572,766	572,766	12.4-
TOTAL OTHER REVENUES	431,482	309,001	653,991	572,766	572,766	12.4-
* UNREIMBURSED COSTS	100,856	77,867	295,067	149,892	143,986	51.2-
ALLOCATED POSITIONS	1.00	1.00	1.00	1.00	1.00	.0

## Purpose

The Emergency Services Division is responsible for planning, response, and recovery activities associated with natural and man-made emergencies and disasters throughout the County, as well as coordination of those activities with other local agencies; the California Emergency Management Agency (CalEMA) and the Federal Emergency Management Agency (FEMA).

## Major Budget Changes

### Salaries & Benefits

- (\$2,000) General reduction for salary savings

## Services & Supplies

- (\$48,828) Decrease in Maintenance Equipment due to one-time expenses for river monitoring gauges in FY 2009-10
- \$44,000 Increase in Professional and Specialized Services due to re-budget of grant fund expenditures
- (\$29,816) Decrease in Employment Training reflecting grant funding in FY 2009-10
- \$30,000 Increase in Other Equipment for the purchase of a

Communications Tower offset  
by grant revenue

**Other Charges**

- (\$77,711) Decrease in Contributions to the City of Yuba City reflecting grant funding in FY 2009-10
- \$21,387 Increase in Miscellaneous Transfers Out
- (\$10,037) Decrease in Interfund Information Technology charges
- (\$8,500) Decrease in Interfund Administration Miscellaneous Departments due to decreased support services required from the Administrative Division
- \$62,000 Increase in Interfund Transfers Out to reimburse the Administration Division for services provided by the Hazardous Materials Specialist

**Capital Assets**

- (\$10,725) There are no Capital Assets requested for FY 2010-11

**Intrafund Transfers**

- \$34,114 Increase in Intrafund Other reflecting increased communications grants to be transferred to other County departments

**Revenues**

- (\$81,225) Overall decrease in Federal Grant and other Federal aid revenues reflecting differences in grant funding from the prior year

**Program Discussion &  
Summary Budget Request**

The requested budget is \$722,658.

The Emergency Services Division is responsible for developing plans in preparation for emergencies, assisting in the coordination of responses to emergencies, and pursuing assistance in the process of recovery from emergencies. It acts as the primary liaison between the State and the County for general mutual aid purposes (law enforcement and fire having their own mutual aid systems), and administers the Disaster Assistance, Homeland Security, and Emergency Management grant programs. It is also responsible for ensuring the integration of the National Incident Management System (NIMS), the National Response Framework (NRF), and the Standardized Emergency Management System into existing and developing policies, procedures, plans, and training for county-wide emergency management and first responders.

As the local Operational Area Coordinator, the Emergency Operations Manager coordinates and/or provides training for first responders, emergency operations personnel, and disaster services workers to ensure preparedness.

# Community Services Emergency Services (2-401)

Larry Bagley, Community Services Director

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There are currently two active programs within the Emergency Services Division: Administration and Grants Management.

## Administration

The Emergency Operations Manager oversees the Emergency Services Division along with a 0.40 FTE Hazardous Materials Specialist (as of January 2010). Under this program, staff coordinates training opportunities and operational exercises for multiple county personnel, develops public awareness programs (in conjunction with the County Public Information Officer) and as the Operational Area Coordinator, develops the basis for cooperation with other jurisdictions in preparing for response to emergency situations.

## Grants Management

The Emergency Operations Manager actively seeks funding from various grant programs to supplement County resources. Grant funding can often be used for the purchase of incident response equipment, preparedness assessment activities, public education programs and the training of personnel in response to a disaster.

This budget unit's expenditures are driven by the grant funding applied for and received.

Current grants which have been extended to the County and approved by the Board of Supervisors, and which are being managed by Emergency Services include:

*Emergency Management Performance Grant (EMPG)* - \$141,674. Funds will be used to support activities that contribute to the County's ability to prevent, prepare for,

mitigate against, respond to, and recover from emergencies and disasters.

*Public Safety Interoperability Communication (PSIC) Grant* - \$150,057. Funds are being used to purchase communications equipment that will be coordinated with the Sheriff's Department.

*Interoperability Communications Equipment Grant Program (ICEGP)* - \$60,000. Funds are being used to purchase communications equipment in conjunction with the Public Works Department and the Sheriff's Department.

*2009 Homeland Security Grant* - \$221,035. Funds are being re-budgeted to purchase equipment and provide training relative to emergency response.

*2010 Homeland Security Grant* – The amount of this grant has not yet been announced. The acceptance of revenue and approval of expenditures will require approval of a budget amendment once awarded.

## Accomplishments FY 2009-10

1. Coordinated a four-day Emergency Operations Center (EOC) position training and exercise session with the California Emergency Management Association (CalEMA) for 50 County personnel. This training provided insight into the EOC and the positions that are needed for managing an active emergency. This knowledge is key to having trained personnel available to respond during a disaster.
2. Coordinated a county-wide communications exercise to ensure continued knowledge and experience for emergency management and first responder personnel

# Community Services Emergency Services (2-401)

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*Larry Bagley, Community Services Director*

regarding the County's various communications systems.

3. Worked with CalEMA to develop specific emergency management trainings for County personnel in coordination with State personnel.

## Objectives FY 2010-11

1. Continue to enhance emergency operation plans through coordination with the State Office of Emergency Services to confirm the County's compliance with NIMS and NRP.
2. Continue participation with CalEMA regarding a feasibility study review to develop a new emergency information management system.
3. Continue to research communications and information upgrades for the EOC and community notification/warning options that could be utilized in the event of an imminent emergency.
4. Provide EOC position training and conduct training exercises to meet State and Federal requirements.
5. Develop public awareness and education programs by way of web access and printed materials regarding emergency preparedness.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$716,752.

A decrease of \$2,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

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

Interfund Information Technology charges have been reduced by \$906 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Community Services Director concurs with the recommended budget.

# Community Services Fire Services Administration (2-402)

Larry Bagley, Community Services Director

## EXECUTIVE SUMMARY

DEPT HEAD: LARRY BAGLEY	UNIT: FIRE SERVICES ADMINISTRATION			FUND: PUBLIC SAFETY		0015 2-402
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	156,823	146,288	178,490	189,759	186,759	4.6
SERVICES AND SUPPLIES	10,743	8,010	15,140	17,355	17,355	14.6
OTHER CHARGES	75,015	35,873	76,862	64,400	64,143	16.5-
CAPITAL ASSETS	0	44,225	45,500	0	0	100.0-
* GROSS BUDGET	242,581	234,396	315,992	271,514	268,257	15.1-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	242,581	234,396	315,992	271,514	268,257	15.1-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	7,140	1,029	6,000	9,000	9,000	50.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
OTHER FINANCING SOURCES	0	0	9,925	0	0	100.0-
TOTAL OTHER REVENUES	7,140	1,029	15,925	9,000	9,000	43.5-
* UNREIMBURSED COSTS	235,441	233,367	300,067	262,514	259,257	13.6-
ALLOCATED POSITIONS	1.00	1.00	1.00	1.00	1.00	.0

## Purpose

The Fire Services Administration budget unit consists of the Fire Services Manager/Fire Chief. The Fire Services Manger 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. He is responsible for formulating 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.

He 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

### Salaries & Benefits

- \$5,365 Increase in Other Pay for strike team participation
- (\$3,000) General reduction for salary savings

### Other Charges

- (\$13,000) Decrease in Interfund Admin – Miscellaneous Department to reflect reduction in support services received from Community Services Administration

### Capital Assets

- (\$45,500) Decrease due to purchase of one replacement vehicle in FY 2009-10

### Revenue

- \$5,000 Increase in Mutual Assistance for strike team pay
- (\$9,925) Decrease in Sale of Excess Property due to one-time sale of used vehicle to Emergency Services in FY 2009-10

## Program Discussion & Summary Budget Request

The requested budget is \$271,514.

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. (Budget unit 0-309)

### CSA-D

This Service Area consists of the Pleasant Grove Volunteer Fire Department. (Budget unit 0-311)

### 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. (Budget unit 0-305)

### 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. (Budget unit 0-301)

## Accomplishments FY 2009-10

1. In 2008, Sutter County Fire became the temporary assignee of a State Office of Emergency Services (OES) Fire Engine (OES 296). In 2009, using this equipment, personnel from CSA-C, CSA-D, and CSA-F supported the State Master Mutual Aid Plan by responding to incidents in Los Angeles, Santa Barbara, Shasta and Yuba Counties during the 2009 Fire Season.
2. In continuing to review the aid agreements with neighboring agencies, a new agreement was implemented with the U.S. Fish and Wildlife Service.

3. Received one new Type 3 Wild-Land Fire vehicle stationed at CSA-F, Live Oak.

### **Objectives FY 2010-11**

1. Review specifications for replacement of rolling stock in coordination with an established replacement program.
2. Coordinate the revisions of current automatic aid agreements with local agencies.
3. Continue to be a strong supporter of the State Master Mutual Aid Plan.

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

This budget unit does not include any reserves or designations.

### **CAO Recommendation**

This budget is recommended at \$268,257.

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

Interfund Information Technology charges have been reduced by \$257 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department Budget.

The Community Services Director concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: LARRY BAGLEY	UNIT: PLANNING		FUND: GENERAL		0001 2-724	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	893,936	721,611	1,025,680	1,049,353	914,046	10.9-
SERVICES AND SUPPLIES	2,076,485	1,074,672	7,169,192	2,655,341	2,629,391	63.3-
OTHER CHARGES	62,612	39,001	149,843	51,904	49,663	66.9-
* GROSS BUDGET	3,033,033	1,835,284	8,344,715	3,756,598	3,593,100	56.9-
INTRAFUND TRANSFERS	534,380	287,733	543,260	378,736	378,736	30.3-
* NET BUDGET	3,567,413	2,123,017	8,887,975	4,135,334	3,971,836	55.3-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	2,112,513	843,958	6,924,175	1,875,714	1,875,714	72.9-
GOVERNMENTAL REVENUES	96,751	60,857	562,342	563,391	563,391	.2
TOTAL OTHER REVENUES	2,209,264	904,815	7,486,517	2,439,105	2,439,105	67.4-
* UNREIMBURSED COSTS	1,358,149	1,218,202	1,401,458	1,696,229	1,532,731	9.4
ALLOCATED POSITIONS	9.00	8.00	8.00	8.00	8.00	.0

**Purpose**

The primary responsibility of the Planning Division of the Community Services Department is to administer the County's planning program as adopted by 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.

- (\$8,390) Decrease in Other Pay based on historic costs
- (\$12,000) General reduction for salary savings

**Major Budget Changes**

**Service & Supplies**

**Salaries & Benefits**

- (\$123,307) Decrease in Salaries & Benefits for one Senior Planner position to be held vacant and unfunded

- \$75,000 Increase in Professional & Specialized Services for consultant services related to the preparation of a Zoning Code update and Consistency Rezone project
- (\$160,000) Decrease in Professional & Specialized Services – General Plan reflecting remaining expenses to complete the General Plan update



Intrafund Transfers

- (\$350,000) Decrease in Intrafund Measure M revenue (shown as a negative expense) related to the processing of the Measure M development application
- \$60,000 Increase in Intrafund Administrative Services for services provided by Community Services Administration to the Planning Division
- \$88,219 Increase for the addition of Intrafund Overhead (A-87) Costs not previously budgeted

Revenues

- \$30,000 Increase in LAFCO contract revenue due to Municipal Services Reviews
- \$16,199 Increase in Contribution from Other Agency revenue representing reimbursement from other jurisdictions for NCCP/HCP processing

Program Discussion &  
Summary Budget Request

The requested budget is \$4,135,334.

The Planning Division reviews and processes general plan and zoning applications, land divisions, California Environmental Quality Act (CEQA) requirements, use permits, variances, and

other development related requests, as well as projects subject to the Surface Mining and Reclamation Act (SMARA) and code enforcement violations relative to the Zoning Code.

The division also coordinates the Local Agency Formation Commission (LAFCO) functions in cooperation with the County Administrator's Office and administers the county's Geographic Information System (GIS) data functions.

As of July 1<sup>st</sup>, the division is nearing the end of processing a comprehensive General Plan update for the County. The new document and a companion environmental impact report are anticipated to be completed for consideration of adoption by the Board of Supervisors in late 2010. The FY 2010-11 budget request reflects a re-budget of \$334,162; the remaining funds in the original budget of \$1,297,000 plus two amendments for \$70,398 and \$191,000. There is an additional \$15,838 budgeted to complete the project as needed. In addition, \$50,000 is budgeted for general review by consultants as needed for small projects and has an offsetting revenue amount.

A Zoning Code update and Consistency Rezone Project will be necessary once the General Plan update is completed and approved. The budget request includes \$100,000 in Professional and Specialized Services for the anticipated contract(s).

The County participates in a joint project with Yuba County on a Habitat Conservation Plan/Natural Communities Conservation Plan (HCP/NCCP). The division's administration of various grants associated with the NCP/HCCP is detailed in the Administration budget unit (2-721). The Planning Division provides review of

the documents drafted by the contracted biological specialist and participates in public outreach efforts.

Processing for the Measure M Sutter Pointe Specific Plan project was completed in 2009 and there are no anticipated revenues or expenditures included in the FY 2010-11 budget.

Despite the anticipated reduction in building construction applications, revenues from applications related to land use activity in FY 2010-11 are anticipated to be consistent with FY 2009-10. It should be noted that FY 2009-10 building construction applications were down 52% from FY 2008-09.

### **Accomplishments FY 2009-10**

The division completed substantial work and received significant public input on the comprehensive General Plan update, due for completion in FY 2010-11.

### **Objectives FY 2010-11**

1. Completion of work on the comprehensive General Plan update.
2. Begin work on a comprehensive Zoning Code update and Consistency Rezoning, resulting from adoption of the new General Plan.
3. Continued involvement in the NCCP development process with Yuba County, Yuba City and Live Oak.

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

This budget unit does not include any reserves or designations.

### **CAO Recommendation**

This budget is recommended at \$2,471,836.

It is recommended that one Senior Planner position (1.0 FTE) be held vacant and unfunded for the year. This results in a budget savings of \$123,307. Due to the anticipated continued reduction in planning and building applications, remaining duties can be covered with current personnel. This position will be re-evaluated for FY 2011-12 based on the needs of the department and available financing.

A decrease of \$12,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

A reduction of \$25,000 from the amount requested for the Zoning Code update and Consistency Rezone project is recommended anticipating increased in-house support for this project.

A reduction of \$950 from the requested amount is recommended in various services and supplies line items, based on a review of historic actual expenditures.

Interfund Information Technology charges have been reduced by \$2,241 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department Budget.

The Community Services Director concurs with the recommended budget.



# General Government

## *Section C*

Left to right: Fifth District Supervisor James Gallagher, First District Supervisor Larry Montna, Second District Supervisor and Board Chairman Stanley Cleveland Jr., Third District Supervisor Larry Munger, and Fourth District Supervisor Jim Whiteaker.

EXECUTIVE SUMMARY						
DEPT HEAD: MICHAEL V. STRONG	UNIT: ASSESSOR	FUND: GENERAL			0001 1-203	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	1,990,315	1,663,705	2,185,110	2,206,435	2,181,435	.2-
SERVICES AND SUPPLIES	64,177	51,061	57,455	49,855	47,855	16.7-
OTHER CHARGES	204,232	149,545	286,806	287,205	267,269	6.8-
* GROSS BUDGET	2,258,724	1,864,311	2,529,371	2,543,495	2,496,559	1.3-
INTRAFUND TRANSFERS	37,739	33,614	41,670	37,450	37,450	10.1-
* NET BUDGET	2,296,463	1,897,925	2,571,041	2,580,945	2,534,009	1.4-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	7,830	28,099	34,500	14,000	140,450	307.1
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	7,830	28,099	34,500	14,000	140,450	307.1
* UNREIMBURSED COSTS	2,288,633	1,869,826	2,536,541	2,566,945	2,393,559	5.6-
ALLOCATED POSITIONS	24.00	24.00	24.00	24.00	24.00	.0

**Purpose**

The County Assessor is charged with the annual responsibility of preparing the assessment rolls from which local property taxes are derived. As required by the State constitution, the Assessor must locate, inventory, and value all taxable property in Sutter County.

- (\$25,000) General reduction for salary savings

**Services & Supplies**

- (\$9,600) General decrease in various services and supplies accounts

**Major Budget changes**

**Other Charges**

- (\$19,894) Decrease in Interfund Information Technology charges

**Salaries & Benefits**

**Revenues**

- (\$11,249) Decrease in use of Extra Help
- \$11,696 Increase in County Contribution to Group Insurance due primarily to increased Health Insurance premiums
- \$15,636 Increase in Workers' Compensation charges

- \$126,450 Increase in Interfund Transfer-in from the State-County Property Tax Program special revenue fund (0-181)

## Program Discussion & Summary Budget Request

The Total Requested Budget is \$2,580,945.

As noted above, the primary function of the assessor and purpose for budgeted funds is to set values of all taxable property within the county in accordance with applicable tax laws excepting those values relating to the state-assessed utility roll, which are established by the State Board of Equalization (BOE). Valuations established by the assessor and BOE form the basis for property taxes, providing revenues to the County, cities, state, schools, and certain benefit assessment districts.

Although secondary to establishing property values, another important function of the assessor is to provide responsive public service to the citizens, other County departments, outside agencies, and the City by furnishing general information, answering property-related questions, researching ownership, assisting property owners with concerns regarding assessments, providing access to assessor's maps and property characteristics data, and a host of other duties as required.

Last year's budget narrative contained discussion on an important project being undertaken and then in process by the department. That project entailed the development of a comprehensive property characteristics database in electronic format. Although further refinement, expansion, and maintenance of that database will be ongoing into the future, the project was sufficiently complete toward the end of 2009 to constitute a viable and marketable product. Access to such data is desirable and in demand by property owners, other County departments, real estate professionals, lenders, and a variety of other outside agencies.

Once again, as during the preceding two fiscal periods, the primary focus of this department in the current fiscal period has been to address declining property values, pursuant to the provisions of Section 51 of the Revenue and Taxation Code (commonly referred to as "Prop 8"). Thousands of hours have been invested in this effort over the course of these most recent fiscal periods. Even so, realizing the limitations of our own time and resources to readily identify all properties warranting review, the notices of assessed value issued last year were revised to draw attention to and place even greater emphasis on information which already was in the notices pertaining to Prop 8 assessment reductions and the assessment appeals process – encouraging recipients of value notices to contact the office with questions, for assistance, and to request property reviews.

Although the circumstances triggering value declines have affected nearly every type of property, the highest level of overall Prop 8 activity has involved single-family residential properties. Presently, single-family homes comprise roughly 82% of the cumulative total of 6,953 parcels that have thus far received assessment reductions. [This total is forecast to be well in excess of 7,000 by close of the roll.] In simple terms, more than one out of every four single-family homes, on average, has received a Prop 8 assessment reduction. But now, the ripple effect in the local economy is beginning to affect commercial/retail property values, as well. Already, a number of significant Prop 8 commercial property value reductions have been enrolled or are in process – and there is every reason to anticipate a greater number in the coming year.

Due to the extreme volume of property reviews and decline-in-value adjustments added to the regular work flow, severe

demands have been placed on the entire staff. But it has been particularly challenging for the six (6) appraisers and one (1) aide, who are charged with the responsibility of establishing all real property values. It will again be necessary, for the third year, to request BOE approval for a 30-day extension to complete the annual assessment roll. Therefore, the FY 2010-11 roll will not be delivered to the Auditor until the end of July 2010.

At close of last year's (FY 2009-10) assessment roll, the cumulative effect of the increased workload level and assessment reduction activity, for the first time in recent history, resulted in an overall loss in assessed value, countywide, exceeding \$167.5 million – reflecting a 1.62% decline in the annual assessment roll total. For FY 2010-11, another circumstance likely will compound the effect of continuing declines in assessed values – the Prop 13 inflationary adjustment (typically 2%) applied as of January 1, 2010, for FY 2010-11, is .9763, or a negative .0237%.

Accordingly, although insufficient data is yet available to derive a reliable forecast, it is anticipated that the roll decline for FY 2010-11 likely could more than double that of the prior year. In terms of dollars, this would equate to somewhere in the range of a further \$300 to \$400 million decrease in total assessed value.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended at \$2,534,009.

The recommendation differs from the Assessors request in several respects.

A decrease of \$25,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

A reduction of \$2,000 from the requested amount is also recommended in the Office Equipment line item.

Interfund Information Technology charges have been reduced by \$19,936 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

An Interfund Transfer-In of \$131,450 is recommended from the State-County Property Tax Program special revenue fund (0-181), which is \$126,450 higher than the Assessor's request of \$5,000. The funds in this special revenue fund reflect the remaining balance of funds received under the State's former State-County Property Tax Administration Grant Program, which was eliminated by the State Legislature effectively in FY 2006-07. This funding source previously provided additional revenue to augment staffing and for acquisition of new equipment and technology necessary to enhance staff proficiency and productivity and to eliminate backlogs. However, because limited funds have been used to offset costs over the past three years, the balance in this fund is projected to reach approximately \$400,000 by July 1, 2010. In order to sustain present staffing, operational levels, and output, it is recommended for FY 2010-11 that approximately one-third of these funds (\$131,450) be used to offset the operations of the Assessor's office.

The Assessor concurs with the recommended budget.

EXECUTIVE SUMMARY							
DEPT HEAD: ROBERT E STARK	UNIT: AUDITOR-CONTROLLER		FUND: GENERAL			0001 1-201	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
<b>EXPENDITURES</b>							
SALARIES AND EMPLOYEE BENEFITS	987,482	909,908	1,135,089	1,273,546	1,126,536	.8-	
SERVICES AND SUPPLIES	41,136	52,674	90,210	558,795	40,800	54.8-	
OTHER CHARGES	327,075	461,878	662,508	431,669	335,363	49.4-	
* GROSS BUDGET	1,355,693	1,424,460	1,887,807	2,264,010	1,502,699	20.4-	
INTRAFUND TRANSFERS	17,774	12,486	16,254	16,410	16,410	1.0	
* NET BUDGET	1,373,467	1,436,946	1,904,061	2,280,420	1,519,109	20.2-	
<b>OTHER REVENUES</b>							
USER PAY REVENUES	4,336	2,619	2,500	2,500	2,500	.0	
GOVERNMENTAL REVENUES	0	0	0	0	0	.0	
TOTAL OTHER REVENUES	4,336	2,619	2,500	2,500	2,500	.0	
* UNREIMBURSED COSTS	1,369,131	1,434,327	1,901,561	2,277,920	1,516,609	20.2-	
ALLOCATED POSITIONS	13.00	13.00	13.00	13.00	13.00	.0	

**Purpose**

The responsibility of the Auditor-Controller, an elected official, is specifically defined under Government Code Sections 26880 - 26886 and 26900 - 26922. Government Code Section 26881 mandates that “the county auditor, or in counties that have the office of controller, the auditor-controller shall be the chief accounting officer of the county...” Additional authority is conferred upon the Auditor-Controller with respect to working capital funds [internal service funds] by Government Code Section 25260, “All funds created by this section shall be accounted for as prescribed by the county auditor or controller.” The State Controller’s Office requires the Auditor-Controller to sign the county’s cost plan as the “chief accounting officer for the county” (Handbook of Cost Plan Procedures for California Counties, Section 1420).

The Auditor-Controller is a key part of the internal control process to ensure the accurate compilation of the final budget, “It shall be the responsibility of the auditor to revise the proposed budget to reflect the actions of the board pertaining thereto in developing the final budget document” (County Budget Act, Section 29083).

The Auditor-Controller is required to be a member of the Treasury Oversight Committee (Government Code Section 27131).

**Mission Statement**

Provide excellent fiscal and management services to and on behalf of the people of Sutter County and county government (constituents, Board of Supervisors, county departments, and other local governmental entities), as authorized by the laws of the

State of California and ordinances of the County of Sutter.

## Fiscal Stewardship

- Accounting
- Auditing
- Budgeting
- Financial Reporting

## Independent

Independently ensure objectivity, accuracy, and full disclosure of material information in all aspects of communicating financial and management information.

## Management Information

Provide management information, which leads to increased awareness of and improvements in economy, efficiency, and effectiveness of operations.

## Major Budget Changes

### Salaries & Benefits

- (\$25,000) Decrease in overtime expenditures related to SunGard implementation expenses in FY 2009-10
- \$14,272 Increase in County Contribution to Group Insurance due to an increase in Health Insurance premiums
- (\$13,000) General reduction for salary savings

## Services & Supplies

- (\$44,000) Decrease in Professional & Specialized Services related to Sungard implementation expenses in FY 2009-10
- \$5,225 Increase in Employment Training for Sungard training classes in FY 2010-11
- (\$8,950) Decrease in Transportation & Travel for Sungard travel expenses in FY 2009-10

## Other Charges

- (\$75,992) Decrease in Information Technology charges
- (\$251,471) Decrease in Interfund Projects costs related to the purchase and implementation of the Sungard system in FY 2009-10

## Program Discussion & Summary Budget Request

### Types of Services

#### Administration - Management

Total Staffing: 2 FTEs - Executive management and supervision of the office.

#### Executive Secretary

Total Staffing 1 FTE - Secretarial support for executive management and office staff.

#### Accounts Payable

Total Staffing: 2.8 FTEs - Audits and processes all expenditure requests submitted



by County departments and special districts for compliance with Board policy and Auditor-Controller accounting policies. Distributes, upon direction from the State, all adoption assistance, childcare assistance, and job search transportation assistance warrants on behalf of the County. Audits and distributes expenditure requests on behalf of the Sutter County Courts. Monitors contract compliance requirements, appropriation controls, and maintains the County's financial reports.

## Cost Plan

Total Staffing: 1 FTE - Preparation of the County's A-87 Cost Plan. Analyzes County labor and equipment rates. Performs payroll duties as assigned. Cross-trained to perform general and subsidiary ledger accounting. Coordination of special district audits.

## General Ledger/Revenue Reporting

Total Staffing: 2 FTEs - Manages accounting records for general and subsidiary ledger accounting and control for the County, and those districts that deposit funds into the County Treasury. Manages countywide capital assets. Consolidated Court revenue and asset forfeiture distribution and reporting. County and Special District reporting.

## Payroll

Total Staffing: 2 FTEs - Provides timely and accurate payroll processing as well as analyzes, distributes and reports payroll to County departments and special districts to ensure accurate paychecks.

## Taxes

Total Staffing: 1.2 FTEs - Responsibilities include calculation of property taxes due

based on the assessment roll, apportionment of property taxes collected, and accounting for various types of benefit assessments, special assessments, and bonds. Manages the six property tax rolls. Manages AB 8 (Chapter 282, Statutes of 1979) property tax allocations and prepares tax reports, Unitary Tax formula, annual Proposition 4 Gann Expenditure Limit Report, and the resolution submitted to the Board of Supervisors for approval. Audits the collection of property taxes to ensure all taxes are properly collected by the Tax-Collector. Updates property tax rolls to account for jurisdictional changes and property tax exchange agreements. Provides budget forecasts of property tax revenue to CAO.

Manages debt service, which provides funding for repayment of long-term lease and bond payment obligations, as well as the associated costs for the administering trustee bank and for required annual disclosure statements. Includes ten school bonds totaling over \$265 million.

The department manages the \$1.73 million Certificate of Participation financing on the Health building.

Workload data for the department is shown at the end of this section.

## Legal Fees

A significant request in this budget unit is the reimbursement of legal fees to the Auditor-Controller and Assistant Auditor-Controller (\$460,000) and for independent legal counsel (\$40,000). While the case for the Auditor-Controller is currently on the docket of the California Supreme Court, all charges against the Assistant Auditor-Controller were dropped in 2006, the Appellate Court concluding "the record is devoid of any evidence that reasonably

supports the accusation that Putman engaged in willful misconduct by transferring funds from the general fund's general reserve." The basis for this request then is (1) to provide funds for the reimbursement of approximately \$60,000 of legal costs to the Assistant Auditor-Controller incurred during the performance of her sworn duty, (2) to provide (or set aside) funds (estimate \$400,000) for the eventual reimbursement of the Auditor-Controller's legal expense incurred during the performance of his sworn duty and (3) to provide for legal counsel (estimate \$40,000) for the Auditor-Controller's Office for necessary legal services needed by the office to conduct business due to the Declaration of Conflict of Interest by County Counsel. This conflict leaves the Auditor-Controller's Office without legal counsel regarding accounting, financial, employment and constitutional issues important to the taxpayers. Authority for this request is found in Government Code Sections 26884, 27642, and 26523.

### **SunGard Personnel-Payroll System Implementation**

On March 31, 2009, the Board of Supervisors approved a contract with Sungard Public Sector, Inc., to implement a new software system for Personnel, Payroll, Purchasing, and Budgeting. The Personnel, Payroll, and Purchasing modules are now scheduled to be implemented in July 2010; the Budget module and some peripheral components will be implemented in FY 2010-11. The requested budget for the Auditor's Office includes \$98,115 for overtime, training and travel and one full year of a limited-term Accountant II to assist permanent staff during the final phases of the implementation of the Payroll module. Much of these costs will be charged out to departments and will eventually be reimbursed through the A-87 cost plan.

### **Need for Internal Audits**

The Sutter County Board of Supervisors has a fiduciary duty to ensure that internal controls are in place and functioning but no program has been in place to validate their functioning and effectiveness since the internal auditor was laid off August 25, 1991. The only audits conducted since then have been by outside consultants. The County now has an ad hoc internal audit committee (comprised of two Board members, the Auditor-Controller, and the County Administrative Officer) but does not have an internal audit policy that complies with generally accepted government auditing Standards (GAGAS). The State of California recognizes the importance of professional internal auditing as defined below in the Government Code 1236 and 1237 which states in part "All state and local agencies with an aggregate spending of \$50 million or more annually shall consider establishing an ongoing audit function." Internal audits support management efforts to establish a culture to embrace ethics, honesty, and integrity – assisting management with the evaluation of internal controls used to detect or mitigate fraud, evaluate the county's assessment of fraud risk, and be involved in any fraud investigations. Internal audits will be conducted this year by an outside firm recommended by the Ad Hoc Committee so no internal audit position is requested this year.

### **Accomplishments**

Over the last year, the Auditor's Office has: (1) continued to cross-train staff for full coverage of the office during absences due to illness and vacation, and to improve morale by increasing the potential for advancement; and (2) presented the second annual year-end closing procedures training

workshops, including new information on A-87 Cost Plan.

### **FY 2010-11 Objectives**

The goals of the Auditor-Controller's Office for FY 2010-11 are (1) to complete implementation of the new SunGard payroll system; (2) to complete publication of the Auditor-Controller's policies and procedures manual; (3) continue to hold annual meetings with service departments and others to increase general Cost Plan knowledge in the County and update them on procedures for developing rates and allocations. This is intended to increase efficiency and reduce workload by providing authoritative information at the outset of the process; (4) to increase payroll efficiency by encouraging more employees

to sign up for direct deposit. Based on the experience of other entities, 90% is a reasonable goal; (5) to streamline the journal entry process; (6) to continue to educate and inform departments on how to prepare a journal entry; (7) to establish a migration and implementation plan for conversion of the Fixed Asset Access Database to the Capital Asset SunGard application; and (8) to begin a Tax Rate Area consolidation process in order to provide efficiencies in the County property tax system.

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

This budget unit does not include any reserves or designations.

Activity Indicators						
<i>Expenditure Report</i>	2008/09	2007/08	2006/07	2005/06	2004/05	2003/04
Governmental Funds	\$ 205,255,163	\$ 195,761,983	\$ 168,546,017	\$ 157,902,147	\$ 155,975,459	\$ 144,554,916
ISF & Enterprise Funds	14,779,791	7,604,716	7,674,988	8,033,003	8,147,265	7,062,635
Other	8,036,916	12,308,053	10,777,849	4,300,563	9,129,203	7,062,652
Total	\$ 228,071,870	\$ 215,674,752	\$ 186,998,854	\$ 170,235,713	\$ 173,251,927	\$ 158,680,203
<b>General Ledger</b>						
Journal Entries	3,553	3,568	3,501	3,490	3,743	3,979
Budget Amendments	63	65	69	21	68	94
Encumbrances	23	22	29	25	52	50
Treasury Deposit Receipts	5,955	5,706	5,747	5,748	5,705	5,727
<b>Capital Assets</b>						
Number of assets	859	827	827	781	766	750
Equipment, Buildings & Land	\$ 60,315,629	\$ 58,466,682	\$ 58,268,167	\$ 54,603,342	\$ 52,808,772	\$ 51,486,351
Infrastructure	\$ 88,514,599	\$ 88,514,599	\$ 88,856,409	\$ 87,686,542		
<b>Court Distribution</b>						
Jalan Collections	\$ 4,349,740	\$ 4,497,507	\$ 4,451,163	\$ 3,827,977	\$ 3,948,090	\$ 3,828,602
ORC Collections	293,915	292,512	256,394	253,966	212,122	142,163
Total Court Distribution	\$ 4,643,655	\$ 4,790,019	\$ 4,707,557	\$ 4,081,943	\$ 4,160,212	\$ 3,970,765
<b>Payroll</b>						
Number of payroll warrants	4,216	4,152	4,540	4,987	5,370	
Payroll warrants	\$ 6,709,519	\$ 6,211,730	\$ 6,132,280	\$ 6,546,400	\$ 6,905,017	
Number of direct deposits	22,412	22,658	21,358	21,336	20,077	
Payroll direct deposits	\$ 47,808,523	\$ 44,120,659	\$ 39,492,280	\$ 37,866,641	\$ 34,662,140	
% of direct deposits vs. warrants	84%	85%	82%	81%	79%	
Number of W-2's issued	1,164	1,173	1,199	1,161	1,149	
<b>Direct Assessments</b>						
Assessments Processed	131,689	129,905	129,913	127,575		
Total Accounts	62	66	66	68		
Total Amount	\$ 11,781,894	\$ 11,748,470	\$ 11,822,583	\$ 10,936,182		
<b>Apportionments</b>						
Total Amount	\$ 88,425,907	\$ 85,866,117	\$ 83,447,152	\$ 74,506,534	\$ 61,600,706	\$ 68,086,344
<b>Parcels</b>						
Total Parcels	35,415	34,532	34,278	34,469	32,712	30,118
Total TRA's	612	537	541	554	525	505
<b>School Bonds</b>						
Value of bonds	\$ 265,018,368	\$ 258,718,367	\$ 66,718,825	\$ 36,949,370	\$ 6,301,525	\$ 2,001,525
Number of bonds	9	9	8	7	5	3

## CAO Recommendation

This budget is recommended at \$1,519,109.

The recommended budget differs from the Auditor-Controller's budget request in several material respects.

First, funding for the requested equity adjustments for the Assistant Auditor-Controller, the Accounting Systems Analyst and the six (6) Accountant II positions has not been included. The Personnel Department submitted recommendations for reclassifications and equity adjustments for certain county positions, including those indicated above, in March 2010. The Board of Supervisors approved reclassification requests but not equity adjustments at that time. The Auditor-Controller included the costs for the recommended equity adjustments in his budget request. Due to the fiscal uncertainties related to the continued economic downturn and the State's budget crisis, no equity adjustments for existing positions are being recommended at this time. Therefore, a total of \$72,013 has been reduced from the Auditor-Controller's requested budget for salaries and related benefits.

Second, the requested \$500,000 for legal fees and legal representation has not been included. The Board has repeatedly turned down the Auditor's request for reimbursement of legal expenses (\$460,000) related to the defense of the Auditor-Controller and Assistant Auditor-Controller against their indictments. The remaining \$40,000 was intended for outside counsel to respond to business-related legal questions the Auditor may have. Again, due to the economic downturn and the State's fiscal crisis, new expenses such as this are not being recommended at this time. Therefore, \$500,000 has been reduced from the

Auditor-Controller's requested budget for Legal Fees.

Third, the Auditor-Controller has requested that the Limited Term Accountant II position remain fully funded for all of FY 2010-11. This position was approved in FY 2009-10 to assist permanent staff during the implementation of the new Sungard Personnel-Payroll system. The "go live" date for the new system is currently set for July 5, 2010; it is recommended that this position be funded through September 30, 2010, to provide continued support during the immediate post-implementation period. Therefore, a total of \$61,616 has been reduced from the Auditor-Controller's requested budget for salaries and related benefits.

Additionally, it is recommended that Extra Help be approved at \$13,845 to fund 875 hours of an Account Clerk III position. This recommendation is \$381 less than requested and reflects a change in the recommended use of those hours. This includes 325 hours for the Auditor-Controller's requested assistance during peak workload periods, such as year-end. It also includes 550 hours for data entry duties which have been previously performed by the Computer Operator in the Information Technology Department. Because the Computer Operator position is being defunded and will be held vacant, this recommendation reflects these duties being transferred to the Auditor-Controller's office with a respective increase in Extra Help hours. Interfund Information Technology charges also reflect a reduction of \$83,403 for amounts that would have been paid to the Information Technology Department for the estimated 550 hours of data entry service.

A decrease of \$13,000 in Salaries and Benefits is recommended to reflect

estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

A reduction of \$5,995 from the requested amount is also recommended in various Services & Supplies line items, based on a review of historic actual expenditures.

The Auditor-Controller has requested \$12,000 in Professional and Specialized Services for Sungard post-implementation refinement cost, however this is not recommended. Instead, funding to continue the implementation of the Sungard system is included in the Interfund Projects account. The Interfund Projects account has been

increased by \$18,000 to reflect a rebudget of Sungard implementation costs from FY 2009-10, to cover project components that will not be completed by June 30, 2010.

Interfund Information Technology charges have been further reduced by \$30,903 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Auditor-Controller does not agree with this recommendation.

EXECUTIVE SUMMARY						
UNIT: BOARD OF SUPERVISORS			FUND: GENERAL		0001 1-101	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	261,769	212,948	260,824	265,796	265,796	1.9
SERVICES AND SUPPLIES	52,166	41,427	63,200	60,700	60,700	4.0-
OTHER CHARGES	107,486	71,331	66,836	99,333	99,333	48.6
* GROSS BUDGET	421,421	325,706	390,860	425,829	425,829	8.9
INTRAFUND TRANSFERS	5,985	2,731	4,347	4,173	4,173	4.0-
* NET BUDGET	427,406	328,437	395,207	430,002	430,002	8.8
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	1,838	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	0	1,838	0	0	0	.0
* UNREIMBURSED COSTS	427,406	326,599	395,207	430,002	430,002	8.8
ALLOCATED POSITIONS	5.00	5.00	5.00	5.00	5.00	.0

## Purpose

The Board of Supervisors serves as the legislative body for Sutter County and provides policy direction for all branches of County government. The Board of Supervisors determines, pursuant to applicable Federal and State laws, the funding allocation for all County programs.

## Major Budget Changes

### Services & Supplies

- (\$2,500) General decrease in Maintenance Equipment, Memberships, Office Expenses, Office Equipment and Transportation & Travel accounts

### Other Charges

- \$32,497 General Increase in Information Technology and Liability Insurance Premium charges

## Program Discussion & Summary Budget Request

This budget is requested at \$430,002.

This budget includes only the five members of the Board of Supervisors and the costs necessary to support their office's operation. The budget is prepared by the County Administrator's Office.

In FY 2009-10 the Board of Supervisors implemented innovative Community programs to facilitate the citizens of Sutter County which include the following:

- In 2009, the Board of Supervisors refinanced the debt on the County's Health Department Building, reducing the interest rate by 40 percent and saving the County approximately \$450,000 over the next 11 years.
- The Board of Supervisors adopted a Resolution supporting the Sutter-Butte Flood Control Agency's (SBFCA) assessment district. The new assessment will help fund levee improvements along a 44-mile stretch of the Feather River. SBFCA is a multi-jurisdictional agency established to restore the integrity of the levees to help remove burdensome flood insurance requirements and building restrictions.
- Members of the Board of Supervisors attended the dedication ceremony for the completion of the Starr Bend setback levee, a project under the jurisdiction of Levee District One. Sutter County contributed funding of \$2.9 million, which included \$1.3 million from the Calpine Levee and Flood Control Improvement Fund.
- The Board continued to hold joint study sessions with the City Councils of the City of Yuba City and the City of Live Oak to discuss long-term planning issues to be incorporated into the County's General Plan Update. The General Plan Update is scheduled to be completed in late 2010.
- In 2010, the Board conducted a series of budget briefings on County department programs and how these programs impact the budget, including a study session in May 2010 on the status and cost of the County employee pension program (CalPERS).
- In 2010, the Board of Supervisors conducted its first recruitment for a new County Administrative Officer following the resignation of Larry T. Combs, who accepted a similar position in Merced County.
- In May 2010, the Board began providing the public with an additional way to view its public meetings by "web-streaming" its meetings live online and by archiving its meetings online for future viewing. This move will allow interested members of the public, who are unable to attend meetings in person or who do not have access to cable television, to view Board meetings.

The FY 2010-11 Recommended Budget reflects a decrease in various Services & Supplies accounts, including Maintenance Equipment, Memberships, Office Expenses, Office Equipment and Transportation & Travel, as compared to the FY 2009-10 Adopted Budget.

The Interfund Information Technology and Interfund Liability Insurance Premium accounts reflect increases based on allocated costs provided by the respective departments.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended as requested.



**Clerk-Recorder  
Clerk of the Board (1-105)**

*Donna M. Johnston, Clerk-Recorder*

EXECUTIVE SUMMARY						
DEPT HEAD: DONNA JOHNSTON	UNIT: CLERK OF THE BOARD		FUND: GENERAL		0001 1-105	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	156,562	130,998	165,736	176,492	174,492	5.3
SERVICES AND SUPPLIES	5,042	4,725	6,700	7,025	7,025	4.9
OTHER CHARGES	5,351	3,551	10,655	7,806	7,271	31.8-
* GROSS BUDGET	166,955	139,274	183,091	191,323	188,788	3.1
INTRAFUND TRANSFERS	1,213	1,204	681	1,309	1,309	92.2
* NET BUDGET	168,168	140,478	183,772	192,632	190,097	3.4
<b>OTHER REVENUES</b>						
USER PAY REVENUES	2,205	623	3,400	100	100	97.1-
GOVERNMENTAL REVENUES	0	1,350	0	1,700	1,700	***
TOTAL OTHER REVENUES	2,205	1,973	3,400	1,800	1,800	47.1-
* UNREIMBURSED COSTS	165,963	138,505	180,372	190,832	188,297	4.4
ALLOCATED POSITIONS	2.10	2.10	2.10	2.15	2.15	2.4

**Purpose**

The County Clerk is Ex-Officio Clerk of the Board of Supervisors. This office is charged with the responsibility of safekeeping all books, papers, and records which are deposited with this office, in accordance with State law. This office attends all meetings, and maintains all minutes and records of the Board of Supervisors, the Assessment Appeals Board, and other Board functions.

- (\$2,000) General reduction for salary savings

**Program Discussion & Summary Budget Request**

The requested budget is \$192,632.

The Clerk of the Board budget includes funding for two Deputy Board Clerks and a portion of the County Clerk-Recorder’s time for oversight of the office. A 5% position allocation of the Staff Analyst’s position to the Clerk of the Board budget unit is included in FY 2010-11 for a cost of \$5,220. This position performs the financial duties for the Clerk, Recorder, Elections and Clerk of the Board departments. The position allocation will be redistributed between these departments to more closely reflect the proportionate share of duties for the Staff Analyst.

**Major Budget Changes**

**Salaries & Benefits**

- \$5,220 Increase due to the addition of 5% share of Staff Analyst position (reduced in a related budget unit)

## Clerk-Recorder Clerk of the Board (1-105)

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*Donna M. Johnston, Clerk-Recorder*

Regular public Board meetings are held most Tuesdays at 7:00 p.m.

For FY 2010-11, the Clerk of the Board staff will continue to focus on serving the citizens of Sutter County.

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

This budget unit does not include any reserves or designations.

### **CAO Recommendation**

This budget is recommended at \$190,097.

A decrease of \$2,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$535 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Clerk-Recorder concurs with the recommended budget.

# Clerk-Recorder County Elections (1-502)

Donna M. Johnston, Clerk-Recorder

EXECUTIVE SUMMARY						
DEPT HEAD: DONNA JOHNSTON	UNIT: ELECTIONS		FUND: GENERAL		0001 1-502	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	409,347	304,705	392,987	441,325	436,325	11.0
SERVICES AND SUPPLIES	291,847	104,525	465,735	359,645	359,645	22.8-
OTHER CHARGES	43,463	22,423	50,192	56,384	52,433	4.5
* GROSS BUDGET	744,657	431,653	908,914	857,354	848,403	6.7-
INTRAFUND TRANSFERS	13,539	5,161	18,251	8,612	8,612	52.8-
* NET BUDGET	758,196	436,814	927,165	865,966	857,015	7.6-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	73,541	25,533	68,500	233,500	233,500	240.9
GOVERNMENTAL REVENUES	1,547	895	27,745	17,745	17,745	36.0-
TOTAL OTHER REVENUES	75,088	26,428	96,245	251,245	251,245	161.0
* UNREIMBURSED COSTS	683,108	410,386	830,920	614,721	605,770	27.1-
ALLOCATED POSITIONS	4.80	4.80	4.80	5.00	5.00	4.2

## Purpose

This budget unit is administered by the County Clerk-Recorder and funds all local elections for the Federal and State governments, as well as all County, City, school and Special District elections in Sutter County. This includes all aspects of registration, precincts and reporting, as well as voter registration maintenance.

## Major Budget Changes

### Salaries & Benefits

- \$32,700 Increase in Salaries and Benefits due to the reallocation of the Clerk-Recorder position to this budget unit (reduced in a related budget unit)

- (\$5,000) General reduction for salary savings

### Services & Supplies

- (\$111,000) Decrease in Special Department Expense due to single election for FY 2010-11 compared to multiple elections for FY 2009-10
- \$4,500 Increase in Office Equipment for one printer

### Intrafund Transfers

- (\$8,164) Decrease in Intrafund Postage

### Revenues

- \$173,500 Increase in Election Services revenue due to additional costs

eligible for reimbursement for FY 2010-11

- (\$12,000) Decrease in Candidate Filing Fee revenue due to fewer candidates required to pay filing fees
- (\$10,000) Decrease in VOTE Grant awarded to Sutter County in FY 2009-10 for improved accessibility for disabled to reflect \$10,000 received in FY 2009-10

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

The requested budget is \$865,966.

The Elections Budget Unit funds the elections that the county administers, as well as elections administered on behalf of other entities such as the cities of Yuba City and Live Oak as well as various School Districts and other Special Districts. Elections that are administered for other entities are consolidated with countywide elections, and the County is reimbursed for the other jurisdictions' proportionate share of costs.

The Clerk-Recorder's position allocation was increased from 30% to 50% in the Elections budget unit resulting in an increase in salaries and benefits of \$32,700. The Clerk-Recorder position is responsible for the oversight of the Clerk, Recorder, Elections and Clerk of the Board departments. In FY 2010-11, the position allocation will be redistributed between these departments to more closely reflect the proportionate share of duties for the Clerk-Recorder.

There is one election anticipated for this year - the November 2010 General Election.

Goals for FY 2010-11, in addition to conducting the election, include the implementation of the VoteCal project, which is an online voter registration verification system.

In FY 2009-10, Sutter County Elections was awarded grant funds for improving accessibility to, and participation in, the elections process for individuals with disabilities. A portion of the grant has been re-budgeted in FY 2010-11. Staff will continue to compete for additional available grant funding.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended at \$857,015.

A decrease of \$5,000 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$3,951 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Clerk-Recorder concurs with the recommended budget.

# Clerk-Recorder County Recorder (2-706)

Donna M. Johnston, Clerk-Recorder

EXECUTIVE SUMMARY						
DEPT HEAD: DONNA JOHNSTON	UNIT: RECORDER		FUND: GENERAL		0001 2-706	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	433,018	396,105	489,193	503,285	497,285	1.7
SERVICES AND SUPPLIES	62,973	47,027	94,440	54,847	54,847	41.9-
OTHER CHARGES	42,861	21,005	53,625	50,163	46,629	13.0-
* GROSS BUDGET	538,852	464,137	637,258	608,295	598,761	6.0-
INTRAFUND TRANSFERS	15,524	8,756	15,515	11,500	11,500	25.9-
* NET BUDGET	554,376	472,893	652,773	619,795	610,261	6.5-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	554,135	174,346	652,773	495,480	495,480	24.1-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	554,135	174,346	652,773	495,480	495,480	24.1-
* UNREIMBURSED COSTS	241	298,547	0	124,315	114,781	***
ALLOCATED POSITIONS	6.80	6.65	6.65	6.70	6.70	.8

## Purpose

The County Recorder is responsible for recording and filing documents which verify ownership, liens, or encumbrances, of all land in Sutter County. The Recorder's duties also include reproducing and indexing documents, papers, maps, and notices for which State law requires recording. Duties also include filing and maintaining birth, death, and marriage records for the County of Sutter.

## Major Budget Changes

### Salaries & Benefits

- \$2,240 Increase due primarily to the addition of a share of the Clerk-Recorder and Staff Analyst positions (reduced in a related budget unit)

- \$7,973 Increase in County Contribution Group Insurance due to increased Health Insurance premiums
- (\$6,000) General reduction for salary savings

### Services & Supplies

- (\$11,258) Decrease in Software License and Maintenance representing a portion moved to the County Clerk budget unit (2-710)
- (\$10,260) Decrease in Special Departmental Expense due to the deferral of digitizing micro-filmed documents
- (\$8,900) Decrease in Special Departmental Expense based on the anticipated needs of the department

**Other Charges**

- (\$6,979) General decrease in Interfund Information Technology

**Revenues**

- \$102,253 Increase in Recording Fees reflecting an increased fee starting January 2010
- (\$263,584) Decrease in Interfund Transfers-in Special Revenue Funds due to revenues from reduced numbers of recordings

**Program Discussion & Summary Budget Request**

The requested budget is \$619,795.

The Recorder Budget Unit funds the Recorder operations, which are funded by document recording fees. Document recording fees are regulated by Government Code and a specified portion of these fees are set aside into special revenue funds for specific recorder projects. These special revenue funds and their purposes are: 1) the Micrographic Fund (0-237), which funds the cost of converting the document storage system to micrographics, 2) the Clerk/Recorder Upgrade Fund (0-232), which funds the support, maintenance, improvement and provision of the Recorder operation for modernized creation, retention, and retrieval of information in the County's recorded document system, 3) the Vital Statistics Fund (0-288), which funds the modernization of vital records operations, and 4) the Social Security Truncation Fund (0280), which funds the redaction of social security numbers on recorded documents.

Salaries and benefits have been reallocated between the County Clerk, Elections, Clerk of the Board, and Recorder budget units to more closely reflect actual duties performed by staff. Both the Clerk-Recorder and the Staff Analyst positions have been increased by 5% in this budget unit.

As the trend in document recordings is currently down (as shown in the following chart), the department will be able to focus on the improvement of the vital records system, conversion of documents to microfilm and the redaction of social security numbers of recorded documents for FY 2010-11.

Fiscal Year	Deeds	Deed of Trust	Notice of Default	Notice of Trustee Sale	Trustee Deed	Total All Types Recordings
Estimated 2009-10	3265	2382	1130	1108	715	21450
2008-09	3132	2319	1163	947	682	19886
2007-08	3484	3988	1313	856	614	25019
2006-07	4507	7246	586	298	182	32590

**Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

**CAO Recommendation**

This budget is recommended at \$610,261.

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

Interfund Information Technology charges have been reduced by \$3,534 from the requested amount to reflect reduced charges countywide, based on a recommended

**Clerk-Recorder  
County Recorder (2-706)**

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*Donna M. Johnston, Clerk-Recorder*

reduction in the Information Technology  
Department budget.

The Clerk-Recorder concurs with the  
recommended budget.

# Clerk-Recorder County Clerk (2-710)

Donna M. Johnston, Clerk-Recorder

EXECUTIVE SUMMARY						
DEPT HEAD: DONNA JOHNSTON	UNIT: COUNTY CLERK		FUND: GENERAL		0001 2-710	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	200,742	155,758	218,795	182,113	179,513	18.0-
SERVICES AND SUPPLIES	6,379	3,212	8,410	10,555	10,555	25.5
OTHER CHARGES	4,985	3,206	5,427	6,425	6,063	11.7
* GROSS BUDGET	212,106	162,176	232,632	199,093	196,131	15.7-
INTRAFUND TRANSFERS	2,460	2,079	2,210	4,061	4,061	83.8
* NET BUDGET	214,566	164,255	234,842	203,154	200,192	14.8-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	105,151	89,757	103,000	101,200	101,200	1.7-
GOVERNMENTAL REVENUES	0	2,566	0	0	0	.0
TOTAL OTHER REVENUES	105,151	92,323	103,000	101,200	101,200	1.7-
* UNREIMBURSED COSTS	109,415	71,932	131,842	101,954	98,992	24.9-
ALLOCATED POSITIONS	2.30	2.45	2.45	2.15	2.15	12.2-

## Purpose

The County Clerk is responsible for issuing marriage licenses, processing passport applications, filing fictitious business name statements, registering notaries, process servers and professional photocopiers, performing wedding ceremonies, and other related work.

## Major Budget Changes

### Salaries & Benefits

- (\$40,160) Decrease due to the reallocation of the Clerk-Recorder and Staff Analyst positions (increase shown in related budget units)
- (\$2,600) General reduction for salary savings

### Services & Supplies

- \$4,200 Increase in Software License and Maintenance representing a portion of DFM software

## Program Discussion & Summary Budget Request

The requested budget is \$203,154.

The County Clerk budget unit funds the County Clerk operations, which include the acceptance of passport applications, Fictitious Business Name Statements, as well as marriage licenses and ceremonies. Vital records such as birth certificates are also available for purchase.

The Clerk's office prides itself on accuracy and continues to have no fraudulent passport



# Clerk-Recorder County Clerk (2-710)

*Donna M. Johnston, Clerk-Recorder*

applications as determined by the US Department of State.

Fictitious Name Statement revenue has slightly increased over the past year. The numbers of filings are shown below:

<b>FY 2005-06</b>	<b>767</b>
<b>FY 2006-07</b>	<b>853</b>
<b>FY 2007-08</b>	<b>755</b>
<b>FY 2008-09</b>	<b>627</b>
<b>FY 2009-10 est.</b>	<b>664</b>

The Clerk-Recorder's position allocation was decreased from 30% to 15% in the County Clerk budget unit for FY 2010-11. The Clerk-Recorder position is responsible for the oversight of the Clerk, Recorder, Elections and Clerk of the Board departments. The position allocation will be redistributed between these departments to more closely reflect the proportionate share of duties for the Clerk-Recorder.

The Staff Analyst position will be reduced from 25% to 10% in the County Clerk budget unit for FY 2010-11. This position performs the financial duties for the Clerk, Recorder, Elections and Clerk of the Board departments. The position allocation will be redistributed between these departments to more closely reflect the proportionate share of duties for the Staff Analyst.

The reallocation of these two positions reduces Salaries and Benefits by \$40,160.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$200,192.

A decrease of \$2,600 in Salaries & Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$362 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Clerk-Recorder concurs with the recommended budget.

**Clerk-Recorder  
Domestic Violence (2-711)**

*Donna M. Johnston, Clerk-Recorder*

EXECUTIVE SUMMARY						
DEPT HEAD: DONNA JOHNSTON	UNIT: DOMESTIC VIOLENCE CENTERS		FUND: GENERAL		0001 2-711	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
OTHER CHARGES	21,049	16,532	21,000	21,000	21,000	.0
* GROSS BUDGET	21,049	16,532	21,000	21,000	21,000	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	21,049	16,532	21,000	21,000	21,000	.0
OTHER REVENUES						
USER PAY REVENUES	21,049	16,532	21,000	21,000	21,000	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	21,049	16,532	21,000	21,000	21,000	.0
* UNREIMBURSED COSTS	0	0	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The purpose of this budget is to collect funds from fees generated by the issuance of marriage licenses and to distribute those funds to domestic violence programs, pursuant to Government Code (GC) §26840 and Welfare and Institutions Code (W&IC) §18305. The County may either forward these additional fees to the State for distribution to domestic violence centers, or it may distribute the funds to a local domestic violence center.

We recommend that the Board of Supervisors distribute the collected funds locally to Casa de Esperanza for local domestic violence programs. Casa de Esperanza provides a safe house for victims, as well as counseling services for victims of domestic violence.

The statistics of Marriage licenses for the past few years are as follows:

<u>Fiscal Year</u>	<u>Number of Marriages</u>
2009	606
2008	578
2007	565
2006	538
2005	527
2004	535
2003	471
2002	442
2001	459
2000	437

**Major Budget Changes**

None

**Program Discussion &  
Summary Budget Request**

The Requested Budget is \$21,000.

**Clerk-Recorder  
Domestic Violence (2-711)**

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*Donna M. Johnston, Clerk-Recorder*

**Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

**CAO Recommendation**

This budget is recommended as requested.

The Clerk-Recorder concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: CONTINGENCY		FUND: GENERAL		0001 9-900	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
* GROSS BUDGET	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	750,000	750,000	750,000	.0
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	0	750,000	750,000	750,000	.0
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	0	0	0	0	0	.0
* UNREIMBURSED COSTS	0	0	750,000	750,000	750,000	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

These funds are appropriated to be available for unanticipated expenses or unanticipated revenue shortfalls in the County General Fund. Transfers of funds from contingencies require approval by a 4/5ths vote of the Board of Supervisors.

This budget is prepared by the County Administrator’s Office.

**Program Discussion & Summary Budget Request**

The Recommended Appropriation for Contingencies is \$750,000.

The Contingencies budget is used for unanticipated requirements occurring in all County operations during the fiscal year. It acts as a hedge against unanticipated adverse state and federal budget actions, funds mid-

year employee salary and benefits adjustments, and provides funds for unanticipated needs that may occur during the course of the fiscal year. The recommended amount of \$750,000 represents approximately 1.2% of recommended total General Fund expenditures.

The zeroes shown in the “Actual” columns for prior years can appear misleading. To avoid double-counting of expenditures within the General Fund, the Auditor-Controller’s Office reduces the budgeted amount in the Contingency Reserve and adds to the budgeted amount in the new budget unit when a transfer is made. For example, the originally-budgeted amount for FY 2009-10 was \$750,000. However, as of April 30, 2010, transfers totaling \$381,500 have been approved for various projects during the year, following the approval of the FY 2009-10 Final Budget. These transfers have therefore reduced the adjusted budget to \$369,500 for

## **Contingency (9-900)**

*Stephanie J. Larsen, County Administrator*

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FY 2009-10. The same procedure will be used for FY 2010-11.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

# County Administrator (1-102) *Stephanie J. Larsen, County Administrator*

## EXECUTIVE SUMMARY

DEPT HEAD: STEPHANIE J LARSEN      UNIT: COUNTY ADMINISTRATOR      FUND: GENERAL      0001 1-102

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	1,088,781	871,589	1,229,192	1,190,328	1,086,328	11.6-
SERVICES AND SUPPLIES	46,777	37,876	58,600	46,400	46,400	20.8-
OTHER CHARGES	39,194	34,423	71,084	70,876	67,569	4.9-
* GROSS BUDGET	1,174,752	943,888	1,358,876	1,307,604	1,200,297	11.7-
INTRAFUND TRANSFERS	3,493	1,145	2,124	2,043	2,043	3.8-
* NET BUDGET	1,178,245	945,033	1,361,000	1,309,647	1,202,340	11.7-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	7,007	5,240	8,900	3,900	3,900	56.2-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	7,007	5,240	8,900	3,900	3,900	56.2-
* UNREIMBURSED COSTS	1,171,238	939,793	1,352,100	1,305,747	1,198,440	11.4-
ALLOCATED POSITIONS	8.00	8.00	8.00	8.00	8.00	.0

## Purpose

The County Administrative Officer (CAO) is appointed by the board of Supervisors to manage the day-to-day operations of the County and to provide staff support to the Board of Supervisors. The duties of the CAO and her staff include attending all Board meetings; providing policy recommendations for matters being considered by the Board; preparing and submitting the annual proposed County budget to the Board of Supervisors; and monitoring the fiscal condition of all County departments. Additionally, the CAO assists the Board in administering policy, including managing County operations to ensure overall effectiveness. This department is also responsible for representing the Board of Supervisors to other jurisdictions such as the Cities of Yuba City and Live Oak, neighboring counties, and the State of

California. In addition, the CAO provides staff to the Local Agency Formation Commission (LAFCO).

## Major Budget Changes

### Salaries & Benefits

- (\$32,519) Decrease in salaries and benefits for employees that separated from County service in FY 2009-10 and the subsequent filling of the vacated positions at lower levels of the salary scale
- (\$12,345) Decrease in Other Pay related to payment of accrued leave balances for employees that left County service in FY 2009-10

- (\$90,000) Decrease related to holding one position vacant and unfunded for a portion of FY 2010-11
- (\$14,000) General reduction for salary savings
- \$6,000 Increase in Interfund Workers Compensation premium charges

**Services & Supplies**

- (\$1,800) Decrease in Memberships
- (\$3,000) Decrease in Special Department Expenses
- (\$3,500) Decrease in Employee Training
- (\$5,000) Decrease in Transportation and Travel

**Other Charges**

- \$3,789 Increase in Interfund Information Technology charges
- (\$7,704) Decrease in Interfund Projects charges, including a re-budget for the Budgeting module of the Sungard system

**Revenue**

- (\$5,000) Decrease in Other Revenue due to one-time scholarship for training in FY 2009-10

**Program Discussion & Summary Budget Request/ CAO Recommendation**

The Requested Budget is \$1,309,647.

The County Administrative Office (CAO) is the administrative arm of the Board of Supervisors. The CAO provides leadership and guidance in the implementation of the policies of the Board of Supervisors. The CAO analyzes issues and makes recommendations to the Board regarding the administration and operation of County departments and programs. The CAO coordinates and oversees the County budget and monitors the use of financial and human resources. The Public Information Officer, housed within the CAO’s office, provides media relations and related support to all departments.

The CAO’s office oversees the SB 90 state mandate reimbursement contract, and approves interdepartmental rates charged out to departments by the Information Technology and Fleet Services internal service funds.

The CAO also prepares and administers the budgets for Non-Departmental Expenses (1-103), General Revenues (1-209), Appropriation for Contingencies (9-900), Subsidy Requests (7-202), three Court-related budgets (2-109, 2-110, and 2-112), and the nine County Share budgets representing the County General Fund contributions to other funds.

Accomplishments in FY 2009-10 include:

- Provided oversight and budgetary management for the implementation of the County’s new Sungard software

system for Personnel, Payroll, Purchasing, and Budgeting

- Completed the first Countywide fee update study
- As a member of the Internal Audit Ad Hoc Committee, awarded a contract for a Management Audit
- Updated several sections of the County’s Administrative Policies and Procedures Manual

In 2010, the County, through the Public Information Officer, produced a video documentary of the 1955 Sutter County Flood. The project was an outgrowth of the County’s flood awareness outreach efforts, and helped the County’s Department of Water Resources earn a 6 rating from the Federal Emergency Management Agency’s Community Rating Service program—realizing a 20 percent reduction in flood insurance premiums for Sutter County properties mapped into the high risk flood zone.

The Public Information Officer also coordinated media relations training jointly with Yuba County for representatives of various area public agencies, and is coordinating joint emergency information training with Yuba City and other surrounding agencies.

The County Administrative Office goals for FY 2010-11 include:

- Continued oversight of the countywide Sungard project and implementation of the new budgeting module
- In conjunction with the Cities of Yuba City and Live Oak, as well as

Community Services and Public Works, to conduct a study of the most cost-effective ways to provide animal control services and replace the badly-aging animal shelter.

- To complete and update the countywide fee study begun in FY 2009-10.
- To conduct a study of fleet services to identify potential cost-savings.
- To identify other areas within County government where additional cost-efficiencies can be achieved.

The budget is recommended at \$1,202,340.

A decrease of \$32,519 is recommended in salaries and related benefits to reflect savings related to employees separating from County service in FY 2009-10 and the subsequent filling of the vacated positions at lower levels of the salary scale.

A savings of \$90,000 is expected due to one position being left vacant and unfunded for a portion of FY 2010-11.

A decrease of \$14,000 in salaries and benefits is also recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated county wide.

Interfund Information Technology charges have been reduced by \$3,307 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

This budget recommendation includes reductions to various services and supplies accounts in an effort to reduce costs in



recognition of reduced countywide financing.

On March 31, 2009, the Board of Supervisors approved a contract with Sungard Public Sector, Inc., to implement a new software system for Personnel, Payroll, Purchasing, and Budgeting. The Personnel, Payroll, and Purchasing modules are scheduled to be implemented by July 2010; the Budget module and some peripheral components are re-budgeted in FY 2010-11. The CAO's budget includes \$23,000 for this department's share of costs related to this project. The Recommended Budget also includes a re-budget of \$30,000 for one extra-help position to assist regular staff during the implementation of the budget module.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

EXECUTIVE SUMMARY						
DEPT HEAD: RON ERICKSON	UNIT: COUNTY COUNSEL		FUND: GENERAL		0001 1-301	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	1,001,225	815,056	1,056,234	955,913	941,913	10.8-
SERVICES AND SUPPLIES	112,050	88,548	160,220	249,790	187,790	17.2
OTHER CHARGES	17,072	8,819	18,109	16,999	15,872	12.4-
* GROSS BUDGET	1,130,347	912,423	1,234,563	1,222,702	1,145,575	7.2-
INTRAFUND TRANSFERS	68,680-	742-	27,432-	2,697	2,697	109.8-
* NET BUDGET	1,061,667	911,681	1,207,131	1,225,399	1,148,272	4.9-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	33,424	25,994	38,000	36,000	36,000	5.3-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	33,424	25,994	38,000	36,000	36,000	5.3-
* UNREIMBURSED COSTS	1,028,243	885,687	1,169,131	1,189,399	1,112,272	4.9-
ALLOCATED POSITIONS	6.50	6.50	6.50	6.50	6.50	.0

**Purpose**

The County Counsel serves as the chief civil law attorney for the County of Sutter, providing legal advice to County officials and officers and prosecuting and defending lawsuits on behalf of the County.

**Services & Supplies**

- \$89,570 Increase in Professional & Specialized Services for one position to be vacant for six months and back-filled with outside Counsel
- (\$55,000) Decrease in Professional & Specialized Services to reflect renegotiated contracts and general reduction of law research services
- (\$2,000) General decrease in Transportation & Travel
- (\$5,000) General decrease in Subscriptions & Publications

**Major Budget Changes**

**Salaries & Benefits**

- (\$89,570) Decrease in Salaries & Benefits for one position to be vacant for six months and back-filled with outside Counsel
- (\$14,000) General reduction for salary savings

## Program Discussion & Summary Budget Request

The Requested Budget is \$1,225,399.

The County Counsel budget provides funds for the office to perform duties prescribed by state statute, local ordinance, and as assigned by the Board of Supervisors. As part of the County Counsel's function, an attorney from the office attends meetings of the Board of Supervisors, the County Planning Commission, and the Assessment Appeals Board. County Counsel also attends meetings of the Gilsizer County Drainage District and the Feather River Air Quality Management District, both independent special districts. Pursuant to contract, the County advises the Local Agency Formation Commission and attends its meetings. Additionally, County Counsel provides advice to various independent special districts located in the County on an as-needed basis. The primary duties of the County Counsel's office are as follows:

- Representing the Public Guardian in establishing and renewing conservatorships under the Probate Code and under the Welfare and Institutions Code.
- Representing the Mental Health facility before the Superior Court in writs of habeas corpus and informed consent proceedings.
- Representing the Child Protective Services division of the Welfare and Social Services Department in juvenile court proceedings.
- The office renders legal opinions in writing and orally in response to requests from the Board of Supervisors, the County Administrative Officer, County department

heads, other management employees and special districts.

- The County Counsel provides litigation services in lawsuits both by and against the County including those relating to planning, zoning, California Environmental Quality Act, code enforcement, writs of mandate, tax matters, and other complex litigation.
- Advising County department heads and the Personnel Department in employee disciplinary matters and litigating such matters from the initial procedures to arbitration to court proceedings.
- County Counsel has been very active in enforcing bail bond forfeitures and will continue this practice in FY 2010-11.
- County Counsel coordinates with the Risk Manager and the County's insurance adjuster with regard to tort litigation and the selection of counsel.
- From time to time, County Counsel contracts with outside counsel in cases where County Counsel's office has a conflict of interest or where expertise in a specific legal area is required.
- County Counsel's goal for FY 2010-11 is to continue to provide timely and quality legal services to the County, to vigorously defend and prosecute lawsuits on behalf of the County, and to provide well-researched and reasoned advice to County officers and departments.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$1,148,272.

A decrease of \$14,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

The Professional & Specialized Services account has been reduced by \$55,000, as County Counsel been able to renegotiate and reduce current contracts for legal research services and for outside counsel services. Additionally, a reduction of \$7,000 is reflected in the Subscriptions & Publications and Transportation & Travel accounts. The reductions in Professional & Specialized Services and Subscriptions & Publications will reduce the legal research tools available to the department as well as the County's ability to retain outside counsel for legal expertise in areas not generally within the scope of County Counsel attorneys. Therefore, the impact of these reductions will need to be monitored during the year and potentially reevaluated for FY 2011-12.

Interfund Information Technology charges have been reduced by \$1,127 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

County Counsel concurs with the recommended budget.

# County Share Budgets Trial Courts - General (2-110)

Stephanie J. Larsen, County Administrator

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: TRIAL COURTS-GENERAL		FUND: TRIAL COURT		0014 2-110	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	3,689,712	4,150,000	3,880,345	4,537,768	4,537,768	16.9
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	17,772-	14,100-	0	0	0	.0
TOTAL OTHER REVENUES	3,671,940	4,135,900	3,880,345	4,537,768	4,537,768	16.9
* UNREIMBURSED COSTS	3,671,940-	4,135,900-	3,880,345-	4,537,768-	4,537,768-	16.9
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

This budget, which is prepared by the County Administrative Officer, shows the contribution from the County General Fund necessary to balance the Trial Court Fund. The Trial Court Fund consists of the budgets for Probation, Sheriff's Court Bailiffs, the Public Defender, and the County General Fund contribution to operation of Superior Court and conflict indigent defense costs.

## Major Budget Changes

### Revenues

- \$657,423 Increase in Interfund General Fund cost

## Program Discussion & Summary Budget Request/ CAO Budget Recommendation

The recommended General Fund Contribution is \$4,537,768, which is an increase of \$657,423 (17%) compared to the FY 2009-10 Adopted Budget. As noted, this Unreimbursed Cost represents the County share of all recommended budgets in the Trial Court Fund.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

# County Share Budgets Trial Court Funding (2-114)

Stephanie J. Larsen, County Administrator

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: TRIAL COURT-COUNTY SHARE		FUND: GENERAL		0001 2-114	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
OTHER CHARGES	3,689,712	4,150,000	3,880,345	4,537,768	4,537,768	16.9
* GROSS BUDGET	3,689,712	4,150,000	3,880,345	4,537,768	4,537,768	16.9
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	3,689,712	4,150,000	3,880,345	4,537,768	4,537,768	16.9
OTHER REVENUES						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	0	0	0	0	0	.0
* UNREIMBURSED COSTS	3,689,712	4,150,000	3,880,345	4,537,768	4,537,768	16.9
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

This budget unit, which is prepared by the County Administrator's Office, reflects the General Fund cost of the Trial Court Fund. The amount appropriated is shown as a revenue in the Trial Court General Budget (Budget Unit 2-110).

\$657,423 (17%) higher than the FY 2009-10 Adopted Budget.

The recommended amount equals the revenue that is required to meet the Unreimbursed Costs of all the budget units within the Trial Court Fund, which include Sheriff's Court Bailiffs (2-103), Public Defender (2-106), Trial Court Funding (2-109), Superior Court (2-112) and Probation (2-304).

## Major Budget Changes

### Other Charges

- \$657,423 Increase in Interfund Trial Court cost

The increased County Contribution to this fund is primary due to increases in unreimbursed costs in the Trial Court Funding budget unit (an increase of \$341,480 over the FY 2009-10 Adopted Budget) and the Probation budget unit (and increase of \$207,941 over the FY 2009-10 Adopted Budget). There is also an increase of \$90,780 in the Superior Court budget unit. The bases for these changes are

## Program Discussion & Summary Budget Request/ CAO Budget Recommendation

The recommended General Fund contribution is \$4,537,768, which is

## County Share Budgets Trial Court Funding (2-114)

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*Stephanie J. Larsen, County Administrator*

discussed in the individual budget unit narratives.

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

This budget unit does not include any reserves or designations.

# County Share Budgets Public Safety - General (2-210)

Stephanie J. Larsen, County Administrator

## EXECUTIVE SUMMARY

DEPT HEAD: STEPHANIE J LARSEN	UNIT: PUBLIC SAFETY-GENERAL	FUND: PUBLIC SAFETY	0015 2-210			
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	20,437,967	15,645,714	22,556,962	22,224,796	22,224,796	1.5-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	58,347-	50,005-	0	0	0	.0
TOTAL OTHER REVENUES	20,379,620	15,595,709	22,556,962	22,224,796	22,224,796	1.5-
* UNREIMBURSED COSTS	20,379,620-	15,595,709-	22,556,962-	22,224,796-	22,224,796-	1.5-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

This budget unit, which is prepared by the County Administrator's Office, was created by the Board of Supervisors in 1993. It shows both the revenue derived from the ½ percent sales tax increase the State's voters approved when they passed Proposition 172 in November 1993 and the contribution from the County General Fund necessary to finance public safety costs. The General Fund contribution is budgeted in the Public Safety - County Share budget unit (2-215).

- (\$750,000) Decrease in Interfund Transfer In-Special Revenue from the Public Safety Augmentation Fund (0-282)

## Program Discussion & Summary Budget Request/ CAO Budget Recommendation

The Revenue for this budget is recommended at \$22,224,796, which is \$332,166 (1.5%) less than the FY 2009-10 Adopted Budget. The recommended General Fund contribution is \$16,974,796, which is \$417,834 more than the FY 2009-10 Adopted Budget.

## Major Budget Changes

### Revenues

- \$417,834 Increase in Interfund General Fund Cost

Proposition 172 revenue is estimated at \$5,250,000. This revenue estimate assumes a decrease of \$750,000 from the prior fiscal year. Based on current economic



## County Share Budgets Public Safety - General (2-210)

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*Stephanie J. Larsen, County Administrator*

conditions, it is anticipated this sales tax based revenue will decrease in FY 2009-10 and will remain constant, with no increase or decrease, in FY 2010-11.

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

This budget unit does not include any reserves or designations.

# County Share Budgets Public Safety (2-215)

Stephanie J. Larsen, County Administrator

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: PUBLIC SAFETY-COUNTY SHARE		FUND: GENERAL		0001 2-215	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	14,487,697	11,700,000	16,556,962	16,974,796	16,974,796	2.5
* GROSS BUDGET	14,487,697	11,700,000	16,556,962	16,974,796	16,974,796	2.5
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	14,487,697	11,700,000	16,556,962	16,974,796	16,974,796	2.5
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	0	0	0	0	0	.0
* UNREIMBURSED COSTS	14,487,697	11,700,000	16,556,962	16,974,796	16,974,796	2.5
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

This budget unit, which is prepared by the County Administrator's Office, reflects the General Fund cost of the Public Safety Fund.

The amount appropriated in this budget unit appears as revenue in the Public Safety - General budget unit (2-210), which is located in the Public Safety Fund.

## Major Budget Changes

### Other Charges

- \$417,834 Increase in Interfund Public Safety Costs

## Program Discussion & Summary Budget Request/ CAO Budget Recommendation

The recommended General Fund contribution is \$16,974,796, which is \$417,834 (2.5%) more than the FY 2009-10 Adopted Budget. The General Fund contribution to the Public Safety Fund reflects the total of the recommended Unreimbursed Costs of all budgets within the Public Safety Fund.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

# County Share Budgets Mental Health Fund (4-107)

Stephanie J. Larsen, County Administrator

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: MENTAL HEALTH-COUNTY SHARE		FUND: GENERAL		0001 4-107	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
OTHER CHARGES	1,655,703	1,239,406	1,650,000	1,664,212	1,664,212	.9
* GROSS BUDGET	1,655,703	1,239,406	1,650,000	1,664,212	1,664,212	.9
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	1,655,703	1,239,406	1,650,000	1,664,212	1,664,212	.9
OTHER REVENUES						
USER PAY REVENUES	458	0	0	0	0	.0
GOVERNMENTAL REVENUES	1,655,703	1,239,406	1,650,000	1,664,212	1,664,212	.9
TOTAL OTHER REVENUES	1,656,161	1,239,406	1,650,000	1,664,212	1,664,212	.9
* UNREIMBURSED COSTS	458-	0	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

As required by State law, the Mental Health share of the Motor Vehicle In-Lieu Realignment revenues are first placed into this budget unit, then transferred to the Mental Health Realignment Special Revenue Fund, and subsequently transferred to the Mental Health operating budget (4-102).

This budget unit is prepared by the County Administrator's Office.

## Major Budget Changes

- \$14,212 Increase in Motor Vehicle In-Lieu (MVIL) Realignment revenue reflecting economic trends and lower budget estimates for FY 2009-10

## Program Discussion & Summary Budget Request/ CAO Recommendation

The MVIL portion of Mental Health Realignment revenues for FY 2010-11 is recommended at \$1,664,212. The recommended budget for MVIL revenue reflects an approximately 1% increase over the prior year budgeted amount. There is no County Share contribution required for this budget unit. The Mental Health fund is self-contained and does not have an Unreimbursed County Cost.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

# County Share Budgets Health Care - General (4-110)

Stephanie J. Larsen, County Administrator

EXECUTIVE SUMMARY							
DEPT HEAD: STEPHANIE J LARSEN	UNIT: HEALTH CARE-GENERAL		FUND: HEALTH			0012 4-110	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
EXPENDITURES							
OTHER CHARGES	2,996,118	2,396,895	2,996,118	2,996,118	2,996,118	.0	
* GROSS BUDGET	2,996,118	2,396,895	2,996,118	2,996,118	2,996,118	.0	
INTRAFUND TRANSFERS	0	0	0	0	0	.0	
* NET BUDGET	2,996,118	2,396,895	2,996,118	2,996,118	2,996,118	.0	
OTHER REVENUES							
USER PAY REVENUES	8,532,582	7,614,749	9,788,519	9,375,407	9,375,407	4.2-	
GOVERNMENTAL REVENUES	0	0	0	0	0	.0	
GENERAL REVENUES	8,875-	6,331-	0	0	0	.0	
TOTAL OTHER REVENUES	8,523,707	7,608,418	9,788,519	9,375,407	9,375,407	4.2-	
* UNREIMBURSED COSTS	5,527,589-	5,211,523-	6,792,401-	6,379,289-	6,379,289-	6.1-	
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0	

## Purpose

The Health Care – General budget unit includes Health Realignment Revenue received by the County and a contribution from the County General Fund which constitutes that fund’s share of health costs. It should be noted that Health Realignment Revenue is transferred into the Health Fund from Special Revenue Fund 0247 and consists of two components: Motor Vehicle In-Lieu Revenue (MVIL) and Sales Tax Revenue.

In addition, this budget unit contains an appropriation (\$2,996,118) that represents the portion of the County’s Health Realignment revenue that is transferred to the County Medical Services Program (CMSP). This amount was previously budgeted in the Non-County Providers budget, but was relocated to this budget unit

after the County Board of Supervisors agreed to allow the State Controller to make direct payments to CMSP (instead of the revenue being sent to the County, and the County making the payments).

This budget unit is prepared by the County Administrator's Office.

## Major Budget Changes

### Revenues

- (\$234,000) Decrease in MVIL Realignment revenue based on current economic trends
- (\$118,920) Decrease in Sales Tax Realignment revenue based on current economic trends

# County Share Budgets Health Care - General (4-110)

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*Stephanie J. Larsen, County Administrator*

- (\$60,192) Decrease in General Fund share of cost for the Health Fund

## Program Discussion & Summary Budget Request/ CAO Recommendation

The recommended revenue is \$9,375,407, which is a decrease of \$413,112 (4.2%) over the FY 2009-10 Adopted Budget.

Other Charges is recommended at \$2,996,118 to fund the County contribution to the County Medical Services Plan (CMSP) for indigent medical services. This amount is the same as the FY 2009-10 Adopted Budget.

The recommended budget for the MVIL portion of Health Realignment revenue is recommended at \$4,400,000, reflecting approximately a 5% decrease over the prior year actual amount. The Motor Vehicle In-lieu (MVIL) portion of the Health Realignment revenue is first deposited in the General Fund and is then transferred to this budget unit.

The recommended amount for the sales tax portion of the Health Realignment revenue, which, by statute, is first deposited to the Health Realignment Fund (Special Revenue Fund 0-247), is recommended at \$1,300,000. It is anticipated that Sales Tax revenues in FY 2009-10 will decrease by approximately 5% over the prior year actual amount

The Realignment revenue amounts are set each year by the State Controller's Office. Based on current economic conditions, it is anticipated that these revenues will decrease in FY 2009-10, and will remain constant,

with no increase or decrease, in FY 2010-11. It should be noted that these budgeted figures are subject to change once revenue estimate information becomes available from the State Controller's office later in the year. Staff believes that there is limited possibility that these numbers will further decrease in FY 2010-11.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

# County Share Budgets Health Fund (4-112)

Stephanie J. Larsen, County Administrator

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: HEALTH-COUNTY SHARE		FUND: GENERAL		0001 4-112	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	7,185,750	6,768,822	8,369,599	8,075,407	8,075,407	3.5-
* GROSS BUDGET	7,185,750	6,768,822	8,369,599	8,075,407	8,075,407	3.5-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	7,185,750	6,768,822	8,369,599	8,075,407	8,075,407	3.5-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	4,622,223	3,368,822	4,634,000	4,400,000	4,400,000	5.0-
TOTAL OTHER REVENUES	4,622,223	3,368,822	4,634,000	4,400,000	4,400,000	5.0-
* UNREIMBURSED COSTS	2,563,527	3,400,000	3,735,599	3,675,407	3,675,407	1.6-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Health Fund – County Share budget unit includes the County's share of the cost of the budget units and programs of the Health Services Fund 0012. This budget unit also includes Health Realignment Motor Vehicle In-Lieu (MVIL) revenue. Health Realignment MVIL revenue is budgeted as a pass-through in this budget unit in order to meet State law, which requires that Realignment MVIL revenue be first placed in the General Fund and, upon receipt, be transferred to the Health Realignment Special Revenue Fund (Fund 0-247).

This budget is prepared by the County Administrator's Office.

## Major Budget Changes

### Other Charges

- (\$234,000) Decrease in MVIL Realignment revenue based on current economic trends
- (\$60,192) Decrease in General Fund share of cost for the Health Fund

## Program Discussion & Summary Budget Request/ CAO Recommendation

The recommended budget is \$8,075,407. This is a decrease of \$294,192 over the FY 2009-10 Adopted Budget.

## County Share Budgets Health Fund (4-112)

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*Stephanie J. Larsen, County Administrator*

MVIL Realignment revenues are recommended at \$4,400,000, representing a decrease of approximately 5% over the prior year actual MVIL Realignment revenue amount.

The General Fund share of cost is recommended at \$3,675,407, which is \$60,192 less than the FY 2009-10 Adopted Budget. The General Fund contribution to the Health Fund reflects the total of the recommended Unreimbursed Costs of all budget units within the Health Fund.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

# County Share Budgets Welfare/Social Services General (5-110)

Stephanie J. Larsen, County Administrator

## EXECUTIVE SUMMARY

DEPT HEAD: STEPHANIE J LARSEN      UNIT: WELFARE/SOCIAL SERVICES-GENRL      FUND: WELFARE/SOCIAL SERVICES      0013 5-110

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
* GROSS BUDGET	0	0	0	0	0	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	0	0	0	0	0	.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	2,157,737	694,938	4,271,099	4,462,746	4,462,746	4.5
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	23,267	950-	0	0	0	.0
TOTAL OTHER REVENUES	2,181,004	693,988	4,271,099	4,462,746	4,462,746	4.5
* UNREIMBURSED COSTS	2,181,004-	693,988-	4,271,099-	4,462,746-	4,462,746-	4.5
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Welfare/Social Services General budget unit is a revenue-only budget unit that is used to balance the Welfare Fund to the total cost of all budget units within the Welfare Fund. This budget unit contains revenue from the Social Services Realignment Special Revenue Fund (0-248) and a revenue contribution from the General Fund. The latter constitutes the County's share of aggregate Welfare/Social Services' costs. The County's share of the cost is shown as a corresponding appropriation in General Fund Budget Unit 5-113. The revenue included in this budget unit equals the sum of the Unreimbursed Costs of all the other budget units in the Welfare/Social Services Fund.

This budget is prepared by the County Administrator's Office.

## Major Budget Changes

### Other Charges

- (\$13,480) Decrease in Interfund Motor Vehicle In-Lieu (MVIL) Realignment revenue based on current economic conditions
- \$152,746 Increase in from the Welfare/Social Services Realignment Trust Fund
- \$52,381 Increase in General Fund share of cost for the Welfare/Social Services Fund



## Program Discussion & Summary Budget Request/ CAO Recommendation

The recommended revenue is \$4,462,746, which is an increase of \$191,647 (4.5%) over the FY 2009-10 Adopted Budget.

The recommended amount for the sales tax portion of the Social Services Realignment Revenues (SSRR), which, by statute, is first deposited to the Welfare/Social Services Realignment Fund (Fund 0-248), is recommended at \$3,852,746. It is anticipated that Sales Tax receipts in FY 2009-10 will decrease by approximately 5% over the prior year actual amount, but will remain constant, with no increase or decrease, for FY 2010-11. The recommended budget for the Sales Tax portion of the SSRR reflects the use of approximately \$1,060,000 from the Welfare/Social Services Realignment Trust (Special Revenue Fund 0-248) Designation for Future Appropriations to offset the cost of the Welfare Fund, in addition to anticipated revenues of approximately \$2,800,000.

The recommended budget for the MVIL portion of the SSRR is \$175,000, reflecting a 7.2% decrease over the prior year actual amount. The Motor Vehicle In-lieu (MVIL) portion of the SSRR is first deposited in the General Fund and is then transferred to this budget unit.

The SSRR amounts are set each year by the State Controller's Office. Based on current economic conditions, it is anticipated that these revenues will decrease in FY 2009-10, and will remain constant, with no increase or decrease, in FY 2010-11. It should be noted that these budgeted figures are subject to change once revenue estimate information becomes available from the State Controller's

office later in the year. Staff believes that there is limited possibility that these numbers will further decrease in FY 2010-11. However, in the event that Realignment Revenues do not meet the budgeted amount (due to a decrease in statewide sales tax collections) there are sufficient reserve funds available in the Welfare/Social Services Realignment Fund to support the FY 2010-11 recommended budget.

The recommended General Fund share of cost for the Welfare/Social Services Fund is \$435,000, which is \$52,381 higher than in FY 2009-10.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

# County Share Budgets Welfare/Social Services Fund (5-113)

Stephanie J. Larsen, County Administrator

## EXECUTIVE SUMMARY

DEPT HEAD: STEPHANIE J LARSEN	UNIT: WELFARE-COUNTY SHARE	FUND: GENERAL					0001 5-113
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
EXPENDITURES							
OTHER CHARGES	963,065	136,994	571,099	610,000	610,000	6.8	
* GROSS BUDGET	963,065	136,994	571,099	610,000	610,000	6.8	
INTRAFUND TRANSFERS	0	0	0	0	0	.0	
* NET BUDGET	963,065	136,994	571,099	610,000	610,000	6.8	
OTHER REVENUES							
USER PAY REVENUES	0	0	0	0	0	.0	
GOVERNMENTAL REVENUES	187,963	136,994	188,480	175,000	175,000	7.2-	
TOTAL OTHER REVENUES	187,963	136,994	188,480	175,000	175,000	7.2-	
* UNREIMBURSED COSTS	775,102	0	382,619	435,000	435,000	13.7	
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0	

## Purpose

The Welfare/Social Services Fund – County Share budget unit includes the County's share of the cost of the budget units and programs included in the Welfare/Social Services Fund (Fund 0013). The amount appropriated in this budget unit is shown as revenue in Budget Unit 5-110 (Welfare/Social Services - General). The Motor Vehicle In-Lieu (MVIL) Realignment revenue shown in this budget unit is required by law to first be deposited in the County's General Fund before being transferred to the Welfare/Social Services Realignment Special Revenue Fund (Fund 0-248).

This budget is prepared by the County Administrator's Office.

## Major Budget Changes

### Other Charges

- \$52,381 Increase in General Fund share of cost for the Welfare/Social Services Fund

### Revenues

- (\$13,480) Decrease in MVIL Realignment revenue based on current economic trends

## Program Discussion & Summary Budget Request/ CAO Recommendation

The recommended budget is \$610,000. This is an increase of \$38,901 (6.8%) over the FY 2009-10 Adopted Budget.

# County Share Budgets Welfare/Social Services Fund (5-113)

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*Stephanie J. Larsen, County Administrator*

MVIL Realignment revenues are recommended at \$175,000, representing a decrease of 7.2% over the prior year actual MVIL Realignment amount.

The General Fund contribution is recommended at \$435,000, which is \$52,381 higher than the prior year. The Unreimbursed Cost of this budget unit represents the County share of all recommended budgets in the Welfare/Social Services Fund. The decrease in the Unreimbursed Cost is due to the recommendation to use approximately \$1.1 million from the Welfare/Social Services Realignment Trust (Special Revenue Fund 0-248) Designation for Future Appropriations to offset the cost of the Welfare Fund. This recommendation is discussed in further detail in the Welfare/Social Services General budget unit (5-110).

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

# General Revenues (1-209)

Stephanie J. Larsen, County Administrator

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: GENERAL REVENUES		FUND: GENERAL			0001 1-209
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	45,001	0	0	0	0	.0
* GROSS BUDGET	45,001	0	0	0	0	.0
INTRAFUND TRANSFERS	32,475-	6,969-	12,160-	411,225-	411,225-	3,281.8
OTHER FINANCING USES	1,935,000	0	0	0	0	.0
* NET BUDGET	1,947,526	6,969-	12,160-	411,225-	411,225-	3,281.8
APPROPRIATION FOR CONTINGENCY	0	0	0	0	0	.0
INCREASE IN DESIGNATIONS	0	0	0	2,455,554	2,455,554	***
INCREASES IN RESERVES	0	0	12,000	0	0	100.0-
* TOTAL BUDGET	1,947,526	6,969-	160-	2,044,329	2,044,329	277,805.6-
<b>OTHER REVENUES</b>						
GENERAL REVENUES	39,469,846	18,977,104	34,417,467	33,606,494	33,606,494	2.4-
OTHER FINANCING SOURCES	1,738,991	0	0	0	0	.0
CANCELLATION P/Y DESIGNATIONS	0	0	9,039,314	4,935,040	4,935,040	45.4-
UNDESIGNATED FUND BALANCE 7/1	5,881,178	8,173,122	5,208,935	10,950,000	10,950,000	110.2
TOTAL OTHER REVENUES	47,090,015	27,150,226	48,665,716	49,491,534	49,491,534	1.7

## Purpose

The General Revenues budget unit accounts for the general revenues of the County's General Fund. General revenues include property taxes; the undesignated fund balance; fines, sales and use taxes; various revenues from the State; miscellaneous taxes and other revenues which are not accounted for in other budget units. In the Recommended Budget, the estimated undesignated fund balance expected to be available is included in the General Revenues budget. These general revenues finance the "Unreimbursed Cost" of all other budget units within the General Fund.

This budget is prepared by the County Administrator's Office.

## Major Budget Changes

### Revenues

- \$437,500 Budgeted increase in property tax revenues as compared to the FY 2009-10 Adopted Budget
- \$250,000 Budgeted increase in in-lieu of vehicle license fee revenue as compared to the FY 2009-10 Adopted Budget
- \$75,000 Budgeted increase in revenue from penalties and cost for delinquent tax as compared to the FY 2009-10 Adopted Budget

- (\$1,150,000) Budgeted decrease in local sales and use tax revenue as compared to the FY 2009-10 Adopted Budget
- (\$100,000) Budgeted decrease in in-lieu local sales and use taxes as compared to the FY 2009-10 Adopted Budget
- (\$100,000) Budgeted decrease in property transfer tax as compared to the FY 2009-10 Adopted Budget
- (\$489,215) Budgeted decrease in franchise fee revenue based on recent experience
- (\$250,000) Decrease in projected interest earnings based on reduced funds earning interest
- (\$50,000) Budgeted increase in tobacco settlement revenue, based on recent historical experience.
- (\$50,000) Budgeted decrease in supplemental roll admin cost based on recent experience
- \$707,881 Increase in A-87 cost reimbursements, based upon the cost plan prepared by the Auditor-Controller

The County's three major General Revenues have traditionally been the property tax, the sales tax, and the motor vehicle in-lieu payments from the State. However, significant changes occurred in FY 2004-05 regarding how two of these major revenue streams, the sales tax and the motor vehicle in-lieu (MVIL) payments, are received from the State.

Regarding sales tax, the voter approved Proposition 57 (2004), officially called The Economic Recovery Bond Act, implemented a set of transactions, also known as the "Triple Flip," whereby a share of revenues that had previously appeared under the Sales and Use Taxes account are now shown in the related In-Lieu Local Sales and Use Tax account. The amount that each county receives for In-Lieu Local Sales and Use Tax is provided each year by the State Controller's Office. This "temporary" shift of revenues by the State is to last until all of the revenue bonds issued by the State, pursuant to Proposition 57, are paid off.

Up until 2004, a primary source of revenue for California counties was the motor vehicle in-lieu. Due to the voter approved Proposition 1A (Protection of Local Government Revenues Act of November 2004), the State now receives the motor vehicle in-lieu revenues and have "swapped" that revenue for property tax. That revenue is budgeted in the Property Tax In-Lieu – Vehicle License Fee account. The intent of Prop 1A was to protect revenues collected by local governments (cities, counties, and special districts) from being transferred to the California state government for statewide use. This is a permanent change to the County-State relationship regarding these revenues, and the County will continue to receive Property Tax revenues in lieu of MVIL. Property Tax In-Lieu - Vehicle License Fee revenues are

### **Program Discussion & Summary Budget Request/ CAO Recommendation**

The estimate for the General Revenue category is \$33,606,494, which is a decrease of \$810,973 (2.4%) compared to the FY 2009-10 Adopted Budget.

calculated each year by a formula determined by the State Controller's Office. It should be noted that these In-Lieu Property Tax revenues are not related to, nor should they in any way impact, the amount received in the Property Tax – Secured account.

In FY 2009-10, the State enacted a provision of Prop 1A that permitted the State to "borrow" 8% of local government's share of property tax funding. This action resulted in the transfer of approximately \$2.0 million of general purpose revenue from Sutter County to the State. However, because the State Legislature also adopted special provisions that allowed local governments to participate in a state-wide bond effort using the State as "guarantor of the loan," Sutter County, and other affected agencies, was able to receive a like amount of revenue back. In short, Sutter County was kept whole in terms of Property Tax revenues.

With this Recommended Budget, property tax revenues (including secured, unsecured, and property tax in lieu of Motor Vehicle License Fees) are projected to be approximately \$22.1 million. While this is an increase over the FY 2009-10 Adopted Budget, due to higher than anticipated property tax revenues projected to actually be received in FY 2009-10 this recommendation effectively represents a decrease of roughly \$1.3 million over FY 2009-10. The County Administrator and the Assessor estimate that property tax revenue will decline by 4.5% from FY 2009-10 levels.

The budget for sales and use tax revenue is recommended at \$1.85 million. Due to unanticipated changes to the actual amounts received for sales tax in FY 2007-08, FY 2008-09, and FY 2009-10, this figure represents a decrease of \$1,150,000 over the FY 2009-10 Adopted Budget. This is a dramatic departure from the budgeted amount

of \$3.0 million. While sales tax revenues were budgeted at \$3.0 million in FY 2009-10, the County is expected to receive only \$1.9 million. While all sales tax based revenues dropped in FY 2009-10, the County Administrative Office is projecting that, for the purposes of budgeting, all sales tax revenues will remain essentially flat in FY 2010-11.

In-Lieu Local Sales and Use Tax revenues are projected to decrease by \$100,000 from the prior year Adopted Budget. This figure is budgeted based on the prior year actual revenue received. As noted above, updated In-Lieu Local Sales and Use Tax amounts are provided each year by the State Controller's Office.

The County receives Franchise Fee revenue from three sources: PG&E, Recology Yuba-Sutter, and Comcast, with the majority of the fee revenue coming from PG&E. Because the PG&E franchise fee is tied to electric and gas use, this revenue source fluctuates from year to year. FY 2009-10 franchise fee revenue from PG&E came in lower than anticipated as compared to the FY 2009-10 Adopted Budget. Total franchise fee revenue is projected to be \$1.6 million for FY 2010-11.

The estimated Fund Balance Available from FY 2009-10 is \$10.95 million. Of this, \$8,494,446 represents carry-forward monies generated from on-going County operations which we estimate can be, and needs to be, used to fund on-going County expenditures. The balance of \$2,455,554 represents proceeds from the repayment of the Mental Health cash flow loan, which was transferred out of the General Fund in May of 2010. Because these funds were originally loaned from the Designation from Capital Projects, it is recommended that the \$2,455,554 be placed back into the Designation for Capital Projects

in FY 2010-11. This recommendation is also summarized below.

It should be noted that the actual estimated Fund Balance Available will not be known until the financial books of the County are closed by the Auditor-Controller, typically in October of each year, and it is likely that the actual fund balance will differ from what is included in this recommendation. At this time, we anticipate that any change in Fund Balance Available that results from the closing of the County books at year-end will be adjusted to the Increases in Designations account, to be placed in the Designation for Capital Projects in the Final Budget.

### Use of Reserves/Designations

It is recommended that \$511,250 of the Designation for Capital Projects (account 37312) be liquidated in FY 2010-11 to General Fund projects in the Plant Acquisition budget.

\$15,570 from the Designation for Wellness Program (account 37310) has been cancelled to offset costs of the County's Wellness Program. These costs are budgeted in the Public Health budget unit.

The Board of Supervisors established the Designation for Williamson Act Subvention in 2004 as a means of accumulating and saving these State subvention revenues for the purpose of using the funds to offset any future decline or elimination of the subvention in the State budget. The subvention was effectively eliminated by the State in 2009. The County is no longer entering into new contracts or renewing existing contracts. Due to the structure of Williamson Act contracts, it will take 10 years for existing contracts to terminate. Therefore, it is recommended that one-tenth of the Designation for Williamson

Act Subvention be cancelled in FY 2010-11 to offset the loss of that revenue source.

The Designation for Health Facility Debt Service (account 37313) and the Designation for Health Facility Issue Amortization (account 37314) have been cancelled and the balances returned to Fund Balance Available. Upon the 2009 refinancing of the 1991 Health Facility Certificates of Participation, these designations were no longer required to be maintained; however, the funds were not returned to fund balance at that time. The cancellation of these Designations returns \$340,051 to the General Fund.

The Designation for S.T.C. Equipment Replacement (account 37317) and the Designation for V.M.C. Equipment Replacement (account 37318) have been cancelled and the balances of \$10,143 and \$6,225, respectively, have been returned to Fund Balance Available. These designations were established in prior years. In total, the cancellation of these Designations returns \$16,368 to the General Fund.

It is recommended that \$4,000,651 held in the General Fund's Designation for Future Appropriations (account 37307) be liquidated to meet on-going financing requirements.

The total Cancellation of Prior Year Designations is recommended at \$4,935,040.

It is also recommended that \$2,455,554 of Undesignated Fund Balance, made available due to the transfer of the Mental Health cash flow loan out of the General Fund in May of 2010, be placed back into the Designation for Capital Projects in FY 2010-11.

# Non-Departmental Expenses (1-103) *Stephanie J. Larsen, County Administrator*

## EXECUTIVE SUMMARY

DEPT HEAD: STEPHANIE J LARSEN      UNIT: NON-DEPARTMENTAL EXPENSES      FUND: GENERAL      0001 1-103

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	0	0	42,000	40,000	40,000	4.8-
SERVICES AND SUPPLIES	307,483	340,855	580,900	626,500	626,500	7.8
* GROSS BUDGET	307,483	340,855	622,900	666,500	666,500	7.0
INTRAFUND TRANSFERS	0	0	5,000-	5,000-	5,000-	.0
* NET BUDGET	307,483	340,855	617,900	661,500	661,500	7.1
APPROPRIATION FOR CONTINGENCY	0	0	0	0	0	.0
INCREASE IN DESIGNATIONS	0	0	544,230	68,338	68,338	87.4-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	307,483	340,855	1,162,130	729,838	729,838	37.2-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	66,900	25,611	98,400	88,900	88,900	9.7-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	66,900	25,611	98,400	88,900	88,900	9.7-
* UNREIMBURSED COSTS	240,583	315,244	1,063,730	640,938	640,938	39.7-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Non-Departmental Expenses (NDE) budget unit finances certain general service costs of County government, which are not readily allocated to any specific department. Typical costs include professional services for legislative advocacy and conducting the annual independent audit of County government finances.

- (\$37,500) Decrease in Professional and Specialized Legal due to a decrease in Measure M (Golden State Water) legal fees

## Revenues

- (\$8,000) Decrease in Revenue from the County Exhibit Trust

## Major Budget Changes

### Services and Supplies

- \$82,400 Increase in Auditing Fees due to the Management Audit contract approved in FY 2009-10

## Program Discussion & Summary Budget Request/ CAO Recommendation

The Requested/Recommended Budget is \$729,838.

Within the Salaries and Benefits object level, the only account budgeted is Unemployment



## Non-Departmental Expenses (1-103) *Stephanie J. Larsen, County Administrator*

Insurance, which each year serves as a “place-holder” for possible Unemployment Insurance payments for General Fund Departments. This year, several departments have budgeted anticipated amounts in their individual budget units; however, due to the increased length of eligibility for Unemployment Benefits, it is recommended that this place-holder amount be held at \$40,000.

In March 2010, the County entered into a contract for Management Audit services. The term of the contract covered the remainder of FY 2009-10 with the completion of work being in FY 2010-11. This budget includes \$75,000 for the completion of the current contract and \$25,000 for additional work which might be found necessary as the Audit is completed.

The Professional and Special Service – Legal line item is recommended at \$10,000 to cover residual legal issues related to the Measure M project and Golden State Water.

Intrafund Transfers include a negative \$5,000 (essentially a revenue) in Intrafund Rents/Leases related to the Farm Advisor’s building lease.

Revenues include an Interfund Transfer-In of \$2,000 from the County Exhibit Trust Special Revenue Fund (0-265) to fund expenditures related to the County’s exhibit at the annual California State Fair. Starting in FY 2010-11, revenue that in prior years was deposited to the special revenue fund and then transferred to the NDE budget unit will be deposited directly to the NDE budget unit. The special revenue fund will be closed and no longer used. The recommended \$2,000 transfer reflects the balance of funds in the County Exhibit Trust Special Revenue Fund.

Revenues also include an Interfund transfer from non-General Fund departments to pay

for their proportionate share of the annual County fiscal audit.

### Use of Reserves/Designations

Increases in Designations are recommended at \$68,338:

- \$25,000 is recommended to continue to fund the Telephone System Equipment Replacement reserve (account 37316) over time.
- \$38,338 is recommended to transfer actual net revenues from FY 2008-09 Transient Occupancy Tax (TOT) payments (less subsidy requests funded by TOT) to the Designation for Transient Occupancy Tax (account 37339).
- \$5,000 is recommended to be placed in the Designation for Farm Advisor/Ag Building (account 37309). This designation will be used to offset costs for any future improvement to or replacement of the joint Agricultural Commissioner/Farm Advisor facility.

Boyd Ranch/Stonegate Improvement Reserve (0-388)

EXECUTIVE SUMMARY

DEPT HEAD: STEVEN L. HARRAH UNIT: BOYD RANCH/STONE IMPROVMT RES FUND: BOYD RANCH/STONE IMPROVMT RES 0388 0-388

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	0	107,000	0	0	0	.0
* GROSS BUDGET	0	107,000	0	0	0	.0
* NET BUDGET	0	107,000	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	42,489	42,489	***
INCREASE IN DESIGNATIONS	0	0	4,553	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	107,000	4,553	42,489	42,489	833.2
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	5,754	3,155	5,800	1,000	1,000	82.8-
CANCELLATION P/Y DESIGNATIONS	0	0	0	43,289	43,289	***
UNDESIGNATED FUND BALANCE 7/1	7,001-	105,753	1,247-	1,800-	1,800-	44.3
TOTAL AVAILABLE FINANCING	1,247-	108,908	4,553	42,489	42,489	833.2
* UNREIMBURSED COSTS	1,247	1,908-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The primary purpose of this budget unit is to appropriate the interest revenue for the bond reserve fund for the Boyd Ranch Estates Improvement Project and Stonegate Sewer Improvement District 1997 Refunding Reassessment District bonds issued in the amount of \$814,000. This bond issuance was refunded in FY 2009-10.

**Major Budget Changes**

**Revenues**

- (\$4,800) General decrease in interest revenue based on decreased fund balance

**Program Discussion & Summary Budget Request**

The Requested Budget is \$42,489.

The Boyd Ranch/Stonegate Improvement area is located north of Highway 20, bounded to the north by Jefferson Avenue and to the south by Monroe Road, and includes parcels on Stonegate Drive and Granite Drive serving as the eastern and western boundaries.

The bond issuance was refunded by the County in FY 2009-10. The Treasurer-Tax Collector will bring a recommendation to the Board of Supervisors for consideration

during FY 2010-11 regarding the disposition of the remaining balance in the fund.

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

The Boyd Ranch/Stonegate Improvement Reserve fund contains a Designation for Future Appropriations as well as a Reserve for Bond Redemption. Cancellation of Prior Year Designations is recommended at \$4,600 for FY 2010-11, to be held in the Appropriation for Contingency line item.

### **CAO Recommendation**

This budget is recommended as requested.

The Treasurer-Tax Collector concurs with the recommended budget.

**Treasurer Tax-Collector  
Highland Estates Improvement Reserve (0-391)**

*Steven L. Harrah, Treasurer Tax-Collector*

EXECUTIVE SUMMARY

DEPT HEAD: STEVEN L. HARRAH UNIT: HIGHLAND ESTATE IMPRVMT RSRVE FUND: HIGHLAND ESTATE IMPRVMT RSRVE 0391 0-391

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	0	44,592	0	0	0	.0
* GROSS BUDGET	0	44,592	0	0	0	.0
* NET BUDGET	0	44,592	0	0	0	.0
APPROPRIATION FOR CONTINGENCY	0	0	0	1,000	1,000	***
INCREASE IN DESIGNATIONS	0	0	2,006	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	0	44,592	2,006	1,000	1,000	50.1-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	2,706	1,404	2,800	1,000	1,000	64.3-
UNDESIGNATED FUND BALANCE 7/1	3,500-	794-	794-	0	0	100.0-
TOTAL AVAILABLE FINANCING	794-	610	2,006	1,000	1,000	50.1-
* UNREIMBURSED COSTS	794	43,982	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The primary purpose of this budget unit is to appropriate the interest revenue for the reserve fund related to the Limited Obligation Improvement Bonds, Highland Estates Improvement Project bond issue of \$375,380, which matures on September 2, 2013.

**Program Discussion & Summary Budget Request**

The Requested Budget is \$1,000.

In FY 2009-10, \$44,592 was transferred from the Reserve Fund to the Bond Redemption Fund to bring the balance of the Reserve account to \$37,538, which is the amount required by the bond issuance.

**Major Budget Changes**

**Revenues**

- (\$1,800) General decrease in Interest revenue

**Use of Reserves/Designations**

The Highland Estates Improvement Reserve fund contains a Designation for Future Appropriations. No increase or decrease to the designation is recommended for FY 2010-11.

Treasurer Tax-Collector      *Steven L. Harrah, Treasurer Tax-Collector*  
Highland Estates Improvement Reserve (0-391)

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## CAO Recommendation

This budget is recommended as requested.

The Treasurer Tax-Collector concurs with the recommended budget.

# Treasurer - Tax Collector Tax Collector (1-202)

Steven L. Harrah, Treasurer-Tax Collector

EXECUTIVE SUMMARY							
DEPT HEAD: JIM STEVENS	UNIT: TREASURER-TAX COLLECTOR		FUND: GENERAL		0001 1-202		
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
EXPENDITURES							
SALARIES AND EMPLOYEE BENEFITS	534,265	475,576	640,453	635,547	628,547	1.9-	
SERVICES AND SUPPLIES	55,460	86,875	126,578	144,875	144,875	14.5	
OTHER CHARGES	83,290	65,869	144,631	129,577	120,338	16.8-	
* GROSS BUDGET	673,015	628,320	911,662	909,999	893,760	2.0-	
INTRAFUND TRANSFERS	23,708	23,975	23,660	26,237	26,237	10.9	
* NET BUDGET	696,723	652,295	935,322	936,236	919,997	1.6-	
OTHER REVENUES							
USER PAY REVENUES	226,943	232,757	311,370	325,940	325,940	4.7	
GOVERNMENTAL REVENUES	0	17,484	0	0	0	.0	
TOTAL OTHER REVENUES	226,943	250,241	311,370	325,940	325,940	4.7	
* UNREIMBURSED COSTS	469,780	402,054	623,952	610,296	594,057	4.8-	
ALLOCATED POSITIONS	8.00	7.67	7.66	7.67	7.67	.1	

## Purpose

The Treasurer-Tax Collector's Office is accountable for three primary functions. As the county's banking depository, the department provides pooled treasury services to county departments, schools and special districts. These services include receiving cash receipts and depositing them with the county's banking institution; paying county warrants issued by the auditor or schools; and managing and investing funds. Cash balances in the county treasury average \$150 to \$200 million each day. Every month, the department banks approximately 15,000 checks in addition to cash and pays anywhere from 12,000 to 15,000 county and school warrants.

The Treasurer-Tax Collector's Office administers the property tax collection

function for the county, cities, schools and special districts. Tax activities include mailing bills, recording payments and reconciling accounts with the Auditor-Controller for the secured, unsecured and supplemental property tax rolls. Annually, this office mails approximately 45,000 tax bills and collects and processes more than \$90 million in tax payments.

The Office of Revenue Collections is the third division located in the Treasurer-Tax Collector's Office. Budgetary details for this function appear under budget unit 1-204.

## Major Budget Changes

### Salaries & Benefits

- (\$10,406) General decrease due to staffing changes that occurred during FY 2009-10

# Treasurer - Tax Collector Tax Collector (1-202)

*Steven L. Harrah, Treasurer-Tax Collector*

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- (\$4,500) Decrease in Extra Help based on the needs of the department
- \$10,000 Increase in required Contribution to Unemployment Insurance
- (\$7,000) General reduction for salary savings

## Services & Supplies

- \$15,000 Increase in Special Department Expense to reflect anticipated increase in Treasury Fees paid

## Other Charges

- (\$24,311) Decrease in Interfund Information Technology charges based on the countywide allocation and due to recommended reductions in the Information Technology Department budget

## Revenues

- \$15,000 Anticipated increase in Treasury Fee revenue collected

## Program Discussion & Summary Budget Request

The Requested Budget is \$936,236.

Major projects and policy issues for this budget unit in the upcoming year continues to include the implementation of internet property tax payments. This project is to

continue the efforts in applying modern technology necessary to stay current with subsequent property tax billings and collections and for the convenience of our citizens.

The request reflects the transfer of one (1) staff member from the Office of Revenue Collections (ORC), budget unit 1-204, to the Treasurer-Tax Collector budget unit to fill a vacant Treasurer-Deputy Collector in the Tax Collectors office, beginning in FY 2010-11.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$919,997.

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

Interfund Information Technology charges have been reduced by \$9,239 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Treasurer-Tax Collector concurs with the recommended budget.

EXECUTIVE SUMMARY

DEPT HEAD: JIM STEVENS

UNIT: OFFICE OF REVENUE COLLECTION FUND: GENERAL

0001 1-204

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	176,588	155,534	228,630	231,120	176,770	22.7-
SERVICES AND SUPPLIES	15,793	17,952	22,115	18,950	18,950	14.3-
OTHER CHARGES	7,345	3,577	10,094	7,992	7,443	26.3-
* GROSS BUDGET	199,726	177,063	260,839	258,062	203,163	22.1-
INTRAFUND TRANSFERS	9,980	3,911	11,801	9,876	9,876	16.3-
* NET BUDGET	209,706	180,974	272,640	267,938	213,039	21.9-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	72,020	46,627	75,860	82,500	82,500	8.8
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	72,020	46,627	75,860	82,500	82,500	8.8
* UNREIMBURSED COSTS	137,686	134,347	196,780	185,438	130,539	33.7-
ALLOCATED POSITIONS	3.00	3.33	3.33	3.33	3.33	.0

**Purpose**

The Office of Revenue Collection is a division of the Treasurer-Tax Collector’s Office. The office pursues payment of delinquent debts owed to the County and Superior Court. Currently, the Office of Revenue Collection has more than 18,000 accounts logged on the system with unpaid balances in excess of \$10 million.

The Office of Revenue Collections is the third division located in the Treasurer-Tax Collector’s Office.

**Major Budget Changes**

**Salaries & Benefits**

- (\$52,350) Decrease due to defunding of one vacant Treasurer Collector Deputy I/II position

- (\$2,000) General reduction for salary savings

**Services & Supplies**

- (\$2,895) Decrease in Transportation & Travel based on reduced travel for FY 2010-11

**Other Charges**

- (\$2,657) Decrease in Interfund Information Technology charges based on the countywide allocation and due to recommended reductions in the Information Technology Department budget



# Treasurer - Tax Collector Office of Revenue Collections (1-204)

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*Steven L. Harrah, Treasurer-Tax Collector*

## Revenues

- \$6,640 Increase in Interfund Transfer In of revenues from the Office of Revenue Collections Special Revenue Fund (0-243)

## Program Discussion & Summary Budget Request

The Requested Budget is \$267,938.

The request reflects the transfer of one (1) staff member from the Office of Revenue Collections (ORC) budget unit to the Treasurer-Tax Collector budget unit (1-202) to fill a vacant Treasurer-Deputy Collector in the Tax Collectors office, beginning in FY 2010-11. The position that is being vacated in the ORC budget unit will remain vacant in FY 2010-11 unless revenues increase to warrant filling.

In FY 2008-09 over \$930,000 was recovered in delinquent debts owed to the county departments and courts which includes: Agriculture Department; Auditor; Child Support; Clerk-Recorder; Community Services-Fire; District Attorney-Victim Witness; Human Services-Health, Mental Health and Welfare; Juvenile Hall; Library; Probation; Public Defender; Sheriff; and Tax Collector. It is projected that \$890,000 will be realized in FY 2009-10, and the goal for FY 2010-11 is \$900,000.

While revenue collections have decreased, our goal is to continue to pursue aggressive collections in areas that generate greater revenues.

Court restitution collections recovered by the Office of Revenue Collections apply to the maintenance of effort requirement for trial court funding.

Revenues include the Interfund Transfer-In from the Office of Revenue Collections Special Revenue Fund (0-243). The State of California rebates 10% of restitution collections to the Office of Revenue Collections for collection enhancements. Monies collected in this fund are transferred to the ORC budget unit and used to offset the cost of and enhance collections.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$213,039.

It is recommended that the vacant Treasurer Collector Deputy I/II (1.0 FTE) position be defunded for the year. This results in a budget savings of \$52,350. This position will be reevaluated for FY 2011-12 based on the needs of the department and available financing.

A decrease of \$2,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$549 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Treasurer-Tax Collector concurs with the recommended budget.



# Human Services

## *Section D*

More than 900 people lined up in mid-December for the first of 12 H1N1 flu vaccination clinics. The Public Health Department provided more than 10,000 vaccinations for seasonal flu and H1N1.

**Human Services  
Administration (4-120)**

*Tom Sherry, Director of Human Services*

EXECUTIVE SUMMARY						
DEPT HEAD: TOM SHERRY	UNIT: HUMAN SERVICES ADMINISTRATION FUND: HEALTH				0012 4-120	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	461,174	396,367	603,061	496,489	489,489	18.8-
SERVICES AND SUPPLIES	24,943	17,003	41,169	22,510	22,510	45.3-
OTHER CHARGES	21,064	14,172	17,023	20,154	18,782	10.3
* GROSS BUDGET	507,181	427,542	661,253	539,153	530,781	19.7-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	507,181	427,542	661,253	539,153	530,781	19.7-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	431,249	126,548	553,961	446,088	446,088	19.5-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	431,249	126,548	553,961	446,088	446,088	19.5-
* UNREIMBURSED COSTS	75,932	300,994	107,292	93,065	84,693	21.1-
ALLOCATED POSITIONS	5.00	5.00	5.00	5.00	5.00	.0

**Purpose**

The Human Services-Administration budget contains the salary, benefits, and related support costs of the Director of Human Services and related support staff. The Director provides executive leadership for the Department of Human Services, Sutter County's largest department, which is comprised of three divisions: the Health Division, the Mental Health Division, and the Welfare and Social Services Division. The Human Services Department's total approved budget for FY 2009-10 was more than \$75 Million and contained over 400 Full Time Equivalent positions.

**Major Budget Changes**

**Salaries & Benefits**

- (\$112,506) Decrease to hold the Administrative Services Manager position vacant and unfunded
- (\$7,000) General reduction for salary savings

**Services & Supplies**

- (\$18,659) General decrease in various services and supplies accounts, including Rents & Leases, Employment Training and Transportation & Travel

## Revenues

- (\$107,873) Decrease in User Pay Revenues from Human Services divisions reflecting reduced costs

## Program Discussion & Summary Budget Request

This budget is requested at \$539,153.

This budget funds the Director and support staff that provide leadership and administrative support functions for the Human Services Department. Functions and programs include personnel and administration.

The department is recommending that the vacant Administrative Services Manager position be held vacant and unfunded for FY 2010-11.

Major projects for this year include cash flow management for the Department's two largest divisions, Mental Health and Social Services. It is anticipated the State will again defer payments for Mental Health and Social Services. This will require the Department to continue to closely monitor its cash needs and develop strategies to address this problem.

Efforts to increase integration of services provided by the Human Services Department and other agencies continue. Legislation (e.g., AB 1881, the Integrated Services Initiative of 2004, and Proposition 63, the Mental Health Services Act) have provided additional incentives to work toward this goal. It is hoped that these efforts will result in more efficient and effective service delivery and improved outcomes.

The need for increased space that allows significant co-location of department operations continues. This need will be addressed by the planned construction of a

new Human Services Building adjacent to the Mental Health Facility at 1965 Live Oak Boulevard, Yuba City, when funding becomes available. Affordable and adequate financing for this project is currently not available, but efforts to find funding and financing for this important project will continue.

The cost of Human Services Administration has generally been allocated among the Department's three divisions based on the number of employees in each division. The State-mandated compliance program for the Mental Health Plan is now located in the Mental Health Division facility. Because the Human Services Director's office is located in the Health Division building, this budget has been placed in the Health Fund. Consequently, its unreimbursed cost represents the Health Fund's share of the Human Services Administration budget.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$530,781.

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

Interfund Information Technology charges have been reduced by \$1,372 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Human Services Director concurs with the recommended budget.

# Human Services - Health Emergency Medical Services Fund (0-252)

Tom Sherry, Director of Human Services

## EXECUTIVE SUMMARY

DEPT HEAD: TOM SHERRY	UNIT: EMERGENCY MEDICAL SERVICES		FUND: EMERGENCY MEDICAL SERVICES		0252 0-252	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	162,301	86,100	164,713	253,325	253,325	53.8
OTHER CHARGES	48,308	0	55,787	44,275	44,275	20.6-
* GROSS BUDGET	210,609	86,100	220,500	297,600	297,600	35.0
* NET BUDGET	210,609	86,100	220,500	297,600	297,600	35.0
APPROPRIATION FOR CONTINGENCY	0	0	8,394	18,167	18,167	116.4
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	210,609	86,100	228,894	315,767	315,767	38.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	219,004	2,172	220,500	175,000	175,000	20.6-
GENERAL REVENUES	0	133,056	0	0	0	.0
CANCELLATION P/Y DESIGNATIONS	0	0	0	122,600	122,600	***
UNDESIGNATED FUND BALANCE 7/1	0	8,394	8,394	18,167	18,167	116.4
TOTAL AVAILAABLE FINANCING	219,004	143,622	228,894	315,767	315,767	38.0
* UNREIMBURSED COSTS	8,395-	57,522-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

Sutter County Health is responsible for the administration of the Emergency Medical Services (EMS) Fund.

In 1987, State Senator Ken Maddy authored legislation that allowed counties to establish an EMS Fund. The County Board of Supervisors established such a fund in 1990 (Resolution 90-22), and designated the Health Department (a division of the Human Services Department) as the administrative agency for the fund.

## Major Budget Changes

### Services & Supplies

- (\$10,238) Decrease in Hospital Expense based on total claims submitted for payment
- \$98,850 Increase in Physician Expense based on total claims submitted for payment

### Other Charges

- (\$11,512) Decrease in transfers out of Administrative Expenses and Unallocated Expenses based on reduced revenue collections

# Human Services - Health Emergency Medical Services Fund (0-252)

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*Tom Sherry, Director of Human Services*

## Revenues

- (\$45,500) Decrease due to a decrease in collections from fines

## Program Discussion & Summary Budget Request

The Requested Budget is \$315,767.

The EMS Fund (hereafter referred to by its more common name as the 'Maddy Fund') is intended to reimburse physicians, surgeons and medical facilities for emergency services provided to patients who do not pay for the cost of their medical care. Its revenues are derived from penalty assessments on various criminal offenses and motor vehicle violations, traffic violator school fees, and revenues from taxes on tobacco products under Proposition 99 (the Tobacco Tax and Health Protection Act of 1988). Counties must use Maddy revenues for purposes established in statute. A County can use an amount equal to actual expenditures or up to 10% of total Maddy revenues for administration of the fund. Of the remaining funds, 58% is allocated to an account for physicians and surgeons who provide emergency medical services (and are not employed in County hospitals), 25% is allocated to an account for hospitals that provide emergency services as defined in State law, and 17% is allocated to an account for discretionary emergency medical related services as determined by the County.

For Maddy Funds established before July 1, 1991, such as Sutter County's, the law specifies a limit on the amount of revenues that counties can deposit in the funds. This limitation restricts the annual increase in revenues to no more than 10% and is tied to the annual growth, if any, in the County's total penalty assessments. The law allows

Counties that had not established a Maddy Fund before July 1, 1991, to receive Maddy revenues from County penalty assessments without limitations on annual growth. Changes were made to the law in 2002 to establish limits on the amount of Maddy revenue that a County may retain in an Emergency Services Fund reserve from year to year.

It should be noted that the majority of the revenues in the Designated Fund Balances were received prior to 2002, before the current reserve limits were established in law. The Designated Fund Balances do not appear in the budget because they are theoretically not available for current budgeted expenses. With Board approval, these reserve funds will be used in the event that the EMS Fund cannot make payment for all claims in a given year from current year revenues.

## Use of Reserves/Designations

The EMS fund contains Designated Fund Balance accounts for each type of expenditure, as established by law. Allocated funds that are not spent within the fiscal year are placed in the respective Designated Fund Balance account. The fund also includes a Designation for Future Appropriations as well as a Designation for EMS funds collected prior to 2002. Monies held within these accounts may be used in the future, with Board approval, in the event collections in the EMS decrease below current levels. The Physician Revenue collections decreased below physician claims in FY 2009-10; therefore, the FY recommended budget includes a cancellation of prior year designations (account 37706) in the amount of \$122,600 to fund anticipated Physician claims for FY 2010-11.

**Human Services - Health  
Emergency Medical Services Fund (0-252)**

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*Tom Sherry, Director of Human Services*

**CAO Recommendation**

This budget is recommended as requested.

The Human Services Director concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: TOM SHERRY	UNIT: COUNTY HEALTH		FUND: HEALTH		0012 4-103	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	5,759,704	4,611,752	6,205,390	6,349,287	6,136,964	1.1-
SERVICES AND SUPPLIES	1,473,346	888,397	1,357,645	1,211,762	1,211,762	10.7-
OTHER CHARGES	567,921	583,124	800,974	778,547	760,489	5.1-
CAPITAL ASSETS	89,571	450	450	0	0	100.0-
* GROSS BUDGET	7,890,542	6,083,723	8,364,459	8,339,596	8,109,215	3.1-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	7,890,542	6,083,723	8,364,459	8,339,596	8,109,215	3.1-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	1,017,815	564,046	823,292	754,121	754,121	8.4-
GOVERNMENTAL REVENUES	2,085,896	1,519,804	1,977,743	2,057,303	2,057,303	4.0
GENERAL REVENUES	1,039	0	0	0	0	.0
CANCELLATION P/Y DESIGNATIONS	0	0	14,100	0	0	100.0-
TOTAL OTHER REVENUES	3,104,750	2,083,850	2,815,135	2,811,424	2,811,424	.1-
* UNREIMBURSED COSTS	4,785,792	3,999,873	5,549,324	5,528,172	5,297,791	4.5-
ALLOCATED POSITIONS	70.35	67.60	68.10	67.60	67.60	.7-

## Purpose

Sutter County Health is responsible for the operation of three distinct medical service units within the County. Those units are: Public Health, Primary Care Outpatient Clinic, and Jail Medical Services. Public Health is responsible for providing basic preventive health services to the residents of Sutter County to improve the health and wellness of the individual in accordance with the mandates of the Health and Safety Code or the California Code of Regulations, Title 17 and Title 22. The Primary Care Outpatient Clinic component is responsible for providing non-emergency medical care to Sutter County residents. The clinic fulfills the County Welfare and Institutions Code 17000 requirement to provide medical care to residents who are indigent. Jail Medical Services provides services to inmates in

conformance with a Consent Decree the County entered into in 1994 with the United States District Court for the Eastern District of California.

## Major Budget Changes

### Salaries & Benefits

- (\$177,323) Decrease in salaries and benefits to reflect salary savings from defunding a vacant Licensed Vocational Nurse position, a vacant Account Clerk I position and a vacant Office Assistant II position
- \$19,014 Increase in Extra Help to backfill an Account Clerk I



position and Office Assistant II position as needed

- (\$55,000) General reduction for salary savings

**Services & Supplies**

- (\$87,533) Decrease in Medical, Dental, and Lab Supplies, based on current expenditure trends

**Revenues**

- \$79,344 Increase in Women, Infants and Children (WIC) base allocation

**Program Discussion & Summary Budget Request**

The Requested Budget is \$8,339,596.

This budget funds the Health Division that staffs and operates the County’s Public Health unit, Outpatient Clinic, and Jail Medical Services.

The traditional role of public health services is generally directed toward the identification, removal, and control of the causes of disease which affect the community as a whole. Top priorities include communicable disease control, environmental health services and child health programs. That traditional role has been expanded to include the provision of a number of special programs for community and individual wellness and improvement of lifestyle, with the goal of reducing chronic disease incidence. Preparing for, and responding to, public health emergencies, including natural disasters, acts of terrorism, and pandemic diseases is another added role.

**Specialized Health Programs**

In addition to the basic public health, primary care outpatient clinic, and jail medical services programs, this budget unit also funds various specialized health programs. These include: indigent prenatal care under the Comprehensive Prenatal Services Program; indigent childbirth services through contractual arrangement with OB/GYNs; administration of the California Children's Services Program; Emergency Medical Care Committee; administration of the Proposition 99 Tobacco Tax Fund, and Realigned Health Fund components; administration of the Emergency Medical Services Maddy Act Funds; representation of Sutter County to the County Medical Services Program (CMSP); and Medi-Cal Administrative Activities/Targeted Case Management.

**Environmental Health**

In FY 1993-94, the Board of Supervisors transferred environmental health services from Public Health to a newly created Community Services Department. The unreimbursed cost of the Environmental Health program is now reflected in the Non-County Providers budget unit (4-201). A memorandum of understanding between the Health Officer and the Director of Environmental Health specifies the relationship of the Environmental Health service to the Public Health Division.

**Public Health Outpatient Clinic**

The Public Health Outpatient Clinic operates Monday through Friday from 8:00 a.m. to 5:00 p.m. The clinic provides medical care to residents who are indigent; those covered under Medi-Cal and the County Medical Services Program, as well as private pay patients and private insurance patients not covered by a Health Maintenance Organization. Primary care reimbursement rates continue to be less than the actual cost of providing medical care to residents who are

indigent, therefore the clinic continues to operate at a loss.

Private pay revenue has decreased in FY 2009-10 and can be correlated to the decline in patient encounter rates.

An on-call physician is available for consultation or for inpatient admissions from emergency room referrals during the hours the clinic is closed. Sutter County indigent patients who require inpatient hospital care receive that service at either Fremont Medical Center or Rideout Hospital, both private nonprofit hospitals, under an agreement for medical services with Sutter County. The cost for inpatient care and physician on-call service is contained in this budget unit.

The Board of Supervisors, at its April 22, 2008 meeting, conceptually approved implementation planning whereby the Health Division would contract with a local Federally Qualified Health Center (FQHC) to operate the medical clinic; and on January 20, 2009 met in study session to discuss the proposed reorganization of the Sutter County Outpatient Clinic and Public Health functions. FQHCs are eligible for enhanced reimbursements; therefore, such an agency would be able to provide comparable outpatient medical services at no cost to the General Fund. On June 30, 2009 and July 14, 2009, public hearings were held regarding a proposal to discontinue the County's operation of the Outpatient Clinic and enter into agreement with Peach Tree Healthcare to operate an outpatient health clinic on behalf of Sutter County. The Board of Supervisors approved the transition to Peach Tree Clinic. Peach Tree Clinic has applied for a change in scope to provide services at the Outpatient Clinic; however due to delays at the Federal level, this change did not occur during FY 2009-10, but may occur in FY 2010-11. The budget request does not include the fiscal impact of these possible future changes to clinic operations.

The Health Division's patient care management and billing software dates from 1992 and is in need of upgrading in order to meet current and future needs. The software upgrade has been postponed pending a decision regarding proposed clinic reorganization and subsequent re-evaluation of software requirements, but will need to be addressed when the clinic reorganization proposal is resolved.

### **Public Health Laboratory Services**

There has been a continuous decline in workload in Public Health Lab Services over the past five years. One reason for this decline may be due to an increase in use of private clinical lab services in the local area. Limited Public Health Lab tests are currently provided, resulting in reduced use of staff time. The reduced costs in the Services and Supplies budget are due in part to the reduced number of lab tests being performed. The FY 2009-10 adopted budget included a 1.0 Full Time Equivalent (FTE) Public Health Microbiologist position, which was reduced to 0.50 FTE as an adjustment during FY 2009-10. The remaining 0.50 FTE Public Health Microbiologist and 0.50 FTE Director of Public Health Lab are requested to be left vacant and unfunded this year due to the reduction in lab services. The Department currently maintains a stand-by/on-call Public Health Microbiologist and has retained the Lab Director on a contract basis.

### **Jail Medical Services**

Jail medical costs reflect the provision of nursing coverage in the jail seven days per week, nineteen and a half hours per day; sick-call coverage by physicians and/or Nurse Practitioners; medical supplies including pharmaceuticals; emergency room care; inpatient hospital care; and dental care. All direct jail medical costs are contained in this budget unit. It should be noted that the administration of this program requires a significant amount of staff time from the

Health Officer and Assistant Director of Human Services. These costs are contained within the administration program of this budget and are not reflected as direct jail medical costs.

The provision of medical care to the Sutter County Jail continues to be the single largest item in the Public Health/Clinical Services Division budget. The jail medical services program has court imposed staffing requirements that limit the ability to reduce and contain costs. The severity of inmate health conditions and the problems presented upon booking have resulted in utilization of more inpatient hospital days and emergency room visits and have contributed to the increase in expenses for the Support and Care of Persons. In general, there is an on-going shift of resources from traditional public health programs to the jail medical program to meet the requirements of inmate health.

### **Funding of the Health Division**

Overall, the FY 2010-11 Health Division budget reflects an attempt to maintain programs at a consistent level based on current funding and actual need, to offer primary health care services to the indigent population, and to protect the public health of the community as reflected in the County Health Status Profiles. This is especially difficult given both the current economic climate and uncertainty regarding the future of State funding.

Health Division services are financed by approximately 40% General Fund dollars and 60% State funds when Realignment funds are included in the calculation. With changes in State grant funding, the County contribution has remained static and State grant revenue has been reduced.

In FY 09-10, elimination of all State general funds from most of the HIV/AIDS programs was implemented. This included the HIV Education and Prevention program, which

funded a 0.25 FTE Health Program Specialist and the HIV Counseling and Testing program, which provided services to individuals at high risk for contracting HIV/AIDS. In addition to these programs, there was elimination of all State general funds and Federal matching funds for local Maternal, Child, and Adolescent Health (MCAH) services and the suspension of the Children's Dental Disease Prevention program in our county. The reduction in the MCAH funds and the suspension of the Children's Dental Disease Prevention program caused reductions in staff funded by these programs. The WIC program has received an increase in the base allocation, which allowed staff funded in reduced grant programs to be redirected to the WIC program.

The County has participated in the SB 910 Program (Targeted Case Management – TCM – and Medi-Cal Administrative Activities – MAA) since the inception of the program in 1992. Federal rules governing the program are in a state of uncertainty at this time, and the Health Division will continue to participate in the program while closely monitoring program development. MAA and TCM revenue is continued at a reduced level in the FY 2010-11 budget as a result of applying revised State and Federal program rules.

The Health Division oversees six Special Revenue Funds, where certain grant revenues are designated for specific program uses. These funds are: Bioterrorism Trust (fund 0-124), Pandemic Influenza Preparedness (fund 0-139), Bicycle Helmet Safety (fund 0-178), Tobacco Education Trust (fund 0-246), Vital Statistics Trust (fund 0-287), and Child Passenger Restraint (fund 0-298). Revenues from these Special Revenue Funds are transferred into the Health Division budget as needed to support the designated program as prescribed by the individual fund requirements.

## Use of Reserves/Designations

The Health Fund, separate from this budget unit, contains a Reserve for Imprest Cash (Petty Cash) and a Designation for Future Appropriations. In prior budget years, the Board of Supervisors has directed the funds contained in the Designation for Future Appropriations be utilized for future major capital asset purchases.

The General Fund contains a Designation for Wellness Program. This designation will be cancelled and transferred to the Health Fund in concept as part of the General Fund Contribution to Health.

## CAO Recommendation

This budget is recommended at \$8,109,215.

A decrease of \$55,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

An additional decrease of \$177,323 from the Department's request for salaries and benefits is recommended primarily to reflect salary savings from holding a Licensed Vocational Nurse position, an Account Clerk I position and an Office Assistant II position vacant and unfunded for FY 2010-11.

An increase of \$20,000 to Extra Help is recommended to backfill the Account Clerk and Office Assistant positions as needed.

Interfund Information Technology charges have been reduced by \$18,058 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Human Services Director concurs with the recommended budget.

**Human Services - Health**      *Tom Sherry, Director of Human Services*  
**Non County Providers (4-201)**

EXECUTIVE SUMMARY						
DEPT HEAD: TCM SHERRY	UNIT: NON-COUNTY PROVIDERS		FUND: HEALTH		0012 4-201	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SERVICES AND SUPPLIES	26,400	22,000	26,400	26,400	26,400	.0
OTHER CHARGES	632,385	595,986	873,904	878,914	867,962	.7-
* GROSS BUDGET	658,785	617,986	900,304	905,314	894,362	.7-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	658,785	617,986	900,304	905,314	894,362	.7-
OTHER REVENUES						
USER PAY REVENUES	34,427	0	33,737	26,775	26,775	20.6-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	34,427	0	33,737	26,775	26,775	20.6-
* UNREIMBURSED COSTS	624,358	617,986	866,567	878,539	867,587	.1
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

Sutter County Health administers this budget unit which includes the County's share of the cost of health programs provided to County residents by County Departments outside of the Health Fund or by health related non-County agencies.

**Major Budget Changes**

No major changes in this budget unit.

**Program Discussion & Summary Budget Request**

The Requested Budget is \$905,314.

This budget unit appropriates Sutter County's cost for participation in the Joint Powers

Agreement for the Sierra Sacramento Valley Emergency Medical Services (EMS) Agency. The County Share in the EMS Agency is based on the per capita population rate of forty-one cents (\$0.41), plus a \$10,000 base. The anticipated cost for participation in this joint powers agreement is based on Department of Finance projections for the population of Sutter County. It is anticipated that additional funds will be required for this item should the Department of Finance population projections for Sutter County differ from those used by the Health Division. A portion of this fee is offset by the use of Emergency Medical Services Fund (Maddy Act) undesignated funds (Fund #0252).

This budget unit also appropriates the cost of the contract with Bi-County Ambulance Services for indigent medical transportation. The County is currently in a multi-year

# Human Services - Health Non County Providers (4-201)

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*Tom Sherry, Director of Human Services*

contract with Bi-County Ambulance Services for this service.

Sutter County participates in the County Medical Services Program (CMSP) through an agreement between the County and Governing Board of the CMSP. This budget contains the participation fee (\$188,781) set by legislation for the County to participate in CMSP. Under the agreement with the CMSP Governing Board, the County agrees to share in a risk limitation amount should CMSP require more funds to operate the program. In prior years, the CMSP Governing Board did invoke the risk limitation requirements, which resulted in an increased cost to Sutter County of \$165,809. The CMSP Governing Board has yet to determine whether or not it will require additional funds to operate the program in FY 2010-11. This budget does not contain an estimate of the risk limitation amount. Should the CMSP Governing Board vote to enforce the risk limitation, additional funds would have to be allocated to this budget unit. Although technically not part of the participation fee, the risk limitation payment and the participation fee are budgeted as one item under the CMSP Participation fee account.

The original CMSP legislation set up a program comprised of State funds and County funds to provide care to indigent adults in small Counties. In FY 2000-01, the State withdrew its contribution of \$20.5 million to the program. In addition, beginning that year, the State charged CMSP an additional \$3 million for administrative costs. A combination of factors, including program cost increases for pharmaceutical supplies and medical care coupled with the State reduction of funds and imposition of an administrative cost has resulted in CMSP requiring additional funds to operate. Those additional funds have come from the participating Counties. CMSP has attempted to remedy these additional costs by reducing benefits to providers, reducing the

number of those eligible for the program by eliminating program eligibility to those with a share of cost over 200% of the Federal poverty level, reducing benefits to eligible participants and entering into a pharmacy benefits contract. CMSP has terminated the agreement with the State for management services and now contracts with Anthem Blue Cross for this service.

Sutter County has participated in CMSP since 1983. The County has the option of continuing participation in this program or operating its own medical services program for indigent adults. CMSP is a fee-for-services program with the scope of services identical to the Medi-Cal program. Should Sutter County operate its own program, the County would determine the scope of services and a provider group eligible for payment.

It is estimated that CMSP expends approximately \$5.2 million dollars for medical care to Sutter County indigent adults and receives approximately \$4.5 million of Realignment money for that care. Sutter County directly contributes \$2,996,118 of Realignment funds (shown in the Health Care-General budget unit 4-110) plus the cost of the participation fee and a risk assessment fee. The participation and risk payments are made with General Fund monies. The additional Realignment funds that CMSP receives are from "growth monies," which are appropriated directly to CMSP per the original Realignment legislation. CMSP receives approximately \$1.5 million dollars, which represents the Sutter County share of Realignment growth funds based on a calculation of the total growth fund available.

Should Sutter County withdraw from the CMSP, the only Realignment funds available

# Human Services - Health Non County Providers (4-201)

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*Tom Sherry, Director of Human Services*

to the County would be the \$2,996,118 contained in the original legislation. The Realignment growth funds would be retained by CMSP.

The budget also includes \$640,031 for Environmental Health Unreimbursed Cost since it is a part of the County's health care maintenance of effort. Environmental Health (Budget unit 2-725) is a division of the Community Services Department. The amount budgeted in the interfund account for Environmental Health is based on the Environmental Health division's budgeted Unreimbursed Cost for FY 2010-11.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$894,362.

The recommended budget differs from the requested budget due to minor changes in calculations of Contribution to Other Agencies and Interfund Environmental Health. The recommended budget is \$10,952 less than the requested budget.

The Human Services Director concurs with the recommended budget.

**Human Services - Health  
California Children's Services (CCS) (4-301)**

*Tom Sherry, Director of Human Services*

**EXECUTIVE SUMMARY**

DEPT HEAD: TOM SHERRY

UNIT: CALIFORNIA CHILDREN SERVICES FUND: HEALTH

0012 4-301

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	73,066	29,420	60,000	60,000	60,000	.0
OTHER CHARGES	146,400	128,721	350,368	210,368	210,368	40.0-
* GROSS BUDGET	219,466	158,141	410,368	270,368	270,368	34.1-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	219,466	158,141	410,368	270,368	270,368	34.1-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	141,150	141,150	141,150	141,150	141,150	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	141,150	141,150	141,150	141,150	141,150	.0
* UNREIMBURSED COSTS	78,316	16,991	269,218	129,218	129,218	52.0-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

The California Children's Services Program is a State mandated program to the County under Article 2, Section 248 of the Health and Safety Code.

**Major Budget Changes**

**Other Charges**

- (\$140,000) The FY 2009-10 adopted budget included a requested amount of \$210,368 plus a \$140,000 re-budget of prior year funds. The FY 2010-11 request is unchanged at \$210,368 which represents the County match of State funds

**Program Discussion & Summary Budget Request**

The Requested Budget is \$270,368.

The California Children's Services (CCS) program has been in continuous operation since it was established in 1927 by the State Legislature. CCS is a statewide tax-supported program of specialized medical care and rehabilitation for eligible children. The program provides diagnostic, treatment, and therapy services to children who are handicapped, children with catastrophic illnesses, or children who are victims of accidents and whose families cannot afford wholly or in part to pay for these services. Therapy services are provided at the County level while diagnostic and treatment services are provided by private medical providers. Therapy services for Sutter County are provided at the Virginia School in Wheatland, with Yuba County providing therapy staff and



# Human Services - Health California Children's Services (CCS) (4-301)

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*Tom Sherry, Director of Human Services*

Sutter County reimbursing Yuba County for a portion of the cost based on claims submitted by Yuba County.

Prior to FY 1991-92, the cost of the services provided under the CCS program was shared between the State and the County on a 75/25 percent basis, respectively. The State's "realignment" of health, mental health, and social services programs which was enacted in 1991, shifted a higher percentage of the costs to counties: the cost sharing ratio is now 50/50. The additional 25% of cost shift to the County is offset from the realignment funds shifted to the County from the State. CCS realignment funds are, by law, placed in the Social Services Trust Account. The assumption made in placing CCS funds in the Social Services Trust Account was that it would assure funding of caseload growth every year. The 25% realigned amount transferred to the Social Services Trust Account is the only amount within the Health Division that is subject to growth allocation.

The California Department of Health Care Services (DHCS) has recently implemented reductions to CCS County Administration and has also implemented a radically different methodology for funding both CCS County Administration and the Medical Therapy Program (MTP). This action was taken because DHCS had been overspending its state budget appropriations for both CCS County Administration and MTP for a number of years. Many implementation issues continue to remain unclear at the time of this writing. In the past, the state made a commitment to match one dollar for each dollar a county appropriates for CCS service expenditures above its maintenance of effort level, and provided additional state matching funds if a county appropriated additional funds to meet the demands of their local program. DHCS implemented a policy of

capped allocations in FY 2008-09. This allocation policy reduced funding an average of 17% when compared to FY 2007-08.

State statute requires a minimum county contribution, or "Maintenance of Effort" (MOE), to the CCS program equal to at least 50 percent of the total actual expenditures for the CCS program in FY 1990-91, unless the State certifies that a smaller amount is required. Sutter County's MOE is \$154,465, with the state then matching that amount on a dollar-for-dollar basis. Historically, Sutter County policy has been to budget an "overmatch" to the state's contribution of \$154,465, with the understanding that the state would contribute additional matching funds as needed.

At this time, the State has not determined the amount of its contribution to the Sutter County CCS Program in FY 2010-11. As mentioned above, in the past, as a policy item, the County has budgeted an amount in excess of the MOE in order to meet the potential demand for service, which can be very volatile. This budget request for \$210,368 is consistent with the Board of Supervisors' past policy in this area. However, the Board could opt to reduce this budget request to the minimum MOE of \$154,465, to match a potential reduced state contribution. At this time it is unknown whether the State contribution will match the amount appropriated over the MOE.

The past two years' State budget proposals have included either elimination of or reductions in the Healthy Families program. There remains some uncertainty about the program at the current level of operation. Should changes occur in the Healthy Families program, there may be impacts to the CCS program in that counties may see cost increases due to children moving from

# Human Services - Health California Children's Services (CCS) (4-301)

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*Tom Sherry, Director of Human Services*

Healthy Families (in which counties have a 17% share) to Basic CCS (in which counties have a 50% share). Approximately 25% of the total CCS caseload has Healthy Families insurance. In addition, the CCS County Administration allocation received from the State may be reduced by as much as 33% (\$95,000) if the Healthy Families program is eliminated. A decrease in funds in the future would necessitate consideration of adjustments to program eligibility or services for this medically fragile population.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended as requested.

The Human Services Director concurs with the recommended budget.

# Human Services Mental Health (4-102)

Tom Sherry, Director of Human Services

## EXECUTIVE SUMMARY

DEPT HEAD: TOM SHERRY

UNIT: MENTAL HEALTH SERVICE

FUND: BI-COUNTY MENTAL HEALTH

0007 4-102

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	10,671,681	9,303,023	11,497,227	12,319,886	12,175,886	5.9
SERVICES AND SUPPLIES	6,632,063	4,470,413	6,943,800	5,259,542	5,259,542	24.3-
OTHER CHARGES	4,685,178	2,724,474	4,859,171	4,646,307	4,600,991	5.3-
* GROSS BUDGET	21,988,922	16,497,910	23,300,198	22,225,735	22,036,419	5.4-
* NET BUDGET	21,988,922	16,497,910	23,300,198	22,225,735	22,036,419	5.4-
APPROPRIATION FOR CONTINGENCY	0	0	66,893	0	140,701	110.3
INCREASE IN DESIGNATIONS	0	0	544,930	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	21,988,922	16,497,910	23,912,021	22,225,735	22,177,120	7.3-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	7,666,240	4,704,488	9,376,909	7,724,121	7,675,506	18.1-
GOVERNMENTAL REVENUES	12,952,255	8,108,644	14,631,408	13,738,847	13,738,847	6.1-
GENERAL REVENUES	28,247	19,203	30,000	15,000	15,000	50.0-
OTHER FINANCING SOURCES	754	0	0	0	0	.0
CANCELLATION OF PRIOR YEAR RESERVES	0	0	544,930	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	670,201	671,226-	671,226-	747,767	747,767	211.4-
TOTAL AVAILABLE FINANCING	21,317,697	12,161,109	23,912,021	22,225,735	22,177,120	7.3-
* UNREIMBURSED COSTS	671,225	4,336,801	0	0	0	.0
ALLOCATED POSITIONS	126.91	108.73	108.74	108.73	108.73	.0

## Purpose

Bi-County Mental Health, also referred to as Sutter-Yuba Mental Health Services (SYMHS), is a division of the Sutter County Human Services Department. Under a Joint Powers Agreement entered into between the counties of Sutter and Yuba in 1969, SYMHS provides mental health services to residents of both counties. Subsequently, in the mid-1970s, by resolution of both boards of supervisors, it was determined that bi-county drug and alcohol services would be provided under the auspices of SYMHS. SYMHS oversees the full range of clinical operations for specialty mental health services to eligible Sutter and Yuba County Medi-Cal beneficiaries; oversees crisis and

specialty mental health services for all Sutter and Yuba County residents regardless of payor status; administers managed-care contracts for mental health services with private for-profit and nonprofit agencies; and provides a comprehensive system of care for the mentally ill, to the extent resources are available.

## Major Budget Changes

### Salaries & Benefits

- \$542,659 General salary and benefits adjustments
- \$280,000 Increase in Extra Help for special projects including review

# Human Services

## Mental Health (4-102)

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*Tom Sherry, Director of Human Services*

of both program design and medical records

- (\$144,000) General reduction for salary savings

### Services & Supplies

- (\$995,100) Decrease in Professional/Specialized Services account due to planned reductions in contracted services
- (\$600,000) Decrease in Juvenile Dependency Proceedings/Physician to reflect actual usage of independent contractor physicians and network providers

### Revenues

- (\$1,050,000) Decrease in Inpatient Fees due to lower than anticipated use of Psychiatric Health Facility by other counties under contract
- \$435,000 Increase in Interfund Admin – Miscellaneous Departments from Mental Health Services Act (MHSA) budget unit (4-104) to pay for medication support services provided to MHSA clients
- (\$205,684) Decrease in expected Re-alignment sales tax revenue (Interfund Transfer In-Sales Tax)
- (\$796,593) Decrease in Interfund Miscellaneous Revenue from MHSA budget unit (4-104) to pay for that budget's share of administrative costs. The FY 2009-10 budget included catch-up funds for prior years.

- (\$1,383,135) Decrease in State Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) funding
- (\$136,309) Decrease in State Inpatient revenue allocated by the State
- \$115,000 Increase in State Mental Health Medi-Cal Administration revenue due to increased Medi-Cal billings
- \$150,000 Increase in State Mandated Cost revenue as reimbursement for mental health services provided to seriously emotionally disturbed students
- \$153,921 Increase in Federal Grant revenue from the Byrne-Justice Assistance Grant (Byrne-JAG)
- \$151,162 Increase in Federal Financial Participation in Medi-Cal funding reflects a temporary increase in Federal Medicaid match included in the Federal Stimulus Bill

## Program Discussion & Summary Budget Request

This budget is requested at \$22,225,735.

SYMHS serves, on average, over 5,000 unique mental health clients each year. Over the years there has been a significant increase in demand for mental health services, due in part to expanded children's services supported by Early and Periodic Screening, Diagnosis, and Treatment (EPSDT) funds which became available in 1995. This together with both the Medi-Cal consolidation that became effective in 1998 and the growth in local population has re-

## Human Services Mental Health (4-102)

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*Tom Sherry, Director of Human Services*

sulted in more than a doubling of clients being served since 1995.

Under the Medi-Cal consolidation, SYMHS has been the Mental Health Plan for the 40,000 Medi-Cal beneficiaries in Sutter and Yuba Counties. Mental health treatment is an entitlement under Medi-Cal. SYMHS is responsible for assessing and treating, or referring for treatment, all Medi-Cal eligible individuals who meet medical necessity criteria and seek Specialty Mental Health Services on either an inpatient or outpatient basis. In addition to providing direct service, SYMHS has established contracts with licensed therapists in the local community and statewide to serve area children who have been placed out-of-home.

SYMHS' rates are required by Federal law to be based on its actual costs. Medi-Cal is billed using estimated rates which may not exceed statewide maximum allowable rates set by the California Department of Mental Health (DMH). These rates are then reconciled to actual costs at the end of each fiscal year through a cost report process. DMH has held the statewide maximum allowable rates down for state budgeting purposes, guaranteeing that county mental health programs will operate at a loss when treating Medi-Cal beneficiaries. To address this problem, the California Department of Health Care Services has negotiated a State Plan Amendment (SPA) with the Federal Centers for Medicare and Medicaid Services under which counties will be reimbursed by the Federal government at the Federal matching rate for the difference between the statewide maximum allowable rates and Federal published rates based on actual cost. The SPA was approved for FY 2009-10 and has been tentatively approved for FY 2010-11. This new funding will be available upon cost report settlement, which typically occurs two years or more after expenses are

incurred. This anticipated revenue will first be included in the FY 2011-12 or FY 2012-13 budget.

For FY 2010-11, SYMHS will charge \$726.39 per day on the Inpatient Unit. Other services are charged by the minute: \$6.49 per minute for Medication Support, \$2.72 per minute for Case Management/Brokerage, \$3.51 per minute for Mental Health Services, and \$5.22 per minute for Crisis Intervention. These rates will be adjusted upon completion of the FY 2008-09 Cost Report.

SYMHS has a long-term contractual relationship with Victor Community Support Services, Inc., DBA Sutter-Yuba Family Intervention and Community Support (FICS). FICS provides assessment and treatment services to youth on school campuses. Over the years their contract has grown significantly in response to identified community need. These services are funded primarily through a combination of Medi-Cal and EPSDT. In addition, FICS provides services to children with individualized educational plans (IEPs), which authorize mental-health services under Chapter 26.5 of the California Government Code. Funding for 26.5 services is provided through a combination of Medi-Cal, EPSDT, Federal Individuals with Disabilities Education Act (IDEA) funds and State-mandated cost funds.

SYMHS provides drug and alcohol services to local residents under Net Negotiated Amount (NNA) contracts with the State Department of Drug and Alcohol Programs, which include significant funding from Federal Substance Abuse Prevention and Treatment (SAPT) block grants; under the California Work Opportunity and Responsibility to Kids (CalWORKs) program for Sutter County; and under drug court funding. SYMHS provides a number of judicially-

## Human Services Mental Health (4-102)

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*Tom Sherry, Director of Human Services*

linked programs. These include PC 1000 Drug Diversion services authorized under section 1000 of the California Penal Code; services to individuals referred by the courts in both counties for mental health treatment and substance abuse counseling; psychiatric services to youth in juvenile hall and youth in the guidance center; services to inmates in both counties' jails; and services to individuals involved in drug courts in both counties. Funding under the Substance Abuse and Crime Prevention Act of 2000(SACPA) was eliminated in FY 2009-10. Residual SACPA funding has been exhausted and staff have been realigned to other programs.

New Federal Byrne-JAG funding has been obtained for a program to be operated jointly with the Sutter County Probation Department that will provide substance abuse treatment to persons convicted of certain types of crimes. These grant funds come from the Federal American Recovery and Reinvestment Act of 2009 and will only be available for a limited time.

SYMHS also provides an intensive day treatment program to pregnant women and women with small children under its First Steps program. First Steps is widely recognized to be a very effective substance abuse treatment program with many successful graduates in our communities.

SYMHS, under funding agreements with Sutter and Yuba Counties' Social Services departments, provides additional treatment services to Child Protective Services involved families in Sutter County and to the CalWORKs programs of both counties.

From a financial perspective, two major factors are affecting the FY 2010-11 Mental Health budget: (1) Since FY 2003-04, both locally and statewide, Mental Health Re-

alignment allocations have remained flat or declined. In FY 2010-11 it is anticipated that SYMHS Realignment funding will begin to increase. This increase is expected to be very modest, likely no more than one percent, or about \$50,000 greater than projected Realignment funding for FY 2009-10. The cost of doing business has continued to increase. Even in more robust economic times, statewide growth in Realignment funding has gone to pay for increasing caseloads in Child Welfare Services, foster care, and/or In-Home Supportive Services, programs which, by statute, have first draw on Realignment growth dollars. The Mental Health Division uses Realignment funding to match and draw down the Federal contributions to Medi-Cal. (2) Drug and Alcohol funding has also remained flat or declined slightly for the past five fiscal years. Thus, as costs of doing business have increased, staff costs in Drug and Alcohol have been reduced slightly by leaving vacancies unfilled. In fact, Drug and Alcohol Full Time Equivalent positions have been reduced from 23.85 in FY 2007-08 to 18.9 in FY 2009-10, with 17.7 currently filled.

Due to these fiscal challenges, for FY 2010-11, the Division proposes to continue a "soft" hiring freeze at the department level with only few exceptions. However, most vacant positions were eliminated from this budget unit in the final FY 2009-10 budget. It remains our objective to keep the Mental Health and the Mental Health Services Act budgets in balance and to fully utilize all available funding in a fashion most advantageous to our counties.

For FY 2010-11, no Mental Health staff reductions are being recommended at this time. However, if the statewide structural funding problems are not addressed it is anticipated that program reductions could occur in both the Mental Health and Mental

# Human Services

## Mental Health (4-102)

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*Tom Sherry, Director of Human Services*

Health Services Act budgets. It is unknown at this time how the Governor and legislators will address the structural disconnect between State General Fund spending and available revenues. Once the State's budget is determined, additional adjustments to the Mental Health budget may be required.

The State's practice of deferring payments to counties as a means of addressing its fiscal shortcomings continues to cause cash flow problems for SYMHS. The Board of Supervisors has assisted SYMHS in meeting this difficult challenge by authorizing borrowing from the Local Health and Welfare Trust Funds for Social Services, Health and Mental Health and the Impact Fee Designation for Social Services, Health and Mental Health. SYMHS pays interest on these cash flow loans, but the State does not pay interest on the payments it defers, so an added cost is imposed on SYMHS as a result.

An additional area of concern is the effect of prior year audits. The State Department of Mental Health Audit division is becoming much more aggressive in their audit reviews. Generally these audits occur five years after the year the services were provided, which means that any error that is discovered may have continued to be made in the subsequent years. In effect, a relatively minor error made in one year could have a significant impact over time if that error continued to be made in subsequent years.

### Use of Reserves/Designations

The Mental Health fund contains a Reserve for Imprest Cash (Petty Cash), a Reserve for Sutter County Use, and a Designation for Future Appropriations. It is requested that the entire Designation for Future Appropriations of \$544,930 be cancelled to balance the budget.

### CAO Recommendation

This budget is recommended at \$22,177,120.

A decrease of \$144,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$45,316 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

Realignment revenue, which includes both Interfund MVIL Transfer Mental Health and Interfund Transfer In-Sales Tax, is recommended at \$4,858,528, which is \$48,615 less than the Department's request. The recommended total equals the projected Realignment revenue for FY 2009-10 and is slightly more conservative than the Department's request of a 1% increase in Realignment revenue.

An Appropriation for Contingency is recommended at \$140,701. This appropriation balances the Mental Health Fund budget relative to both the above referenced decreased expenses in Salaries and Benefits and Interfund Information Technology and decreased Realignment revenue estimates.

The Human Services Director concurs with the recommended budget.

**Human Services  
Mental Health Services Act (4-104)**

*Tom Sherry, Director of Human Services*

EXECUTIVE SUMMARY

DEPT HEAD: TOM SHERRY	UNIT: MENTAL HEALTH SERVICES ACT		FUND: MENTAL HEALTH SERVICES ACT		0008 4-104	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	3,838,813	3,370,385	5,022,940	5,207,920	5,140,920	2.3
SERVICES AND SUPPLIES	812,296	447,407	1,476,686	923,778	914,995	38.0-
OTHER CHARGES	961,221	636,984	2,518,130	2,487,472	2,483,255	1.4-
* GROSS BUDGET	5,612,330	4,454,776	9,017,756	8,619,170	8,539,170	5.3-
* NET BUDGET	5,612,330	4,454,776	9,017,756	8,619,170	8,539,170	5.3-
APPROPRIATION FOR CONTINGENCY	0	0	15,800	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	5,612,330	4,454,776	9,033,556	8,619,170	8,539,170	5.5-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	21,740	25,623	29,960	134,828	134,828	350.0
GOVERNMENTAL REVENUES	4,906,871	5,876,379	8,813,289	7,476,416	7,476,416	15.2-
GENERAL REVENUES	6,894	38,303	75,000	35,000	35,000	53.3-
UNDESIGNATED FUND BALANCE 7/1	792,133	1,884,693-	115,307	972,926	892,926	674.4
TOTAL AVAILABLE FINANCING	5,727,638	4,055,612	9,033,556	8,619,170	8,539,170	5.5-
* UNREIMBURSED COSTS	115,308-	399,164	0	0	0	.0
ALLOCATED POSITIONS	53.64	56.64	53.39	56.64	56.64	6.1

**Purpose**

The passage of Proposition 63, known as the Mental Health Services Act (MHSA), in November 2004, provided the first opportunity in many years for the County to provide increased funding, personnel and other resources to support county mental health programs and monitor progress toward statewide goals for children, transition age youth, adults, older adults and families. The MHSA addresses a broad continuum of prevention, early intervention and service needs and the necessary infrastructure, technology and training elements that will effectively support this system. The MHSA budget unit (4-104) was created in FY 2005-06, beginning with the Community Services and Supports component. The Mental Health Services Act requires counties to place

MHSA funds in a local Mental Health Services Fund, invest the funds in a manner consistent with County practice for other funds, and transfer any interest earned back into the Fund. MHSA funds may not be used to supplant funding that was previously provided for Mental Health Services by other sources.

**Major Budget Changes**

**Salaries & Benefits**

- \$184,980 General salary and benefits adjustments
- (\$67,000) General reduction for salary savings



Services & Supplies

- (\$243,865) Decrease in Professional/Specialized Services due to planned reductions in contracted services
- (\$149,149) Decrease in Special Departmental Expense due to decreased expenditures on incentives to support MHSA participation

Other Charges

- (\$80,000) Decrease in Contribution to Child Individualized Education Plan (IEP) Services based on experience
- (\$796,593) Decrease in Interfund Miscellaneous Transfer to Mental Health (4-102) for administrative support. The decrease is primarily because the FY 2009-10 budget included catch-up funds for prior years
- \$435,000 Increase in Interfund Other Departments to reimburse Mental Health (4-102) for medication support services to MHSA clients
- \$439,658 Increase in Interfund Overhead (A-87) Cost to reflect reallocation of these costs based on FTEs

Revenues

- \$99,828 Increase in Interfund Transfer In-Wraparound revenue previously budgeted in the Mental Health budget unit (4-102)
- (\$1,060,192) Decrease in State MHSA revenue due to reduced tax revenue at the State level

- (\$275,552) Decrease in Federal Mental Health Medi-Cal revenue based on billing experience

Program Discussion & Summary Budget Request

The budget is requested at \$8,619,170.

The Mental Health Services Act (MHSA), also known as Proposition 63, was passed by the voters in November 2004. MHSA funds for counties are used to expand and transform mental health services. Although this is a valuable and badly needed new funding source for county mental health programs, it is also a volatile and economically sensitive funding source. As a result of the current economic downturn, estimated funding for future years will be limited. To live within these future estimates, Sutter-Yuba Mental Health Services (SYMHS) has maintained an internal “soft” hiring freeze at the department level since August 2008. It is anticipated that hiring to fill vacant positions will be very limited through FY 2011-12. The department has held off on filling vacant positions in order to maintain current programs and to avoid layoffs to the greatest extent possible.

The FY 2010-11 Governor’s Budget, issued in January 2010, proposed diversion of \$452 million of MHSA funding in FY 2010-11 and in FY 2011-12 to fund community mental health programs the state is otherwise required to fund from the State General Fund. If approved, this proposed diversion of funds will significantly reduce the viability of MHSA programs state-wide. Implementation of this proposal would require approval by voters and is similar to the failed proposition 1E rejected by voters in 2009. The legislature declined to place this proposal on the ballot, greatly reducing the likelihood of direct reductions to MHSA funding. Other revenue streams in this

## Human Services Mental Health Services Act (4-104)

*Tom Sherry, Director of Human Services*

budget unit, e.g., Medi-Cal, remain vulnerable to state budget cutting efforts.

For FY 2010-11, no Mental Health Services Act staff reductions are being recommended at this time. However, if the state's financial problems are passed on to counties (including Mental Health) it is anticipated that program reductions could occur in both the Mental Health and Mental Health Services Act budgets. Depending on the amount, and where the reductions are applied, some or all of the County's MHSA programs may be affected.

The State's practice of deferring payments to counties as a means of addressing its fiscal shortcomings continues to cause cash flow problems for SYMHS and MHSA. The Board of Supervisors has assisted SYMHS in meeting this difficult challenge by authorizing borrowing from the Local Health and Welfare Trust Funds for Social Services, Health and Mental Health and the Impact Fee Designation for Social Services, Health and Mental Health. The Board has also authorized borrowing for cash flow between the Mental Health Fund (0007) and the Mental Health Services Act Fund (0008). In either case, SYMHS pays interest on these cash flow loans, but the State does not pay interest on the payments it defers, so an added cost is imposed on SYMHS as a result.

SYMHS has seven major work plans under MHSA. These work plans are listed below. It should be recognized that the capacity to accept clients into these programs is directly related to available staffing.

### Community Services and Supports (CSS)

- The **Urgent Services Program** has been developed to serve all ages with distinct, age appropriate services for youth and adults who have acute mental health issues and are at greatest risk of harming themselves or others, are at risk of hospitalization, or are at risk of incarceration in jails or juvenile justice institutions. SYMHS also works with school-based counselors and other school personnel to identify children at greatest risk.
- The **Older Adult Services Program** has been developed to serve older adults, aged 60 and over, who are physically or geographically isolated and who have psychiatric disabilities. Further priority is given to those whose cultural identity places them in underserved populations within our community. The program enables participants to obtain and maintain positive social connections; experience respect from their providers of mental health services; feel empowered and listened to in the process of planning and obtaining their services; and have continuity in their providers. The program incorporates peer-delivered services; uses a family-friendly approach to service planning and delivery; and provides housing services and treatment, leading to recovery, to promote the program's goals of reducing disparities in services and decreasing homelessness.
- The **Ethnic Outreach Program** targets our major underserved populations: Latino, Hmong, and Punjabi speaking Asian Indians. Each program is inter-generational, serving children, youth, transition-aged youth, adults and older adults within each cultural group. Within these broader categories, females are specifically targeted as they are more likely to be underserved in our system, and specifically within these cultures. The program enables participants to obtain and maintain positive social connections; live in safety and in a setting which is of their choosing; and have access to integrated mental health and drug

and alcohol treatment for those with co-occurring disorders. Participants can also obtain assistance to engage in meaningful activity such as employment or education/training; receive services which recognize their developmental process as “normal” and do not marginalize issues of wellness; and experience respect from their providers of mental health services. As a result, clients feel empowered and listened to in the process of planning and obtaining their services; have continuity in their providers; and have individualized service plans which recognize the uniqueness of each person within the context of their ethnic/racial/cultural identity.

- The **Integrated Full Service Partnership Program** serves individuals from all age groups with serious mental illnesses or serious emotional disturbances. This population is significantly more at risk for victimization, addiction disorders, overuse of emergency rooms, psychiatric hospitalizations, and incarceration in jails/juvenile justice institutions. Transition age youth are especially at risk to enter into the cycle of homelessness, unemployment, and substance abuse.

Within the Integrated Full Service Partnership, specific services are available to serve children ages 0-5 and youth aged 6-15 who have severe emotional disturbances or severe mental illnesses that result in significant social, emotional, or educational impairments and/or who are at risk of homelessness or going into out-of-home care. Children ages 0-5 are the most underserved population and have the most potential to need extensive resources over the longest time should they go untreated. We work with the Ethnic Outreach programs to find children whose cultural identity places them

in underserved populations within our community (Hispanic, Asian Indian or Hmong).

Services are available for Transition Age Youth (TAY) aged 16-25 who have severe emotional disturbances or mental illnesses that result in significant social, emotional, educational and/or occupational impairments or who are at risk of homelessness. TAY within our community who are un-served, underserved, or inappropriately served include young women with self-harming, high-risk behaviors; youth aging out of foster care, and youth transitioning from children’s mental health/probation systems to adult systems. Priority for services is given to those with co-occurring substance abuse and mental health disorders, those at significant risk of gang involvement, the uninsured, and those whose cultural identity places them in underserved populations within our community.

Services are available for adults and older adults who have co-occurring mental health and substance abuse disorders and who are homeless, or at risk of homelessness. Priority will be given to those whose cultural identity places them in underserved populations within our community (Latino, Asian Indian or Hmong).

The Wellness Recovery Centers serve adults and older adults with serious and persistent mental illness who meet the target population criteria established by Sutter-Yuba Mental Health Services.

#### Prevention and Early Intervention (PEI)

During FY 2009-10, the PEI component of MHSA was approved by the state and implemented by SYMHS. PEI approaches are intended to be transformational by restruc-

turing the mental health system to a “help-first” approach. Prevention programs bring mental health awareness into the lives of all members of the community through public education initiatives and dialogue. PEI builds capacity for providing mental health early intervention services at sites where people go for other routine activities (e.g., health providers, education facilities, community organizations). A goal of PEI is to help mental health become part of wellness for individuals and the community, reducing the potential for stigma and discrimination against individuals with mental illness.

The SYMHS implementation of PEI has two major components:

- The **Community Prevention Team** is intended to serve individuals experiencing onset of serious psychiatric illness; children and youth in stressed families; children and youth at risk for school failure; children and youth at risk of or experiencing juvenile justice involvement; and underserved cultural populations. It will work with agencies in the community to enhance overall community capacity for prevention and early intervention. They will expand mentoring programs for youth, expand use of the Strengthening Families model throughout the community, and support recreational opportunities for youth that fight stigma and build self esteem.
- The **First Onset** component is directed toward individuals experiencing the first onset of serious psychiatric illness. It includes mental health consultation with pediatricians or other primary care providers to improve individuals’ access to quality mental health interventions by increasing providers’ capacity to offer effective mental health guidance and early intervention service; implementation of Teen Screen, a program of volun-

tary school screening to identify youth at risk for suicide and potentially suffering from mental illness; provide Aggression Replacement Training® to aid in early identification of mental illness and address stigma issues with the goal of improving social skill competence, anger control, and moral reasoning; and provide education and training at sites in the local community.

## Use of Reserves/Designations

The MHSA Fund (0008) contains a Reserve for MHSA/Housing Authority. No increase or decrease to this reserve is proposed for FY 2010-11.

## CAO Recommendation

This budget is recommended at \$8,539,170.

A decrease of \$67,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$4,217 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Human Services Director concurs with the recommended budget.

EXECUTIVE SUMMARY

DEPT HEAD: TOM SHERRY

UNIT: PUBLIC GUARDIAN & CONSERVATOR FUND: GENERAL

0001 2-709

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	170,613	148,751	187,090	191,119	188,119	.6
SERVICES AND SUPPLIES	8,402	6,164	10,850	11,560	11,560	6.5
OTHER CHARGES	6,783	5,670	8,847	9,166	8,736	1.3-
* GROSS BUDGET	185,798	160,585	206,787	211,845	208,415	.8
INTRAFUND TRANSFERS	850	631	929	799	799	14.0-
* NET BUDGET	186,648	161,216	207,716	212,644	209,214	.7
<b>OTHER REVENUES</b>						
USER PAY REVENUES	105,855	83,788	99,894	97,894	97,894	2.0-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	105,855	83,788	99,894	97,894	97,894	2.0-
* UNREIMBURSED COSTS	80,793	77,428	107,822	114,750	111,320	3.2
ALLOCATED POSITIONS	2.00	2.00	2.00	2.00	2.00	.0

**Purpose**

The Public Guardian-Conservator is appointed by the Sutter County Superior Court as the personal representative (Conservator) for physically and/or mentally disabled individuals who cannot provide for their own food, clothing and shelter. The Conservator may be appointed to manage both the person and the estate of the conservatee, may give informed consent for medical and psychiatric treatment for those who may be deemed to be incompetent, and will be responsible to protect the rights and estates from those who may take advantage of, or project undue influence on, the conservatees.

**Major Budget Changes**

**Salaries & Benefits**

- (\$3,000) General reduction for salary savings

**Program Discussion & Summary Budget Request**

The Requested Budget is \$212,644.

The Public Guardian-Conservator provides two types of conservatorships: Mental Health Conservatorships and Probate Conservatorships.

Lanterman-Petris-Short (LPS) Act (Cal. Welfare & Institutions Code, sec. 5000 et seq.) Mental Health Conservatorships are

reserved for persons requiring mental health treatment that often requires placement in locked psychiatric facilities.

Probate Conservatorships are for individuals that have a prominent medical condition that renders the person unable to make daily decisions about his/her care and/or finances.

Individual persons are referred to the Public Guardian-Conservator through a multitude of local service providers based on a specific disorder or medical condition.

Since a conservatorship is an action of the “last resort,” the Public Guardian program is administered with the highest ethical regard for the conservatee’s best interests.

The Public Guardian’s office has two full-time staff (one Public Guardian and one Deputy Public Guardian) and two Extra Help positions (an Account Clerk II and an Office Assistant II).

Currently, the Public Guardian’s office has sixty-eight (68) conservatees, twenty-eight (28) of which are probate cases and forty (40) of which are LPS (mental health).

## **Use of Reserves/ Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended at \$209,214.

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

Interfund Information Technology charges have been reduced by \$430 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Human Services Director concurs with the recommended budget.

# Human Services - Welfare Welfare Administration (5-101)

Tom Sherry, Director of Human Services

EXECUTIVE SUMMARY						
DEPT HEAD: TOM SHERRY	UNIT: WELFARE ADMINISTRATION		FUND: WELFARE/SOCIAL SERVICES		0013 5-101	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	10,178,430	8,526,112	11,327,011	12,013,919	11,869,919	4.8
SERVICES AND SUPPLIES	1,253,890	866,866	2,611,513	2,440,419	2,440,419	6.6-
OTHER CHARGES	3,409,292	2,180,559	4,580,346	4,377,332	4,355,379	4.9-
CAPITAL ASSETS	61,914	21,809	24,500	35,500	10,000	59.2-
* GROSS BUDGET	14,903,526	11,595,346	18,543,370	18,867,170	18,675,717	.7
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	14,903,526	11,595,346	18,543,370	18,867,170	18,675,717	.7
<b>OTHER REVENUES</b>						
USER PAY REVENUES	638,413	150,069	740,855	609,226	609,226	17.8-
GOVERNMENTAL REVENUES	14,127,747	10,371,651	16,907,620	16,922,262	16,922,262	.1
OTHER FINANCING SOURCES	1,895	0	0	0	0	.0
TOTAL OTHER REVENUES	14,768,055	10,521,720	17,648,475	17,531,488	17,531,488	.7-
* UNREIMBURSED COSTS	135,471	1,073,626	894,895	1,335,682	1,144,229	27.9
ALLOCATED POSITIONS	153.00	146.00	146.00	146.00	146.00	.0

## Purpose

The Welfare and Social Services Division of the Human Services Department is responsible for the administration and management of multiple programs. This budget unit finances all personnel and operational costs for the Division.

- \$278,109 Increase in Overtime and Extra Help related to the C-IV system conversion, offset by related revenue
- (\$144,000) General reduction for salary savings

## Major Budget Changes

### Salaries & Benefits

- \$408,799 General salary and benefit adjustments, including increases in County Contribution to Group Insurance and Interfund Workers' Compensation based on premium increases

### Services & Supplies

- (\$229,865) Decrease in Professional/Specialized Services to reflect remainder of allocation from the California Department of Health Services (DHS) to meet MEDS Security requirements. These funds are 100% reimbursed by DHS

# Human Services - Welfare Welfare Administration (5-101)

*Tom Sherry, Director of Human Services*

## Other Charges

- (\$90,285) Decrease in Interfund Information Technology charges
- \$89,478 Increase in Interfund Investigation payments for services provided by the District Attorney (2-125)

## Capital Assets

- \$10,000 One modular reception workstation to comply with security requirements and Federal Medi-Cal privacy mandates

## Revenues

- \$180,000 Increase in Blended Funding account previously budgeted in Contribution from Other Agency account, but changed to more accurately reflect the source of the revenue. There is no net change in revenues due to this account change
- \$622,378 Increase in State Welfare Administration funding
- (\$606,874) Decrease in Federal Welfare Administration funding

## Program Discussion & Summary Budget Request

The requested budget is \$18,867,170.

The responsibilities of the Welfare & Social Services Division include eligibility determinations for assistance programs, TANF/CalWORKs Employment Services,

Child and Adult Protective Services, and other related activities as mandated by Federal and State law.

The Welfare Administration budget unit does not include direct costs of aid payments (for example, TANF, Adoptions Assistance Program, etc.) to recipients. These costs are reflected in other budget units within Welfare & Social Services.

A continuing endeavor of the Employment Services Branch is facilitating the employment and self-sufficiency of all TANF/CalWORKs recipients. Employment Services will continue to work with these clients in collaboration with private employers and private non-profit agencies.

The Child and Adult Protective Services Branch continues to work collaboratively with Mental Health, Health, Probation, the Courts and other public service agencies to address the problems of families and adults using a multidisciplinary team approach.

Sutter County is one of thirty-five counties that have shared use of the Interim Statewide Automated Welfare System (ISAWS) for eligibility determination and benefit calculation for public assistance programs. All thirty-five of the ISAWS counties will be completing the "migration" to the C-IV computer system in 2010. Sutter County will go live on the C-IV system in June 2010 and expects to be fully converted by November 2010.

The federal government is requiring that all agencies that administer Medi-Cal take steps to ensure the complete security of personal information, which is obtained in the administration of the Medi-Cal and/or In-Home Supportive Services (IHSS) programs. This includes all information used



## Human Services - Welfare Welfare Administration (5-101)

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*Tom Sherry, Director of Human Services*

in determining Medi-Cal eligibility or conducting IHSS operations that can be used alone or in conjunction with any other information to identify a specific person such as name, social security number, date of birth, driver's license number or identification number. In order to accomplish these changes, the County was allocated approximately \$1,050,000 to pay for the revisions that must be made to meet these federal regulations. Some of the necessary changes have been made, with the remaining changes planned for FY 2010-11.

The Governor's Proposed Budget for FY 2010-11 contains numerous cuts to social services programs. This budget has been prepared based on the allocations and expenditures as they exist in the current fiscal year. If as a result of state actions the Division receives reductions below anticipated levels, Human Services will reassess its resources and may return to the Board with recommended amendments.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended at \$18,675,717.

A decrease of \$144,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$21,953 from the requested amount to reflect reduced charges

countywide, based on a recommended reduction in the Information Technology Department budget.

An increase of \$80,305 in Interfund Plant Acquisition is recommended to fund a roof repair project and the remaining costs for a HVAC project begun in FY 2009-10. A matching reduction in the Support and Care of Persons account is recommended to balance the increase in expense.

Capital Assets is recommended at \$10,000, which is \$25,500 less than the Department's request. The request for one replacement vehicle is not recommended at this time. This request will be reevaluated for FY 2011-12 based upon the needs of the Department and available financing.

The Human Services Director concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: TOM SHERRY	UNIT: IN-HOME SUPPORTIVE SRVS (IHSS) FUND: WELFARE/SOCIAL SERVICES					0013 5-201
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
OTHER CHARGES	1,551,538	1,408,039	1,881,189	1,887,790	1,887,790	.4
* GROSS BUDGET	1,551,538	1,408,039	1,881,189	1,887,790	1,887,790	.4
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	1,551,538	1,408,039	1,881,189	1,887,790	1,887,790	.4
OTHER REVENUES						
USER PAY REVENUES	1,108,500	887,404	1,229,906	1,229,906	1,229,906	.0
GOVERNMENTAL REVENUES	213,676	134,320	200,000	200,000	200,000	.0
TOTAL OTHER REVENUES	1,322,176	1,021,724	1,429,906	1,429,906	1,429,906	.0
* UNREIMBURSED COSTS	229,362	386,315	451,283	457,884	457,884	1.5
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

In-Home Supportive Services (IHSS) is a statewide program under the direction of the California Department of Social Services (CDSS).

The Sutter County IHSS Public Authority (PA) Governing Board was established in 2002 in response to Assembly Bill 1682 (Chapter 90, Statutes of 1999), to act as the employer of record for Sutter County IHSS providers for the purposes of negotiating salary, benefits and work related issues.

The IHSS program pays providers to care for qualified aged, blind or disabled individuals who require personal care and/or homemaking assistance in order to continue living in their homes. CDSS makes the payments to the providers, and then invoices the County for its share of the costs. This budget unit funds the County share of both

the provider payments and the IHSS Public Authority.

## Major Budget Changes

### Other Charges

- \$149,229 Increase in IHSS County Share due to negotiated provider wage increases
- (\$142,628) Decrease in Contribution to IHSS Public Authority

## Program Discussion & Summary Budget Request

Appropriations in this budget provide for payment of the County's share of provider wages (which are paid to the State), as well as for the transfer of operating funds to the IHSS Public Authority. Funding for this budget unit is from a combination of State Social Services Realignment (sales tax)

revenue, State IHSS Waiver Program reimbursement revenue, and County General Fund dollars. Realignment funds are transferred in to this budget unit from the Welfare/Social Services Realignment Trust (special revenue fund 0-248).

An agreement was reached in 2008 with the providers' union regarding certain salary and benefit provisions for IHSS providers, including an hourly wage increase, changes in the health/dental/vision insurance and other work related items. The resultant Memorandum of Agreement (MOA) became effective on June 1, 2009 and will end on December 31, 2010. As agreed in the MOA, the hourly wages for providers will increase from \$8.75 to \$9.25 per hour effective 6/1/10.

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

This budget unit does not include any reserves or designations.

### **CAO Recommendation**

This budget is recommended as requested.

The Human Services Director concurs with the recommended budget.

# Human Services - Welfare Temporary Aid for Needy Families (5-204)

Tom Sherry, Director of Human Services

EXECUTIVE SUMMARY						
DEPT HEAD: TOM SHERRY	UNIT: TANF-FAMILY GROUP		FUND: WELFARE/SOCIAL SERVICES		0013 5-204	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	9,692,991	8,236,917	13,732,130	13,732,100	13,732,100	.0
* GROSS BUDGET	9,692,991	8,236,917	13,732,130	13,732,100	13,732,100	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	9,692,991	8,236,917	13,732,130	13,732,100	13,732,100	.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	49,876	0	50,000	0	0	100.0-
GOVERNMENTAL REVENUES	9,435,928	7,238,459	13,388,827	13,438,798	13,438,798	.4
TOTAL OTHER REVENUES	9,485,804	7,238,459	13,438,827	13,438,798	13,438,798	.0
* UNREIMBURSED COSTS	207,187	998,458	293,303	293,302	293,302	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

This budget unit finances the Temporary Assistance to Needy Families (TANF) cash assistance program. The TANF program assists eligible families and/or children who meet specific income, property and other regulatory requirements. This budget unit is primarily financed with Federal/State funding.

## Major Budget Changes

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

## Program Discussion & Summary Budget Request

The Requested Budget is \$13,732,100 to support the Temporary Assistance to Needy Families (TANF) cash assistance program.

TANF is a public assistance program which provides for children who are deprived of the care and support of one or both of their parents. In most cases it also provides for the child's caretaker(s).

A child is considered to be deprived of care and support if one of the following situations exist:

1. Either parent is physically or mentally incapacitated;
2. Either parent is deceased;
3. The parent who is the primary wage earner is unemployed;
4. Either parent is continually absent from the home in which the child resides.

If any of the above circumstances exists, and the child plus his/her caretaker meets the

## Human Services - Welfare Temporary Aid for Needy Families (5-204)

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*Tom Sherry, Director of Human Services*

property and income tests, a TANF case including the child, his/her caretaker and other related children living in the home, if eligible, may be established. Most of these persons also receive a Medi-Cal card and public assistance food stamps.

All able-bodied adults receiving TANF are required to participate in the CalWORKs Employment Services program. The program requires recipients to participate in a work, training or job search activity for a minimum number of hours each week in order to remain eligible for assistance. In addition to participation requirements, there is a 60 month cumulative time limit for adults on cash assistance.

### Use of Reserves/ Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended as requested.

The Human Services Director concurs with the recommended budget.

# Human Services - Welfare Foster Care (5-206)

Tom Sherry, Director of Human Services

EXECUTIVE SUMMARY						
DEPT HEAD: TOM SHERRY	UNIT: TANF-FOSTER CARE		FUND: WELFARE/SOCIAL SERVICES		0013 5-206	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	3,156,454	2,683,598	5,398,884	5,382,318	5,382,318	.3-
* GROSS BUDGET	3,156,454	2,683,598	5,398,884	5,382,318	5,382,318	.3-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	3,156,454	2,683,598	5,398,884	5,382,318	5,382,318	.3-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	114,047	0	175,000	0	0	100.0-
GOVERNMENTAL REVENUES	1,946,816	1,562,999	3,311,781	3,534,504	3,534,504	6.7
TOTAL OTHER REVENUES	2,060,863	1,562,999	3,486,781	3,534,504	3,534,504	1.4
* UNREIMBURSED COSTS	1,095,591	1,120,599	1,912,103	1,847,814	1,847,814	3.4-
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Foster Care budget unit contains seven programs which provide financial aid on behalf of children who are living in out-of-home placements or are at risk of being removed from their home. These funds are provided on behalf of children whose families are unable or unwilling to care for them and who are in need of temporary or long-term substitute parenting or assisted parenting.

## Major Budget Changes

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

## Program Discussion & Summary Budget Request

The requested Budget is \$5,382,318 to support the Temporary Assistance to Needy

Families (TANF) – Foster Care budget and related assistance programs.

This budget unit provides Foster Care financing for seven programs:

1. Welfare Department Institutional Placements funds payments for the placement costs of Sutter County Dependents who are placed in a group home.
2. Welfare Department Foster Home Placements funds payments for the placement costs of children who require out of home care due to removal from their parents' care.
3. Probation Department Institutional Placements funds payments for the placement costs of Juvenile Court Wards who are placed in a group home.

## Human Services - Welfare Foster Care (5-206)

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Tom Sherry, Director of Human Services

4. The Seriously Emotionally Disturbed Children Institutional Placements program funds payments for the placement costs of children who are in out-of-home placement care due to emotional disabilities.
5. The Kinship Guardianship Assistance Payment Program funds the costs of children that are living with relatives other than their parents.
6. Transitional Housing Program-PLUS is a comprehensive housing and support program for youth ages 18-24 that have emancipated from foster care.
7. Wrap-Around is a family-centered, strength-based process that is designed to promote re-establishment of youth and families into community support systems.

Caseloads within each of the seven programs fluctuate from year to year.

A continuing project for this budget unit in the upcoming year includes the ongoing implementation of the Wrap-Around program, which was initiated in May of 2009. This is a joint services and placement venture between Child Protective Services, Mental Health and Children's Systems of Care. The goal of the program is to bring children in high level placements back to the community to live with their parents or a foster family while receiving extensive support from supportive agencies. It also includes the ongoing multi-disciplinary case management of cases as well as Court Mediation and Linkages case management. In general, these programs are being used to provide better services with the goal of achieving more positive outcomes.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended as requested.

The Director of Human Services concurs with the recommended budget.

# Human Services - Welfare Refugee Cash Assistance (5-207)

Tom Sherry, Director of Human Services

## EXECUTIVE SUMMARY

DEPT HEAD: TOM SHERRY

UNIT: REFUGEE CASH ASSISTANCE

FUND: WELFARE/SOCIAL SERVICES

0013 5-207

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	0	2,071	14,800	14,800	14,800	.0
* GROSS BUDGET	0	2,071	14,800	14,800	14,800	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	0	2,071	14,800	14,800	14,800	.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	1,419	14,800	14,800	14,800	.0
TOTAL OTHER REVENUES	0	1,419	14,800	14,800	14,800	.0
* UNREIMBURSED COSTS	0	652	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Refugee Cash Assistance Program (RCA) is a federally mandated and funded program established to assist refugees with resettlement. This program is administered by the Welfare/Social Services division.

providing cash assistance, medical assistance and social services. RCA is provided to refugees who have been determined to be ineligible for CalWORKs or SSI/SSP. RCA eligibility is for an eight month period, beginning with month of entry in the United States.

## Major Budget Changes

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

## Use of Reserves/ Designations

This budget unit does not include any reserves or designations.

## Program Discussion & Summary Budget Request

The Budget is requested at \$14,800 to support the Refugee Cash Assistance program.

## CAO Recommendation

This budget is recommended as requested.

The Refugee Cash Assistance Program (RCA) assists refugees with resettlement and services towards self-support by

The Human Services Director concurs with the recommended budget.



# Human Services - Welfare Aid for Adoption (5-209)

Tom Sherry, Director of Human Services

EXECUTIVE SUMMARY						
DEPT HEAD: TOM SHERRY	UNIT: AID FOR ADOPTION		FUND: WELFARE/SOCIAL SERVICES		0013 5-209	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	3,219,327	2,720,562	4,262,000	4,262,000	4,262,000	.0
* GROSS BUDGET	3,219,327	2,720,562	4,262,000	4,262,000	4,262,000	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	3,219,327	2,720,562	4,262,000	4,262,000	4,262,000	.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	2,742,500	2,118,172	3,626,485	3,626,483	3,626,483	.0
TOTAL OTHER REVENUES	2,742,500	2,118,172	3,626,485	3,626,483	3,626,483	.0
* UNREIMBURSED COSTS	476,827	602,390	635,515	635,517	635,517	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Adoptions Assistance program provides cash payments to parents who have adopted children out of the Child Welfare System, in order to provide for the special needs of the child they are adopting.

terminated. Children eligible for this program are special needs children who were previously dependent children of the court. These children often have other barriers such as mental, physical, emotional or medical disabilities.

## Major Budget Changes

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

The federal eligibility of a child is determined at the time of initial removal from the home of their parents or guardians. If at that time the family is determined to be ineligible for federal funding, that finding remains with the child through Foster Care, and later, Adoption Assistance. The ineligibility for federal funding indicates that children currently entering Adoption placements were removed from homes in which the parents were not absent, disabled or unemployed.

## Program Discussion & Summary Budget Request

The Requested Budget is \$4,262,000 to support the Adoptions Assistance program.

The Adoptions Assistance program provides financial assistance to adoptive parents in cases where children have been relinquished for adoption or parental rights have been

Eligibility and determination of grant amounts are established and administered by the California Department of Social

## Human Services - Welfare Aid for Adoption (5-209)

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*Tom Sherry, Director of Human Services*

Services, which then provides payment instructions to the County for payment to the adoptive parents.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended as requested.

The Director of Human Services concurs with the recommended budget.

# Human Services - Welfare General Relief (5-301)

Tom Sherry, Director of Human Services

EXECUTIVE SUMMARY						
DEPT HEAD: TOM SHERRY	UNIT: GENERAL RELIEF		FUND: WELFARE/SOCIAL SERVICES		0013 5-301	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	18,134	12,617	19,718	19,750	19,750	.2
OTHER CHARGES	27,152	23,233	80,632	80,600	80,600	.0
* GROSS BUDGET	45,286	35,850	100,350	100,350	100,350	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	45,286	35,850	100,350	100,350	100,350	.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	8,720	10,341	16,350	16,350	16,350	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	8,720	10,341	16,350	16,350	16,350	.0
* UNREIMBURSED COSTS	36,566	25,509	84,000	84,000	84,000	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

This budget provides funding for the General Relief Cash Assistance, Interim Assistance and Indigent Burial programs. The General Relief Cash Assistance program is for indigent persons who do not qualify for any other cash assistance program and who are temporarily unable to finance their own needs. The Interim Assistance program is a loan program for indigent persons while they are pending SSI/SSP. The Indigent Burial program is for the burial of individuals who had no burial coverage and whose families, if known, are financially unable to provide for the burial.

## Major Budget Changes

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

## Program Discussion & Summary Budget Request

The Requested Budget is \$100,350.

The Welfare and Institutions Code requires that each county provide relief and support for all incompetent, poor, indigent persons, and those incapacitated by age, disease, or accident, who are lawfully residents in the county, when they are not supported by their friends, relatives, or by their own means. In order to comply with this mandate Sutter County administers the General Relief, Interim Assistance, and Indigent Burial programs. These programs are financed by county funds except for funds received from County burial permits and reimbursement from Interim Assistance payments. All able-bodied persons receiving General Relief must participate in a job search and work project.

## Human Services - Welfare General Relief (5-301)

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*Tom Sherry, Director of Human Services*

As stated in the Sutter County Indigent Burial Policy approved by the Sutter County Board of Supervisors on August 16, 2005, the amount of money that is authorized to be paid for each individual service or product identified in the policy shall be adjusted every year beginning July 1, 2006 and on July 1 of each year thereafter. The amount will be adjusted to reflect the percentage change in the California Consumer Price Index, (CPI) All Urban Consumers, San Francisco-Oakland-San Jose subset published by the California Department of Industrial Relations, for the period beginning July 1 of the previous year and ending June 30 of the year in which the calculation is to be made. Based on the 7/1/08 – 6/30/09 CPI, the rate increase for FY 2010-11 is 0.2%.

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

This budget unit does not include any reserves or designations.

### **CAO Recommendation**

This budget is recommended as requested.

The Human Services Director concurs with the recommended budget.



# Law & Justice

## *Section E*

As the 55-year anniversary of the 1955 Christmas Eve flood of Sutter County approaches, a documentary produced by Sutter County recalls the sacrifices made by Undersheriff Earl Blackburn and Deputy John Talley of the Sutter County Sheriff's Department. They drowned trying to evacuate residents when a levee collapsed.

EXECUTIVE SUMMARY

DEPT HEAD: JAMIE MURRAY

UNIT: CHILD SUPP SERV REIMB/ADJUSTIME FUND: CHILD SUPP SERV REIMB/ADJUSTIME 0112 0-112

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	0	2,033,644	2,651,412	2,609,725	2,579,725	2.7-
SERVICES AND SUPPLIES	3,527	204,323	319,343	196,790	196,790	38.4-
OTHER CHARGES	2,783,570	53,313	75,977	246,016	243,925	221.1
* GROSS BUDGET	2,787,097	2,291,280	3,046,732	3,052,531	3,020,440	.9-
INTRAFUND TRANSFERS	0	386	0	0	0	.0
* NET BUDGET	2,787,097	2,291,666	3,046,732	3,052,531	3,020,440	.9-
APPROPRIATION FOR CONTINGENCY	0	0	30,155	214,440	214,440	611.1
INCREASE IN DESIGNATIONS	0	0	199,543	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	2,787,097	2,291,666	3,276,430	3,266,971	3,234,880	1.3-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	613	0	0	0	.0
GOVERNMENTAL REVENUES	2,817,251	2,380,984	3,041,732	3,041,731	3,041,731	.0
GENERAL REVENUES	0	7,416	5,000	10,800	10,800	116.0
CANCELLATION P/Y DESIGNATIONS	0	0	0	199,543	167,452	***
UNDESIGNATED FUND BALANCE 7/1	199,543	229,698	229,698	14,897	14,897	93.5-
TOTAL AVAILABLE FINANCING	3,016,794	2,618,711	3,276,430	3,266,971	3,234,880	1.3-
* UNREIMBURSED COSTS	229,697-	327,045-	0	0	0	.0
ALLOCATED POSITIONS	.00	33.00	33.00	33.00	33.00	.0

**Purpose**

The mission of the Sutter County Department of Child Support Services is to enhance the quality of life for children and families by providing child support establishment and enforcement services to ensure that both parents share the obligation to support their children. The department is responsible for establishing paternity and child support orders, enforcing the obligation of parents to provide child support and medical support to minor children, and recouping from non-custodial parents a portion of the TANF grants paid to families who are dependent on CAL-WORKS. Department mandates involve locating and determining the income and assets of non-

custodial parents, enforcing support obligations, and collections and disbursement of child support to families.

The department establishes paternity through court actions that follow DNA genetic testing of parents and children. The department has the authority to attach income; place liens on real and personal property; intercept federal and state tax refunds; report delinquencies to credit bureaus; and suspend or withhold business, professional and driver's licenses.

**Major Budget Changes**

**Salaries & Benefits**

- (\$57,979) Decrease in permanent salaries and benefits for one Child Support Specialist I/II to be held vacant and unfunded
- \$44,908 Increase in County Contribution Group Insurance due primarily to increased Health Insurance Premiums
- (\$22,000) Decrease in Other Pay related to accrued leave pay-outs in FY 2009-10
- (\$19,000) Decrease in Overtime – no overtime is anticipated for FY 2010-11
- (\$30,000) General reduction for salary savings

**Services & Supplies**

- (\$94,136) Decrease in Office Expenses to offset increase in Other Charges
- (\$10,000) Decrease in Professional Services based on needs of department
- (\$14,365) Decrease in Employment Training to offset increase in Other Charges

**Other Charges**

- \$13,025 Increase in Interfund Information Technology charges

- \$155,877 Increase in Interfund Overhead (A-87) costs

**Capital Assets**

- (\$8,547) There are no Capital Assets requested for FY 2010-11

**Program Discussion & Summary Budget Request**

The requested budget is \$3,266,971.

The Child Support Services budget is self balancing in that the funding source consists of relatively fixed Federal and State Allocations with no General Fund contribution. As shown in the Major Budget Changes above, when one expenditure increases significantly, it must be offset by decreasing other expenditures because there will be no increase in revenue.

Since there are no General Fund appropriations to this department, in FY 2009-10 this budget unit was moved to an operating budget in Special Revenue Fund #0-112 from the General Fund budget unit #2-108.

The budgeted local program costs are 100% reimbursed by Federal (66% share) and State (34% share) funding. The funding consists of three allocations, the Administrative funding (\$2,890,188), the EDP funding (\$72,093) and for the second year Early Intervention Revenue Stabilization Funding (\$79,450). The EDP funding is a yearly request and cannot be relied upon for approval each fiscal year.

The State has recognized the Child Support Program as a revenue producing program and has continued funding for the Revenue Stabilization. With the continuation of the Revenue Stabilization Allocation (RSA) Sutter County Department of Child Support Services will continue to target Early Intervention programs and monitor the progress of this program.

This funding allows us to maintain our current staffing levels. We are proposing to maintain the Child Support Specialist I/II we requested last year as an unfunded position at this time. We are also proposing to maintain the Chief Child Support Attorney position as an unfunded position. Currently we are budgeted for three bilingual positions. We currently have one Spanish bilingual position filled and one Punjabi bilingual position filled. We are in the process of filling the second Spanish bilingual position. This will allow us to better serve our clientele.

### Use of Reserves/Designations

The Child Support Services fund contains a Designation for Future Appropriations. Decreases in Prior Year Designations are recommended at \$167,452.

### CAO Recommendation

This budget is recommended at \$3,234,880.

A decrease of \$30,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$2,091 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department Budget.

Because this budget unit is self balancing, a decrease in the request for Cancellation of Prior Years Designations of \$32,091 has been recommended to balance to the recommended decreases in expenditures.

The Child Support Services Director concurs with the recommended budget.



**District Attorney  
Criminal Division (2-125)**

*Carl Adams, District Attorney*

EXECUTIVE SUMMARY						
DEPT HEAD: CARL V ADAMS	UNIT: DISTRICT ATTORNEY		FUND: PUBLIC SAFETY		0015 2-125	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	3,179,150	2,662,514	3,657,954	3,785,922	3,524,554	3.6-
SERVICES AND SUPPLIES	200,546	108,798	188,035	198,485	198,485	5.6
OTHER CHARGES	192,416	128,323	233,624	256,485	243,039	4.0
CAPITAL ASSETS	62,153	32,464	34,000	35,500	21,500	36.8-
* GROSS BUDGET	3,634,265	2,932,099	4,113,613	4,276,392	3,987,578	3.1-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	3,634,265	2,932,099	4,113,613	4,276,392	3,987,578	3.1-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	259,572	187,681	257,000	370,378	422,378	64.3
GOVERNMENTAL REVENUES	261,543	203,322	406,668	240,466	240,466	40.9-
OTHER FINANCING SOURCES	1,259	0	0	0	0	.0
TOTAL OTHER REVENUES	522,374	391,003	663,668	610,844	662,844	.1-
* UNREIMBURSED COSTS	3,111,891	2,541,096	3,449,945	3,665,548	3,324,734	3.6-
ALLOCATED POSITIONS	32.00	32.50	32.50	32.50	32.50	.0

**Purpose**

This budget unit funds the entire District Attorney’s operation; with the exception of one grant-funded attorney and one Senior Criminal Investigator in the Anti-Drug Abuse Program (see budget unit #2-302, Anti-Drug Abuse enforcement). The District Attorney is responsible for both adult and juvenile criminal prosecution. The District Attorney’s Office provides a number of collateral activities involving assistance to law enforcement, investigative assistance to the Grand Jury, and on rare occasions, the County Administrative Office. This budget also funds administration of the District Attorney’s Office.

**Major Budget Changes**

**Salaries & Benefits**

- (\$248,559) Decrease for partial defunding of one vacant Deputy District Attorney I position and for expected vacancies during the year
- \$46,191 Increase in Extra Help to backfill for expected vacancies
- (\$59,000) General reduction for salary savings

Capital Assets

- \$21,500 Replacement of one aging vehicle

Revenues

- \$89,478 Increase in Interfund Investigation revenue from the Welfare Administration budget unit (5-101)
- \$52,000 Increase in Interfund Transfer In-Special Revenue Fund
- (\$166,202) Decrease in State grant revenues

Program Discussion & Summary Budget Request

This budget is requested at \$4,276,392.

This budget funds the entire District Attorney’s operation, with the exception of one grant-funded attorney and one Senior Criminal Investigator in the Anti-Drug Abuse Program. The District Attorney is responsible for both adult and juvenile criminal prosecution as well as the Victim Witness Program. This budget also funds administration of the District Attorney’s Office.

Approximately 7 of the 32.5 Full Time Equivalent positions (FTEs) of the District Attorney’s Office are reimbursed by State programs. This includes statutory rape prosecution, Welfare Fraud Investigation and the Victim-Witness Assistance Program. Mandated activities involving child abduction are also reimbursed by the State.

The Victim-Witness Assistance Program provides support services to victims and witnesses of crimes. The program provides victims with information and referrals to other service agencies; provides victims and witnesses with court support services – including courtroom escorts, information on case status and disposition, and general orientation to the criminal justice system; and assists victims with claims for assistance from the California Restitution Fund.

District Attorneys are mandated to provide Child Abduction Program services under the provisions of California Family Code §3130. The program is responsible for ensuring the enforcement of local court orders for child custody throughout the nation, as well as some foreign countries. The Uniform Child Custody Jurisdiction and Enforcement Act requires staff to locate and return children who are unlawfully detained in this County to courts of other jurisdictions.

The Welfare Fraud Prosecution Program investigates and prosecutes criminal welfare fraud, including cases from the Temporary Assistance to Needy Families and Food Stamp programs, as well as vendor fraud cases. The program is funded with Federal and State welfare administration funds received by the Human Services Department for administering Federal and State welfare programs at the local level.

The Statutory Rape Prosecution Program provides funding assistance to enhance the District Attorney’s efforts to prosecute criminal cases against adults who have sexual contact of all types (voluntary or not) with minors. Overall, our conviction rates have increased and we are achieving substantial program results.

Sutter County Gang Task Force

There has been a significant increase in gang activity in the last few years. Gang-related cases have increased from almost none in 2001 to an explosion of such cases during the last three years. Gang cases are always difficult and time-consuming to prosecute because victims and witnesses are often gang members themselves and refuse or are reluctant to cooperate with law enforcement.

The Sutter County Gang Task Force was formed late in 2008 and because of the cooperative and focused approach we have had better investigation, stronger prosecution and enhanced sentencing of gang members.

Due to the State's fiscal crisis, all State grants and state-funded programs such as the Child Abduction Unit are potentially at risk of being cut or eliminated. At this time, it is not known if any of the District Attorney's programs will be cut. However, since funding for seven staff members is received from State/Federal funds, any significant cuts could have a devastating impact on the District Attorney's Office budget.

**Use of Reserves/Designations**

This budget does not include any Reserves or Designations.

**CAO Recommendation**

This budget is recommended at \$3,987,578.

An additional decrease of \$202,368 from the Department's request for salaries and benefits is recommended primarily to reflect salary savings from defunding a Deputy District Attorney I position for approximately five months and for expected vacancies during the year. This recommendation includes an

increase of \$46,191 in Extra Help in recognition of the need to backfill certain positions for expected vacancies.

A decrease of \$59,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$13,446 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

Capital Assets are recommended at \$21,500, which is a \$14,000 decrease from the Department's request. The Department indicated a lower cost vehicle will meet their needs.

A total increase of \$52,000 is recommended in Interfund Transfer In-Special Revenue Fund revenue, reflecting transfers from both the Local Anti-Drug Programs Fund (#0264) and the Asset Forfeiture Trust Fund (#0293). These transfers are recommended to offset costs, including purchase of a replacement patrol vehicle that would have otherwise not been possible.

The District Attorney concurs with the recommended budget.

**District Attorney  
Anti-Drug Abuse (2-302)**

*Carl Adams, District Attorney*

**EXECUTIVE SUMMARY**

DEPT HEAD: CARL V ADAMS		UNIT: ANTI-DRUG ABUSE ENFORCEMENT		FUND: PUBLIC SAFETY		0015 2-302
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	288,723	282,338	352,950	570,073	560,073	58.7
SERVICES AND SUPPLIES	43	900	900	900	900	.0
OTHER CHARGES	2,862	2,211	2,517	3,344	3,132	24.4
* GROSS BUDGET	291,628	285,449	356,367	574,317	564,105	58.3
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	291,628	285,449	356,367	574,317	564,105	58.3
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	137,563	0	123,451	401,746	401,746	225.4
TOTAL OTHER REVENUES	137,563	0	123,451	401,746	401,746	225.4
* UNREIMBURSED COSTS	154,065	285,449	232,916	172,571	162,359	30.3-
ALLOCATED POSITIONS	3.00	3.00	3.00	5.00	5.00	66.7

**Purpose**

Since January 1988, the Board of Supervisors has accepted grant funds from the State of California to be used to impact and curtail the use, manufacture and sale of illegal drugs and narcotics in Sutter County.

- (\$10,000) General reduction for salary savings

**Revenue**

- \$278,295 Overall increase due to both ADA grant allocation increase and new ADA Recovery Act grant revenue

**Major Budget Changes**

**Salaries & Benefits**

- \$201,312 Increase for two new grant-funded Limited Term positions, one Deputy Probation Officer III and one Senior Criminal Investigator, approved in FY 2009-10 for implementation in FY 2010-11

**Program Discussion & Summary Budget Request**

This budget is requested at \$574,317.

The Anti-Drug Abuse (ADA) budget consists of one staff member from each of the three Departments involved: a Deputy District Attorney, a Deputy Sheriff, and a Deputy Probation Officer. With the addition of the ADA Enforcement Recovery Act program,

grant money will be used to support one new Limited Term Senior Criminal Investigator and one new Limited Term Deputy Probation Officer III in this program. The additional staff provided by the grant augments Sutter County's efforts to arrest and aggressively prosecute individuals who participate in the manufacture, use, or sale of illegal drugs.

Although funding through the initial OCJP program has now terminated, the California Emergency Management Agency, as the new grant administrative agency, continues to make available grant funds to each County to continue local anti-drug efforts.

Grant awards have fluctuated as follows:

- The FY 2000-01 grant was \$183,515
- The FY 2001-02 grant was \$190,489
- The FY 2002-03 grant was \$185,896
- The FY 2003-04 grant was \$213,378
- The FY 2004-05 grant was \$216,786
- The FY 2005-06 grant was \$198,946
- The FY 2006-07 grant was \$123,451
- The FY 2007-08 grant was \$142,791
- The FY 2008-09 grant was \$137,563
- The FY 2009-10 grant was \$123,451

The FY 2010-11 grant amount is projected at \$185,802. The amount varies from year to year based on the total funds available from the Federal government and the relative crime statistics of the individual counties. The District Attorney's Office administers the grant.

An additional \$308,863 in ADA Enforcement Recovery Act program money is also available. These funds must be expended before March 1, 2012. \$215,944 is budgeted to be drawn-down and expended during FY 2010-11. The Chief Probation Officer, District Attorney and Sheriff all concur with the current distribution of funds.

Due to the State's fiscal crisis, all state grant funds are potentially in peril. At this time, it is not known if the ADA grant will be affected but there is room for optimism since the funding is largely from Federal funds.

## **Use of Reserves/Designations**

This budget does not include any Reserves or Designations.

## **CAO Recommendation**

This budget is recommended at \$564,105.

A decrease of \$10,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$212 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The District Attorney concurs with the recommended budget.



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

Money appropriated in this budget is used for office supplies, clerical support, Grand Juror training, travel expenses and other costs incurred by the Grand Jury members.

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

This budget unit does not include any reserves or designations.

### **CAO Recommendation**

This budget is recommended at \$30,778.

Interfund Information Technology charges have been reduced by \$93 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

# Probation Juvenile Hall Unit (2-309)

Christine D. Odom, Chief Probation Officer

EXECUTIVE SUMMARY							
DEPT HEAD: CHRISTINE D ODOM	UNIT: BI-COUNTY JUVENILE HALL		FUND: PUBLIC SAFETY			0015 2-309	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
EXPENDITURES							
OTHER CHARGES	1,624,645	1,339,054	1,897,341	1,897,341	1,897,341	.0	
* GROSS BUDGET	1,624,645	1,339,054	1,897,341	1,897,341	1,897,341	.0	
INTRAFUND TRANSFERS	0	0	0	0	0	.0	
* NET BUDGET	1,624,645	1,339,054	1,897,341	1,897,341	1,897,341	.0	
OTHER REVENUES							
USER PAY REVENUES	16,595	10,470	11,000	9,000	9,000	18.2-	
GOVERNMENTAL REVENUES	0	0	0	0	0	.0	
TOTAL OTHER REVENUES	16,595	10,470	11,000	9,000	9,000	18.2-	
* UNREIMBURSED COSTS	1,608,050	1,328,584	1,886,341	1,888,341	1,888,341	.1	
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0	

## Purpose

The Juvenile Hall and Maxine Singer Youth Guidance Center are bi-county institutions, owned equally by Yuba and Sutter Counties. Pursuant to a Joint Powers Agreement (JPA), the facilities are administered by Yuba County. All Juvenile Hall and Camp staff are employed by Yuba County. Juvenile Hall's main purpose is the detention of youth pending Court proceedings, although some commitments are made to the facility. The Camp provides a multi-faceted long term commitment program.

## Major Budget Changes

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

## Program Discussion & Summary Budget Request

The requested budget is \$1,897,341, which is the same amount budgeted in FY 2009-10.

The line-item figures in the budget unit traditionally reflect Sutter County's share of the total operational costs of this bi-county facility. Cost sharing by the counties is calculated by a formula based on 50% of certain agreed-upon "base costs," plus a pro-rata share of certain variable costs, which are determined monthly by the proportional number of minors detained from each respective county.

The FY 2010-11 recommended budget for the Bi-County Juvenile Hall was discussed and agreed upon between Sutter and Yuba counties. Sutter County's recommended budget is essentially based upon pro rata estimates from historical data and is recommended at the same funding level as the



## Probation Juvenile Hall Unit (2-309)

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*Christine D. Odom, Chief Probation Officer*

FY 2009-10 budget. It should be noted that the JPA provides that "no County shall pay less than 25% of these variable costs."

There is continued discussion about modifying the JPA to more inclusively reflect A-87 overhead costs. This action could result in increased costs to Sutter County that are not currently reflected in the recommended budget. However, any change to the current JPA would require approval of the Board of Supervisors of Both Sutter and Yuba counties.

The capacity for the Bi-County facilities consists of 60 beds within the Camp, 45 beds for temporary detention in the Juvenile Hall building and a 15-bed Security Housing Unit. The total of 120 beds allows the two counties to provide comprehensive programs for minors locally. This department's extensive use of "Camp Singer" as a local commitment program affords families the opportunity to work on their issues together as opposed to sending minors out of the area to group homes.

Placer, Calaveras and Tuolumne counties contract to utilize the Maxine Singer Youth Guidance Center. Revenue of approximately \$3,500 per month/per minor is generated by their use of the Camp; however, economic conditions have reduced their use of Camp Singer. While bed-space rental revenue is useful in reducing County costs, Yuba and Sutter Counties are very cautious about opening up beds to populations whose presence may be disruptive to our program and potentially detrimental to Yuba-Sutter youth. However, Yuba County has indicated they will focus on increasing bed space rental revenue to help offset costs.

The average daily population ratio for the period of July 2009 – February 2010 places Sutter County's average share at 65%, compared to the 56% estimated for FY 2009-10. Several factors are believed to contribute

to this disparity, including a larger number of youth on probation in Sutter County and a significant number of youth being tried in Adult Court who are being held for extended periods awaiting Court proceedings. Yuba County's quarter century of prevention work in the schools is also having a positive long term impact on their system.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended as requested.

The Chief Probation Officer concurs with the recommended budget.

# Probation Delinquency Prevention Commission (2-303)

Christine D. Odom, Chief Probation Officer

## EXECUTIVE SUMMARY

DEPT HEAD: CHRISTINE D ODOM

UNIT: DELINQUENCY PREVENT COMMISSION FUND: PUBLIC SAFETY

0015 2-303

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	925	163	1,000	990	990	1.0-
OTHER CHARGES	2	5	0	10	10	***
* GROSS BUDGET	927	168	1,000	1,000	1,000	.0
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	927	168	1,000	1,000	1,000	.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	1,000	1,000	1,000	1,000	1,000	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	1,000	1,000	1,000	1,000	1,000	.0
* UNREIMBURSED COSTS	73-	832-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The Juvenile Justice and Delinquency Prevention Commission (JJDC) provides oversight of juvenile justice programs and delinquency prevention activities as determined by the Commission. Activities include inspection of the Bi-County Juvenile Hall and Maxine Singer Youth Guidance Center, and sponsorship of the annual Gang Awareness Night. Along with the Yuba City Rotary, JJDC members sponsor the Rodger Kunde Youth Service Award, an ongoing recognition program for individuals in Sutter County who have made contributions benefiting youth in our community.

## Program Discussion & Summary Budget Request

The Commission membership is composed of no fewer than seven and no more than 15

adults and students. The Presiding Juvenile Court Judge appoints members of the Commission.

This budget remains at a constant level each year. Funds are used to support the annual Gang Awareness Night and to compensate student commissioners for travel costs. Refreshments are acquired for the Gang Awareness Night and to thank commissioners for their voluntary participation in commission activities.

This program is funded by \$1,000 in Realignment funds which are transferred to this budget from the Local Health and Welfare Trust, Social Services Fund #0248.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

**Probation  
Delinquency Prevention Commission (2-303)**

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*Christine D. Odom, Chief Probation Officer*

**CAO Recommendation**

This budget is recommended as requested.

The Chief Probation Officer concurs with the recommended budget.

**Probation Department (2-304) *Christine D. Odom, Chief Probation Officer***

**EXECUTIVE SUMMARY**

DEPT HEAD: CHRISTINE D ODOM      UNIT: PROBATION      FUND: TRIAL COURT      0014 2-304

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	3,764,654	3,244,847	4,260,890	4,431,427	4,262,199	.0
SERVICES AND SUPPLIES	258,348	87,303	192,011	211,610	182,240	5.1-
OTHER CHARGES	212,063	122,540	243,515	356,290	342,183	40.5
CAPITAL ASSETS	31,344	0	0	19,000	0	.0
* GROSS BUDGET	4,266,409	3,454,690	4,696,416	5,018,327	4,786,622	1.9
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	4,266,409	3,454,690	4,696,416	5,018,327	4,786,622	1.9
<b>OTHER REVENUES</b>						
USER PAY REVENUES	848,187	290,270	910,794	775,199	775,199	14.9-
GOVERNMENTAL REVENUES	528,307	525,985	573,670	591,530	591,530	3.1
TOTAL OTHER REVENUES	1,376,494	816,255	1,484,464	1,366,729	1,366,729	7.9-
* UNREIMBURSED COSTS	2,889,915	2,638,435	3,211,952	3,651,598	3,419,893	6.5
ALLOCATED POSITIONS	43.00	43.00	43.00	43.00	43.00	.0

**Purpose**

“Within an environment of integrity and professionalism, the Sutter County Probation Department provides for the welfare and safety of the community through prevention, intervention, and enforcement efforts; thereby emphasizing accountability and self-sufficiency.”

The Probation Department serves both juveniles and adults. The Department serves as an arm of the Court preparing court investigations, including contact with victims; handling juvenile delinquency matters and supervising juvenile and adult offenders. The Department also operates a wide variety of prevention and early intervention services for juveniles.

The Chief Probation Officer of Sutter County is appointed by the Presiding Judge of the

Superior Court, with the approval of all Sutter County Judges and with the consensus of the Board of Supervisors and Juvenile Justice Commission. Welfare & Institutions Code §270, et seq. and Penal Code §1203, et seq. delineate the responsibilities of the Department related to juveniles and adults falling under their purview.

**Major Budget Changes**

**Salaries & Benefits**

- \$28,554 Increase in Other Pay primarily due to accrued leave buyouts pending two retirements
- (\$17,500) Decrease in appropriation for Overtime
- (\$57,000) General reduction for salary savings

- (\$52,703) Decrease from Department's request related to under-filling a Deputy Probation Officer III position with a Deputy Probation Officer I

- \$92,425 Increase in Federal Grant revenue primarily from Federal Justice Assistance Grant program for Adult Services (JAG-Probation)

**Other Charges**

- \$79,562 Increase in Interfund Miscellaneous Transfer for new costs related to one time Federal Justice Assistance Grant (JAG) program with Mental Health. Grant revenues will reimburse these expenses.

**Revenues**

- (\$92,688) Decrease in Interfund Wraparound Transfer from Human Services; now reflected in the Mental Health Budget
- \$37,835 Increase in Interfund Miscellaneous Transfer from Mental Health for Federal Justice Assistance Grant Offender Treatment Program (JAG-OTP)
- (\$38,960) Decrease due to the elimination of Prop 36/Substance Abuse & Crime Prevention Act in State Budget
- (\$77,935) Decrease in anticipated revenue from State Vehicle License Fee for Juvenile Probation and Camp Funds
- (\$42,262) Decrease in anticipated revenue from State Vehicle License Fee for Juvenile Justice Crime Prevention Act

**Program Discussion & Summary Budget Request**

The requested budget is \$5,018,327.

Probation has two primary divisions: the Adult Unit and the Juvenile Unit.

**Adult Unit**

The Adult Unit carries out the following activities: Criminal Court investigations, basic supervision and enforcement of Court Orders for probationers; and intensive supervision and support of drug offenders through specialized funding for Drug Court. Officers providing services via an Anti-Drug Abuse Grant in coordination with NET-5 are allocated within a budget overseen by the District Attorney. Officers are actively involved with the Yuba-Sutter Anti-Gang Enforcement Team (YSAGE); and more recently, the Sutter-Yuba County Gang Task Force. In addition to 1,082 court investigations performed in 2008, the department supervises, on average, 896 largely felony probationers.

In regards to adult funding, State funds partially support a Drug Court program. Federal funds have supported anti-drug efforts with a probation officer allocated to the District Attorney's budget since 1988. More recently, federal stimulus funds have resulted in an increase in anti-drug abuse funds, allowing for additional support to NET-5 by probation. However, NET-5 is in danger of losing \$15,000 in grant revenue due to changes in the Cal-MET State grant. These funds were previously used to help pay overtime expenses.

Although the State has in the past resisted funding adult probation, increased probation services remains a less expensive and more effective solution to prison commitments for non-violent offenders, especially when current costs to house a prison inmate are estimated at \$47,000 per year. SB 678 will effectively provide financial incentives to counties who are able to reduce probation revocation rates with increased local services via evidenced based practices. It is clear that the majority of probation failures are as a result of substance abuse and that addiction impacts all systems within the County. In response to this concern, this department has implemented a new assessment tool, and in coordination with the Mental Health Drug and Alcohol division, will intensify drug treatment services with the use of one time federal Justice Assistance Grant stimulus funds. These funds will however be exhausted by June 2011, with the expectation that SB 678 funds will be received effective FY 2011-12 from cost savings realized by the California Department of Corrections and Rehabilitation, as a result of fewer prison commitments. Funds will be received by the Chief Probation Officer to develop and expand community corrections programs, with guidance from a local "Community Corrections Partnership."

It should be noted that without an influx of State funds, resources for the adult population will remain minimal at best and little change will be realized to our commitment rate. Any new State funds will need to assist with all costs related to increased local incarceration, supervision and treatment. The Sheriff's "Second Chance" program is one example of collaborative efforts that can be carried out locally to provide more tailored support for probationers in an effort to reduce the likelihood of recidivism. Funding to expand programs and to provide additional substance abuse, educational and employment services is

of absolute necessity to impact current practices.

The Department has completed the assessment of adult sex offenders with the State adopted Static-99 sex offender assessment tool as required by Penal Code §290.04. To date, no offenders have been rated at high risk. Should any high risk offenders be placed on probation, electronics monitoring will be made part of the supervision plan.

### **Juvenile Unit**

The responsibilities of the Juvenile Unit include Juvenile Intake/Court investigations, truancy intervention of largely non-probationers for Yuba City Unified School District (YCUSD), basic supervision, enforcement of court and informal probation orders for juvenile probationers, and the provision of prevention and intervention services. Specialized caseloads within the Juvenile Unit include Out-of-Home Placement, Aftercare Supervision for Camp Singer Wards, and caseload carrying School Resource Officers for Feather River Academy, Yuba City High School and River Valley High School. In 2009, the Department provided intake services for 770 juvenile referrals, including violations of probation, and supervised an average of 151 minors per month.

Early intervention services are provided at first contact through intake services. In addition, prevention and early intervention services are provided through School Resource Officers and support services are provided by Probation Officers with Functional Family Therapy (FFT), Aggression Replacement Training (ART), Seeking Safety, and Cognitive Behavioral Therapy (CBT) for Adolescents with Substance Abuse Disorders. School Resource Officers provide largely prevention and early intervention services at Gray Avenue

Middle School and Bridge/Park Elementary schools. It is firmly believed that the answer to reducing juvenile crime is prevention and intervention at the earliest possible age, in coordination with families to provide education and support regarding risk factors and to build and emphasize protective factors.

Comprehensive services have been supported via a complex combination of State, Federal and local funding, including Juvenile Justice Crime Prevention Act (JJCPA), Juvenile Probation and Camp Funds (JPCF), Title IV-E, Youthful Offender Block Grant (YOBG) and YCUSD revenues.

Through coordinated local efforts and with the use of these resources, Sutter County can clearly show evidence of reduced out of home placements, from 25 to 3, and 50% fewer minors on probation from twelve years ago. However, Juvenile Hall commitments have been on the rise, gang involvement remains an issue and increasing numbers of youth are being tried as adults for serious crimes. Of note as well, is an increase in commitments to the State Department of Juvenile Justice for juvenile sex offenders who have failed placement. All of these factors will continue to impact local resources, including significant costs for Juvenile Hall and Camp Singer. In reality, this picture would be even worse if the Department had not built a solid foundation of juvenile services.

The broad level of services the Department has steadily built is at significant risk, due to decreasing revenues. JJCPA and JPCF funds are contingent upon Vehicle License Fee (VLF) revenues, which results in revenues falling far short of the anticipated allocations. The FY 2010-11 budget reflects a decrease in revenues that are based on VLF. This revenue source fluctuates quarterly and has little relationship to the allocation that was previously tied to the State General Fund.

Worse yet is the need for legislation to prevent the sunset of VLF law enforcement revenues altogether as of June 2011. On a positive note, the YOBG allocation is determined by population and felony filings and is not attached to the VLF, making it a fairly stable source to offset costs in JJCPA programs. Finally, YCUSD funding for two officers serving River Valley High School and truancy services is in jeopardy, and will likely remain so for the near future.

### **General Departmental Needs**

Sutter County Probation remains proud of our reputation for progressive and proactive efforts to meet the needs of the community and the citizens we serve. As a result dramatic and significant improvements have occurred within our systems. Unfortunately, these efforts are clearly at risk given current economic conditions. At best this department desires to hold onto the solid and broad-based foundation of juvenile services we have established over twelve years and to slowly add services to the adult arena where very few existed in the past. Failure in either of these areas will ultimately result in increased costs to the County and to a decrease in well-being for youth, adults and families.

Administratively, the Department faces significant challenges due to the prospect of retirements in key positions. The Department has dealt with ever changing and increasingly complex systems for quite some time, making it very difficult to carry out transition planning. Stabilization and establishment of a solid administrative foundation remains a fleeting goal. The Department's inability to achieve the reclassification of the Administrative Services Officer, as well the absence of the Senior Probation Officer classification as the advanced journey class for line officers, remain significant issues that cannot be addressed in this fiscal climate.

Goals for the upcoming year include implementation of evidenced based practices for adults and efforts to decrease probation revocations, the expansion of focused case planning efforts in the juvenile area, and the retention of all current services. It is also imperative that the Department continue to work with the County to determine a base level of Department staffing, regardless of the level of outside funding available. In an effort to reduce costs, the Department has cut its Overtime budget by 50%, in addition to making over \$140,000 of other budget reductions.

This budget unit also receives \$71,000 in Realignment funds, which are transferred from the Local Health and Welfare Trust, Social Services Fund #0248.

As the Department celebrates its 100<sup>th</sup> year, we will continue to strive for excellence, even during difficult times. However, due to a lack of stability in other funding sources and generally decreased State revenues, support from the County may be more important than ever.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$4,786,622.

A decrease of \$57,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

An additional decrease of \$52,703 in salaries and benefits is recommended primarily to reflect salary savings from under-filling a

Deputy Probation Officer III position with a Deputy Probation Officer I.

Professional and Specialized Services has been reduced by \$14,750, which reflects a reduction in both client drug testing and GPS monitoring estimates. Further recommended reductions to Services & Supplies, totaling an additional \$14,620, are based on historic expenditures.

Capital Assets is recommended at \$0, reflecting elimination of a request for a Gang Task Force vehicle at \$19,000. This request will be reevaluated for FY 2011-12 based upon the needs of the Department and available financing.

Interfund Information Technology charges have been reduced by \$14,107 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Chief Probation Officer concurs with the recommended budget.



EXECUTIVE SUMMARY						
DEPT HEAD: MARK VAN DEN HEUVEL	UNIT: PUBLIC DEFENDER		FUND: TRIAL COURT		0014 2-106	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
EXPENDITURES						
SALARIES AND EMPLOYEE BENEFITS	122,346	104,573	127,401	134,021	132,021	3.6
SERVICES AND SUPPLIES	553,672	451,977	567,400	567,400	567,400	.0
OTHER CHARGES	6,925	6,014	9,829	19,614	18,231	85.5
* GROSS BUDGET	682,943	562,564	704,630	721,035	717,652	1.8
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	682,943	562,564	704,630	721,035	717,652	1.8
OTHER REVENUES						
USER PAY REVENUES	10,143	5,460	11,400	7,200	7,200	36.8-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	10,143	5,460	11,400	7,200	7,200	36.8-
* UNREIMBURSED COSTS	672,800	557,104	693,230	713,835	710,452	2.5
ALLOCATED POSITIONS	1.00	1.00	1.00	1.00	1.00	.0

## Purpose

The Public Defender’s Office, when appointed by the Court, represents Defendants charged with crimes committed in Sutter County who cannot afford their own attorney. Representation may be for felonies, misdemeanors, and juvenile crimes. In addition, the Public Defender’s Office is appointed to represent parents in Juvenile Dependency actions involving the Welfare Department, individuals being requested for appointment of conservatorships through the County Counsel’s Office, along with Writ of Habeas Corpus filings and Reise filings for those individuals detained at the Sutter-Yuba Mental Health facility or our local private facilities. On civil matters, the Public Defender’s Office is appointed on Contempt matters involving the Family Support Division, when private attorneys file complaints for contempt against an indigent

person, and when parental rights are being requested to be terminated in adoption matters.

## Major Budget Changes

### Salaries & Benefits

- \$4,379 Increase in Other Pay due to buy out of Administrative Leave that was not previously budgeted
- (\$2,000) General reduction for salary savings

### Revenues

- \$3,800 Increase in Public Defender Fees due to court ordered payment by defendants for representation by Public Defender’s Office

- (\$8,000) Decrease in Other Revenue due to reduced need for client representation that was paid for by private psychiatric facilities

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

The Requested Budget is \$721,035.

This budget funds the Sutter County Public Defender's Office, which staffs the Sutter County Public Defender, three Felony attorneys who handle the criminal Felony appointment cases and Violation of Probation cases, two Misdemeanor attorneys who handle the Misdemeanor appointment cases, two attorneys who handle Juvenile crimes including both delinquency appointment cases and dependency appointment cases, and one attorney that handles the Conservatorship hearings, Writ of Habeas Corpus proceedings, and Reise hearings. The Public Defender's Office also represents individuals charged in homicide cases, Petition for Involuntary Treatment under Penal Code § 2970, sexually violent predator cases, termination of parental rights, family law and child support contempt actions, and individuals seeking relief from firearms prohibition under Welfare and Institutions Code § 8103.

In addition, the Public Defender's Office has contracted with one investigator who handles the investigative work for all cases assigned to the office for the Felony, Misdemeanor, and Juvenile attorneys.

The Public Defender's Office has no major budget changes regarding Services and Supplies and is requesting the budgeted amounts for FY 2009-10 be adopted for FY 2010-11.

During the first 9 months of FY 2009-10, \$3,574 was collected as revenue by the Courts for the services of the Public Defender's Office for reimbursement for representation of individuals charged with Misdemeanor and Felony crimes. In some cases, the Superior Court is ordering the defendant to pay a nominal fee for reimbursement to the County of Sutter for the services of the Public Defender's Office as a condition of probation. It is difficult to predict how much revenue will be received during FY 2010-11; however, based upon FY 2009-10, it is anticipated that \$4,700 will be received as revenues from indigent defendants for their representation from the Sutter County Public Defender's Office.

The Sutter County Public Defender's Office has been able to collect for services rendered to those who have been involuntarily held at private psychiatric centers. Our anticipated revenues from these private facilities for FY 2009-10 fell considerably short as a result of the recession, including the closing of Sequoia Psychiatric Center in June of 2009, as fewer Writs and Reise Hearings were being sought by patients of North Valley Behavioral Health. Based upon the first nine months of FY 2009-10, it is anticipated the department should receive revenues for reimbursement totaling \$2,500 for FY 2010-11.

## **Use of Reserves/ Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended at \$717,652.

A decrease of \$2,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff

anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$1,383 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Public Defender concurs with the recommended budget.

EXECUTIVE SUMMARY

DEPT HEAD: J. PAUL PARKER      UNIT: SHERIFF INMATE WELFARE      FUND: SHERIFF INMATE WELFARE      0184 0-184

	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	66,813	67,742	84,425	90,772	87,772	4.0
SERVICES AND SUPPLIES	201,186	145,131	185,260	168,600	168,600	9.0-
OTHER CHARGES	2,053	971	1,946	50	50	97.4-
* GROSS BUDGET	270,052	213,844	271,631	259,422	256,422	5.6-
* NET BUDGET	270,052	213,844	271,631	259,422	256,422	5.6-
APPROPRIATION FOR CONTINGENCY	0	0	40,745	165,527	168,527	313.6
INCREASE IN DESIGNATIONS	0	0	100,204	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	270,052	213,844	412,580	424,949	424,949	3.0
<b>OTHER REVENUES</b>						
USER PAY REVENUES	346,467	231,824	280,600	284,500	284,500	1.4
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	3,078	1,646	4,100	1,800	1,800	56.1-
CANCELLATION P/Y DESIGNATIONS	0	0	0	100,204	100,204	***
UNDESIGNATED FUND BALANCE 7/1	48,386	127,880	127,880	38,445	38,445	69.9-
TOTAL AVAILABLE FINANCING	397,931	361,350	412,580	424,949	424,949	3.0
* UNREIMBURSED COSTS	127,879-	147,506-	0	0	0	.0
ALLOCATED POSITIONS	.00	1.00	1.00	1.00	1.00	.0

**Purpose**

The operation of the Sheriff Inmate Welfare Fund (SIWF) is mandated by California Penal Code §4025(e) and Title 15 of the California Code of Regulations. The law provides:

“The money and property deposited in the inmate welfare fund shall be expended by the sheriff primarily for the benefit, education, and welfare of the inmates confined within the jail. Any funds that are not needed for the welfare of the inmates may be expended for the maintenance of county jail facilities. Maintenance of county jail facilities may include the salary and

benefits of personnel used in the programs to benefit the inmates, including, but not limited to, education, drug and alcohol treatment, welfare, library, accounting, and other programs deemed appropriate by the sheriff. Inmate welfare funds shall not be used to pay required county expenses of confining inmates in a local detention system, such as meals, clothing, housing, or medical services or expenses, except that inmate welfare funds may be used to augment those required county expenses as determined by the sheriff to be in the best interests of inmates. An itemized report of these expenditures shall be submitted annually to the board of supervisors.”

This fund is financed through the revenue generated from inmate use of public telephones and inmate purchases from the jail commissary.

## **Major Budget Changes**

### **Salaries & Benefits**

- (\$3,000) General reduction for salary savings

### **Services & Supplies**

- (\$16,660) General Services & Supplies adjustments

### **Revenues**

- (\$6,100) Decrease in projected commissary sales revenue
- \$10,000 Increase in projected telephone call revenue

## **Program Discussion and Summary Budget Request**

The requested budget is \$424,949.

After cutting costs and strengthening the telephone revenue stream, this Special Revenue Fund has stabilized over the past year. As opposed to running a budget deficit and eroding the fund balance, a modest surplus has been realized, which should continue throughout FY 2010-11. Barring unforeseen changes, the fund is expected to be sustainable in the near term.

The costs of two services jails are legally required to furnish are being shifted from the Sheriff's Inmate Welfare fund to the Jail budget: Law library materials, \$8,500, and inmate personal hygiene kits, \$4,000.

## **Use of Reserves/Designations**

This fund contains a Designation for Future Appropriations.

The budget includes a Cancellation of Prior Year Designations totaling \$100,204.

## **CAO Recommendation**

This budget is recommended at \$424,949.

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

An increase of \$3,000 to Appropriation for Contingency is recommended to balance the fund due to the above-referenced salaries and benefits savings.

The Sheriff-Coroner concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: J. PAUL PARKER	UNIT: SHERIFF-COMMUNICATIONS		FUND: PUBLIC SAFETY		0015 1-600	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	1,761,093	1,327,530	2,110,831	2,131,011	1,969,571	6.7-
SERVICES AND SUPPLIES	186,965	130,632	182,456	191,342	191,342	4.9
OTHER CHARGES	663,223	520,694	896,785	994,525	924,495	3.1
CAPITAL ASSETS	227,410	42,736	0	97,015	97,015	***
* GROSS BUDGET	2,838,691	2,021,592	3,190,072	3,413,893	3,182,423	.2-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	2,838,691	2,021,592	3,190,072	3,413,893	3,182,423	.2-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	122,285	88,278	149,977	181,086	190,086	26.7
GOVERNMENTAL REVENUES	257	2,292-	7,200	7,200	7,200	.0
OTHER FINANCING SOURCES	2,540	0	0	0	0	.0
TOTAL OTHER REVENUES	125,082	85,986	157,177	188,286	197,286	25.5
* UNREIMBURSED COSTS	2,713,609	1,935,606	3,032,895	3,225,607	2,985,137	1.6-
ALLOCATED POSITIONS	25.00	25.00	25.00	24.00	24.00	4.0-

## Purpose

This budget unit finances the 911 emergency dispatch center for the County, internal communications systems, the computer system and programs, records, and civil process service for the Sheriff's Department.

## Services & Supplies

- \$15,900 Increase in contracted Maintenance of Equipment due primarily to costs for radio repeater maintenance

## Major Budget Changes

### Salaries & Benefits

- (\$131,440) Decrease due to department reorganization approved in May of 2010
- (\$30,000) General reduction for salary savings

### Other Charges

- \$28,166 General increase in Interfund Information Technology charges

## Capital Assets

- \$25,000 Purchase of voice logger system to replace current malfunctioning system
- \$15,500 Purchase of voice mail system to replace current malfunctioning system
- \$10,000 Purchase of digital radio tower to progress toward Federal communications interoperability standard
- \$37,515 Purchase of interoperable communications equipment to progress toward Federal communications interoperability standard
- \$9,000 Purchase of video answering system to enhance safety and communications between Communications staff and visitors

## Revenues

- \$47,515 Increase in Interfund Transfer In - COPS to fund Capital Asset purchases

## Program Discussion and Summary Budget Request

This budget is requested at \$3,413,893.

The Sheriff's Department has been using Federal and State grants to upgrade mobile and portable radios from analog to digital technology, and will continue to do so in the near term to minimize the fiscal impact on the County General Fund.

Historically, emergency first responders have not had effective communication between jurisdictions during critical incidents. During the 1997 flood numerous local, state and federal law enforcement, fire and EMS personnel from different jurisdictions came to the assistance of Sutter and Yuba Counties. Because of an inability to effectively communicate with each other, evacuation, rescue and other operations were hampered, putting first responders' and citizens' lives at risk. Sutter Operational Area, using Public Safety Interoperability Communications (PSIC) grant money designed and built a radio interoperability system and placed it on top of the Sutter Buttes. This was phase I of a two-phase project to provide an effective and efficient multi-jurisdictional radio interoperability system. In the current budget, \$37,515 of Citizens Option for Public Safety (COPS) grant funds is included to match a continuation of the PSIC grant to complete phase II of the project, which will provide even greater radio interoperability for the Sutter Operational Area. This system, with a flip of a switch in the dispatch center, or entry of a code on the key pad of a portable radio in the field, will turn on the system enabling local, state and federal law enforcement, fire or EMS personnel, from any jurisdiction to have instant real-time communication between jurisdictions.

In May 2010, the Sheriff's Department was reorganized for the purposes of improving operations, increasing street-level sworn personnel and generating cost savings. This reorganization impacted the Sheriff-Coroner (2-201), Jail (2-301) and Communications (1-600) budget units within the Sheriff's Department. Communications budget unit personnel changes included deletion of one Division Commander position, deletion of one Criminal Records Technician position and addition of one Communications

Manager position. Allocated positions decreased from 25 to 24 for this budget unit. There were no related demotions or loss of jobs.

In from the Criminal Justice Facilities fund (0-262), budgeted in the Purchasing budget unit (1-205).

The Sheriff-Coroner concurs with the recommended budget.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended at \$3,182,423.

A decrease of \$131,440 from the Department's request for salaries and benefits is recommended to reflect a full year of salary savings from the Department reorganization approved in May 2010. The cost of the reorganization was not known at the time of the request and therefore not included in the Department's requested budget.

A decrease of \$30,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$70,030 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

An additional increase of \$9,000 from the Department's request is recommended for Interfund Transfer In-Special Revenue from the Sheriff's Civil Fees Fund (0-210), to fund the purchase of recommended Capital Assets.

The purchase of the voice logger system will be funded by a \$25,000 Interfund Transfer-



EXECUTIVE SUMMARY						
DEPT HEAD: J. PAUL PARKER	UNIT: SHERIFF'S COURT BAILIFFS		FUND: TRIAL COURT		0014 2-103	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	517,956	411,198	556,021	549,494	535,494	3.7-
SERVICES AND SUPPLIES	5,987	7,681	15,300	9,400	9,400	38.6-
OTHER CHARGES	1,355	785	759	731	731	3.7-
* GROSS BUDGET	525,298	419,664	572,080	559,625	545,625	4.6-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	525,298	419,664	572,080	559,625	545,625	4.6-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	512,749	254,494	572,080	559,625	545,625	4.6-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	512,749	254,494	572,080	559,625	545,625	4.6-
* UNREIMBURSED COSTS	12,549	165,170	0	0	0	.0
ALLOCATED POSITIONS	6.00	6.00	6.00	6.00	6.00	.0

### Purpose

The Sheriff's Court Bailiffs budget provides bailiffs for the Sutter County Superior Court under a contract. The bailiffs are responsible for court security and decorum, and for the care and custody of inmates present in the court. Bailiffs also provide for the care and security of the jury.

### Major Budget Changes

#### Salaries & Benefits

- (\$14,000) General reduction for salary savings

### Services & Supplies

- (\$5,000) Decrease in Employment Training as costs are not covered by the Superior Court

### Revenues

- (\$26,455) Decrease in reimbursement revenue from the Superior Court

### Program Discussion and Summary Budget Request

This budget is requested at \$559,625.

The Sheriff's Court Bailiffs unit provides security services for courtrooms in the Sutter

County Superior Court. Costs for FY 2010-11 are essentially stable.

Ever since the State took over local-court financing, the courts have successfully resisted participating in various bailiff-related costs, such as court holding security. As a result, this unit has shrunk in size over time, and some costs have been absorbed into the Jail budget unit.

The State's fiscal crisis has resulted in the courts being shut down one day per month. Court Bailiffs are currently being assigned to the County Jail on furlough days.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended at \$545,625.

A decrease of \$14,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide. Court Reimbursement revenue has also been reduced by a like amount.

The Sheriff-Coroner concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: J. PAUL PARKER	UNIT: SHERIFF-CORONER	FUND: PUBLIC SAFETY			0015 2-201	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	4,679,806	4,045,171	5,307,883	5,603,197	5,373,184	1.2
SERVICES AND SUPPLIES	648,116	384,805	546,771	441,767	441,767	19.2-
OTHER CHARGES	527,991	349,665	603,148	596,947	596,947	1.0-
CAPITAL ASSETS	281,967	46,703	11,026	559,357	314,365	2,751.1
* GROSS BUDGET	6,137,880	4,826,344	6,468,828	7,201,268	6,726,263	4.0
INTRAFUND TRANSFERS	130,674-	121,687-	219,121-	184,057-	184,057-	16.0-
* NET BUDGET	6,007,206	4,704,657	6,249,707	7,017,211	6,542,206	4.7
<b>OTHER REVENUES</b>						
USER PAY REVENUES	660,480	354,695	712,519	639,049	653,049	8.3-
GOVERNMENTAL REVENUES	93,450	23,416	48,200	36,400	36,400	24.5-
GENERAL REVENUES	420	42	0	0	0	.0
OTHER FINANCING SOURCES	10,822	161	0	0	0	.0
TOTAL OTHER REVENUES	765,172	378,314	760,719	675,449	689,449	9.4-
* UNREIMBURSED COSTS	5,242,034	4,326,343	5,488,988	6,341,762	5,852,757	6.6
ALLOCATED POSITIONS	50.50	50.50	50.50	51.50	51.50	2.0

**Purpose**

This budget unit finances the administration, patrol division, detective division, evidence and property control, coroner's and public administrator's functions of the Sheriff's Department.

- (\$122,000)General reduction for salary savings

**Capital Assets**

- \$255,000 Purchase of five replacement patrol vehicles
- \$27,565 Purchase of five digital video cameras for the replacement patrol vehicles
- \$31,800 Purchase of five computers and modems for the replacement patrol vehicles

**Major Budget Changes**

**Salaries & Benefits**

- \$141,269 Increase due to department reorganization approved in May of 2010
- (\$249,282)Decrease to hold three Deputy Sheriff positions vacant and unfunded

**Revenues**

- (\$100,000)Decrease in Interfund Measure M expense related

to the processing of the Measure M development application

## Program Discussion and Summary Budget Request

This budget is requested at \$7,017,211.

The Sheriff's Department utilizes 44 Deputy Sheriffs to patrol approximately 604 square miles of unincorporated Sutter County and a portion of Yuba City's incorporated area. The Sheriff's Office is also the County Coroner and is responsible for determining the circumstances, manner, and cause of all deaths reportable to the Coroner. Field death investigations, postmortem examinations, and related forensic tests are used to establish a medical cause of death. Autopsies are provided to the Coroner through a contract with Forensic Medical Group out of Fairfield, and morgue services are provided via contract by the three local mortuaries.

In May 2010, the Sheriff's Department was reorganized for the purposes of improving operations, increasing street-level sworn personnel and generating cost savings. This reorganization impacted the Sheriff-Coroner (2-201), Jail (2-301) and Communications (1-600) budget units within the Sheriff's Department. Sheriff-Coroner budget unit personnel changes included deletion of one Division Commander position, deletion of one Sheriff's Sergeant Detective position, addition of two Patrol Lieutenant positions and addition of one Deputy Sheriff position. Allocated positions increased from 50.5 to 51.5 for this budget unit. There were no related demotions or loss of jobs.

In 2008, the Board of Supervisors authorized and funded the creation of the Sutter County Gang Task Force (GTF) to

help fight increasing gang-related crime. Two new Deputy Sheriff positions and other Probation Department and District Attorney Department personnel were added to the GTF at that time. In the months preceding the GTF, there had been significant gang violence, weapon possession and drug activity, including three homicides and numerous shootings.

The Operations Division is nearly fully staffed, enabling a significant reduction in the use of overtime. However, both the GTF and NET 5 have been very productive this year, resulting in increased usage of overtime. Despite this increase, there is a significant reduction of overtime utilization compared to prior years.

The Shooting Range project is progressing as planned and it appears the shoot-house will be completed by the end of FY 2009-10. However, this comprises only one half of the project. The main range will need to be finished before the project is completed. This project is budgeted in the Plant Acquisition budget unit (1-801). The shoot-house is a significant tactical weapons training tool that many agencies will likely want to utilize. Leasing the shoot-house should generate revenue to help recover the cost of the Shooting Range project.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$6,542,206.

An additional decrease of \$108,013 from the Department's request for salaries and benefits is recommended to reflect the net effect of an increase of \$141,269 due to the

Department reorganization and a decrease of \$249,282 due to defunding three vacant Deputy Sheriff positions. The cost of the reorganization was not known at the time of the request and therefore not included in the Department's requested budget.

A decrease of \$122,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Capital Assets is recommended at \$314,365, a reduction of \$244,992 from the Department's request. Four of the requested nine replacement patrol vehicles and related equipment are not recommended at this time. This request will be reevaluated for FY 2011-12 based upon the needs of the department and available financing.

An additional increase of \$14,000 from the Department's request is recommended in Interfund Transfer In-Special Revenue from the Sheriff Assessment Fees Fund (0-225), to fund the purchase of recommended Capital Assets.

The Sheriff-Coroner concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: J. PAUL PARKER	UNIT: NET 5 SHERIFF		FUND: PUBLIC SAFETY		0015 2-202	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
OTHER CHARGES	34,231	30,434	35,650	35,678	35,678	.1
* GROSS BUDGET	34,231	30,434	35,650	35,678	35,678	.1
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	34,231	30,434	35,650	35,678	35,678	.1
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	0	0	0	0	0	.0
* UNREIMBURSED COSTS	34,231	30,434	35,650	35,678	35,678	.1
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

Narcotic Enforcement Team (NET 5) is a task force composed of the Yuba City Police Department, the Sheriff Departments of Yuba and Sutter Counties, and the California Department of Justice. The State pays for rent, telephones, cleaning service, alarm system, and undercover funds. Each of the three local agencies pays 33% of other costs. This budget unit finances Sutter County's share of NET-5 costs. These costs comprise two items: the salary and benefits of a clerk provided by the City of Marysville and the operation budget of the NET-5 unit.

The name Net 5 refers to when the Marysville Police Department fully participated in this task force. In FY 2010-11, they will contribute one officer whose salary and benefits will be covered by a grant from Yuba County. As in the past three years, Marysville PD will abstain from sharing in other operating costs. Their 25 percent local share is split among the remaining three partners. Two detective positions working in gang enforcement are under the direction of the Net 5 commander.

## Major Budget Changes

There are no major budget changes.

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## Program Discussion and Summary Budget Request

This budget is requested at \$35,678.

## CAO Recommendation

This budget is recommended as requested.

The Sheriff-Coroner concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: J. PAUL PARKER	UNIT: SHERIFF BOAT PATROL		FUND: PUBLIC SAFETY		0015 2-205	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	202,059	167,934	260,658	268,353	261,353	.3
SERVICES AND SUPPLIES	36,627	10,365	23,278	17,618	17,618	24.3-
OTHER CHARGES	29,171	20,335	46,407	49,571	49,571	6.8
CAPITAL ASSETS	65,351	0	0	0	0	.0
* GROSS BUDGET	333,208	198,634	330,343	335,542	328,542	.5-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	333,208	198,634	330,343	335,542	328,542	.5-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	0	0	0	0	0	.0
GOVERNMENTAL REVENUES	238,333	203,725	214,800	214,800	214,800	.0
GENERAL REVENUES	28,514	21,876	29,530	29,530	29,530	.0
TOTAL OTHER REVENUES	266,847	225,601	244,330	244,330	244,330	.0
* UNREIMBURSED COSTS	66,361	26,967-	86,013	91,212	84,212	2.1-
ALLOCATED POSITIONS	2.50	2.50	2.50	2.50	2.50	.0

**Purpose**

The Sheriff's Department Boat Patrol - Search and Rescue Unit is responsible for patrolling approximately 187 miles of waterways in or bordering Sutter County. Expenditures are largely reimbursed by the State Department of Boating and Waterways. These reimbursements are derived from boat registration fees. The County contributes collected boat taxes, and pays for expenditures not subject to State reimbursement.

**Major Budget Changes**

**Salaries & Benefits**

- (\$7,000) General reduction for salary savings

**Program Discussion and Summary Budget Request**

The Requested Budget is \$335,542.

There is a strong possibility that the State's allocation to Sutter County will remain frozen at \$214,800. Thus, expenditure increases beyond the Department of Boating

& Waterways allocation and collected boat taxes would become a County burden.

During the last four years, the department has shifted manpower to match seasonal highs and lows. During the winter months, when river traffic is sparse, one Boat Patrol officer is reassigned to the road. Conversely, in the summer, when the rivers are teeming with boaters and students are on vacation, one school resources deputy takes on Boat Patrol duties. The number of boaters is trending flat; there is neither a significant increase nor decrease as measured by our annual boat counts.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended at \$328,542.

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

The Sheriff-Coroner concurs with the recommended budget.



EXECUTIVE SUMMARY						
DEPT HEAD: J. PAUL PARKER	UNIT: SHERIFF LIVE OAK CONTRACT		FUND: PUBLIC SAFETY		0015 2-208	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	889,377	753,074	1,000,782	1,009,579	987,579	1.3-
SERVICES AND SUPPLIES	17,129	13,845	21,700	17,692	17,692	18.5-
OTHER CHARGES	93,231	59,876	127,741	127,891	124,025	2.9-
* GROSS BUDGET	999,737	826,795	1,150,223	1,155,162	1,129,296	1.8-
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	999,737	826,795	1,150,223	1,155,162	1,129,296	1.8-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	32	28	0	0	0	.0
GOVERNMENTAL REVENUES	930,510	605,366	958,950	953,803	933,111	2.7-
TOTAL OTHER REVENUES	930,542	605,394	958,950	953,803	933,111	2.7-
* UNREIMBURSED COSTS	69,195	221,401	191,273	201,359	196,185	2.6
ALLOCATED POSITIONS	9.00	9.00	9.00	9.00	9.00	.0

### Purpose

This budget finances the law enforcement services the Sheriff's Department provides under contract to the City of Live Oak and to an unincorporated fringe area of Live Oak.

### Major Budget Changes

#### Salaries & Benefits

- (\$22,000) General reduction for salary savings

#### Revenues

- (\$25,839) Decrease in Live Oak Police Contract revenue

### Program Discussion and Summary Budget Request

This budget is requested at \$1,155,162.

Most costs for patrolling the area in and around the City of Live Oak are shared 80% by the City and 20% by the County. The salary and benefits of a lieutenant position, all dog handling-related items, and new patrol cars are costs covered in full by the City. The Sheriff provides some law-enforcement services to the City of Live Oak at no charge for which the City would have to pay if it were to have its own police department, or if it had a typical city-county contract for sheriff services. Among these services are: dispatch, detectives (for major felonies), records, narcotics, and special enforcement detail (SWAT).

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$1,129,296.

A decrease of \$22,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$3,866 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

A decrease of \$20,692 from the Department's request for Live Oak Police Contract revenue is recommended to account for Live Oak Police Department's share of savings from expected salary savings and reduced Interfund Information Technology charges.

The Sheriff-Coroner concurs with the recommended budget.

EXECUTIVE SUMMARY							
DEPT HEAD: J. PAUL PARKER	UNIT: COUNTY JAIL		FUND: PUBLIC SAFETY			0015 2-301	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
<b>EXPENDITURES</b>							
SALARIES AND EMPLOYEE BENEFITS	4,328,122	3,602,295	4,680,448	4,898,079	4,476,460	4.4-	
SERVICES AND SUPPLIES	915,181	640,531	1,054,626	950,376	950,376	9.9-	
OTHER CHARGES	1,969,829	332,821	2,065,963	2,117,594	2,107,584	2.0	
CAPITAL ASSETS	32,349	0	0	0	0	.0	
* GROSS BUDGET	7,245,481	4,575,647	7,801,037	7,966,049	7,534,420	3.4-	
INTRAFUND TRANSFERS	0	0	0	0	0	.0	
* NET BUDGET	7,245,481	4,575,647	7,801,037	7,966,049	7,534,420	3.4-	
<b>OTHER REVENUES</b>							
USER PAY REVENUES	243,899	140,171	208,860	190,900	190,900	8.6-	
GOVERNMENTAL REVENUES	63,291	86,423	34,370	51,370	51,370	49.5	
GENERAL REVENUES	30	126	0	0	0	.0	
TOTAL OTHER REVENUES	307,220	226,720	243,230	242,270	242,270	.4-	
* UNREIMBURSED COSTS	6,938,261	4,348,927	7,557,807	7,723,779	7,292,150	3.5-	
ALLOCATED POSITIONS	53.00	53.00	53.00	52.00	52.00	1.9-	

## Purpose

The Sheriff's Jail Division operates the Main Jail and the adjacent Minimum Security Facility. The Division is divided into two programs: (1) jail security and support; and (2) transportation. The Jail Division provides a secure, sanitary, and habitable setting for those in custody who are either accused or sentenced. The jail staff also transports prisoners to courts and other facilities.

## Major Budget Changes

### Salaries & Benefits

- (\$86,929) Decrease due to Department reorganization approved in May of 2010
- (\$228,690) Decrease to hold one Correctional Sergeant position (1 FTE) and two Correctional Officer positions (2 FTEs) vacant and unfunded
- (\$106,000) General reduction for salary savings

**Services & Supplies**

- (\$104,250) Reduced food and household expenses primarily due to smaller jail population, serving cold breakfasts and changes in clothing policy

**Program Discussion and Summary Budget Request**

This budget is requested at \$7,966,049.

The Governor's FY 2010-11 budget proposal includes plans to reduce the state prison population by: (a) making certain crimes punishable by jail instead of prison incarceration; (b) releasing some prisoners early; and, (c) limiting the types of cases subject to parole revocation. It is likely that some of these newly released state prisoners will reoffend and augment the jail population. There is, however, no hard data available to gauge what impact this State policy change will have on our food and household expense budgets.

In January 2010, State law increased by one-sixth the good time/work time credit given jail inmates serving sentences for certain misdemeanor offenses. This has resulted in a slight jail population reduction. An unintended consequence is that fewer inmates can apply for work release, so we have increased the allowable program participation from sixty to ninety days.

**Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

**CAO Recommendation**

This budget is recommended at \$7,534,420.

An additional decrease of \$315,619 from the Department's request for salaries and benefits is recommended to reflect the net effect of decreases of \$86,929 due to the Department reorganization and a decrease of \$228,690 due to defunding one Correctional Sergeant position and two Correctional Officer positions. The cost of the reorganization was not known at the time of the request and therefore not included in the Department's requested budget.

A decrease of \$106,000 in salaries and benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$10,010 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Sheriff-Coroner concurs with the recommended budget.

**County Administrative Office *Stephanie J. Larsen, County Administrator***  
**Trial Court Funding (2-109)**

EXECUTIVE SUMMARY							
DEPT HEAD: STEPHANIE J LARSEN	UNIT: TRIAL COURT FUNDING		FUND: TRIAL COURT			0014 2-109	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10	
EXPENDITURES							
OTHER CHARGES	921,795	832,542	762,063	887,063	887,063	16.4	
* GROSS BUDGET	921,795	832,542	762,063	887,063	887,063	16.4	
INTRAFUND TRANSFERS	0	0	0	0	0	.0	
* NET BUDGET	921,795	832,542	762,063	887,063	887,063	16.4	
OTHER REVENUES							
USER PAY REVENUES	136,574	81,814	142,000	114,500	114,500	19.4-	
GOVERNMENTAL REVENUES	915,739	536,893	935,000	746,020	746,020	20.2-	
TOTAL OTHER REVENUES	1,052,313	618,707	1,077,000	860,520	860,520	20.1-	
* UNREIMBURSED COSTS	130,518-	213,835	314,937-	26,543	26,543	108.4-	
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0	

**Purpose**

The Trial Court Funding budget unit accounts for mandated Maintenance of Effort and Court Facilities Payments to the State, and the receipt of court-generated revenues to partially offset these costs.

**Major Budget Changes**

**Other Charges**

- \$125,000 New Court Shared Cost payments

**Revenues**

- (\$27,500) Decrease in fee-based User Pay Revenues based on experience
- (\$188,980) Decrease in fine-based Governmental Revenues based on experience

**Program Discussion & Summary Budget Request**

The Requested Budget is \$887,063.

Thirteen years ago, the State Legislature passed landmark legislation titled the Lockyer-Isenberg Trial Court Funding Act of 1997, which shifted primary funding responsibility for the local Trial Courts from the counties to the State. Prior to that time, the Superior and Municipal Courts were considered county departments, Court employees were county employees, and the counties constructed and maintained all court facilities.

The transition that began in 1997 was completed in 2009. The former Municipal Courts have been consolidated into one Superior Court in each county, and its employees are now local court employees. The final step in the process was to resolve the lingering issue concerning which entity

## County Administrative Office *Stephanie J. Larsen, County Administrator* Trial Court Funding (2-109)

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should have responsibility for the provision of court facilities. This issue was addressed with the passage of the Court Facilities Act of 2002, which provided for a transition of responsibility for trial court facilities from the counties to the State. Sutter County negotiated with the State to transfer responsibility for funding the two courthouses. The agreement was approved by the Board of Supervisors in December 2008. The County is now obligated to make an annual maintenance-of-effort payment to the State (called the “Court Facilities Payment”) equivalent to its recent historical expenditures for maintenance of the courthouses. The Court Facilities Payment has been fixed at \$117,887 annually. In return, the County has been permanently relieved of its responsibility to maintain, renovate, and replace the two transferred court facilities. However, County departments still partially occupy the Court buildings and therefore must pay for their share of utility and maintenance costs. For FY 2010-11, a budget of \$125,000 is recommended for these shared costs.

Financial records, dating back to the 1997 transition of court facilities from the County to the State, show FY 2010-11 as the first year an unreimbursed cost has been budgeted for this budget unit during that period. This is primarily attributed to decreasing fee and fine revenue during the past three fiscal years.

### **New Courthouse**

The State has long recognized the need to update and expand Sutter County’s court facilities to meet modern security and operational standards, and current court caseloads. Sutter County is currently 12<sup>th</sup> on a statewide priority list for construction of new court facilities, and the State has begun

planning efforts to acquire land for the new Sutter County Courthouse.

It is anticipated the new Courthouse will be located on Civic Center Boulevard in Yuba City, just north of the current County Jail facility. The Board of Supervisors acquired the land in the 1970s specifically for the future construction of a new courthouse. Both the County and the City of Yuba City have supported the use of the Civic Center Boulevard site for the future courthouse location. It is anticipated the State will continue to work with the County during FY 2010-11 to both acquire the land and design a new courthouse that integrates with the County’s current Public Safety facilities. In exchange, the County will be requesting the return of the two courthouse facilities on Second Street in Yuba City for County uses once the new courthouse is constructed and Superior Court vacates its old facilities.

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

This budget unit does not include any reserves or designations.

### **CAO Recommendation**

The budget is recommended as requested.

EXECUTIVE SUMMARY						
DEPT HEAD: STEPHANIE J LARSEN	UNIT: SUPERIOR COURT		FUND: TRIAL COURT		0014 2-112	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	360,033	450,920	431,500	491,900	491,900	14.0
OTHER CHARGES	806	1,372	0	1,500	1,500	***
* GROSS BUDGET	360,839	452,292	431,500	493,400	493,400	14.3
INTRAFUND TRANSFERS	0	0	0	0	0	.0
* NET BUDGET	360,839	452,292	431,500	493,400	493,400	14.3
<b>OTHER REVENUES</b>						
USER PAY REVENUES	127,463	76,198	133,400	106,520	106,520	20.1-
GOVERNMENTAL REVENUES	7,539	4,118	8,000	6,000	6,000	25.0-
GENERAL REVENUES	0	640-	0	0	0	.0
TOTAL OTHER REVENUES	135,002	79,676	141,400	112,520	112,520	20.4-
* UNREIMBURSED COSTS	225,837	372,616	290,100	380,880	380,880	31.3
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

**Purpose**

This budget unit contains certain court-related operational costs, such as jury witness fees and expenses related to indigent defense, that are not statutorily considered the responsibility of the State of California. The budget is prepared by the County Administrative Office.

**Revenue**

- (\$26,880) Decrease in User Pay Revenues based on recent historical experience

**Major Budget Changes**

**Services & Supplies**

- \$63,900 Increase in indigent defense-related Conflict Attorney expenses based on recent historical experience

**Program Discussion & Summary Budget Request/ CAO Budget Recommendation**

The recommended budget is \$493,400, which is an increase of \$61,900 (14.3%) over the FY 2009-10 adopted budget. This increase is attributed to an increase in defense costs related to a rise in complex gang-related cases.



# Public Works

## *Section F*

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



# Public Works

Douglas Gault, Public Works Director

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

### EXECUTIVE SUMMARY

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

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

## Purpose

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

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

## Major Budget Changes

### Supplies & Services

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

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

### Other Charges

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

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

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*Douglas Gault, Public Works Director*

## General Revenues

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

## Program Discussion & Summary Budget Request

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

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

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

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

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

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

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

## Use of Reserves/Designations

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

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

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

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

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

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

**Purpose**

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

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

**Major Budget Changes**

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

**Use of Reserves/Designations**

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

**Program Discussion & Summary Budget Request**

The Requested Budget is \$650.

**CAO Recommendation**

This budget is recommended as requested.

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

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

## EXECUTIVE SUMMARY

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

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

## Purpose

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

The Public Works Department prepares and manages this budget unit.

## Major Budget Changes

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

## Program Discussion & Summary Budget Request

The Requested Budget is \$450.

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

## Use of Reserves/Designations

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

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY

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

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

**Purpose**

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

The Public Works Department prepares and manages this budget unit.

**Major Budget Changes**

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

**Program Discussion & Summary Budget Request**

The Requested Budget is \$450.

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

**Use of Reserves/Designations**

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

**CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works Building Maintenance (1-700)

Douglas Gault, Public Works Director

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

## Purpose

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

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

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

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

## Major Budget Changes

### Salaries & Benefits

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

# Public Works Building Maintenance (1-700)

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*Douglas Gault, Public Works Director*

Purchasing budget unit (1-205)

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

## Services & Supplies

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

## Other Charges

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

## Capital Assets

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

## Intrafund Transfers

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

## Revenues

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

## Program Discussion & Summary Budget Request

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

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

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



## Public Works Building Maintenance (1-700)

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*Douglas Gault, Public Works Director*

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

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

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

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

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

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

flexibility in vehicle utilization, and thereby increasing efficiency.

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

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

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

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

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

## Public Works Building Maintenance (1-700)

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*Douglas Gault, Public Works Director*

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

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

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

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

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

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

**Purpose**

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

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

**Program Discussion & Summary Budget Request**

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

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

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

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

# Public Works

## Plant Acquisition (1-801)

*Douglas Gault, Public Works Director*

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

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

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

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

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

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

*Douglas Gault, Public Works Director*

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

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

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

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

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

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

### **CAO Recommendation**

This budget is recommended as requested.

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

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

## Purpose

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

## Major Budget Changes

### Salaries and Benefits

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

Division to the Public Works division in FY 2009-10

**Services & Supplies**

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

**Other Charges**

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

**Capital Assets**

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

**Intrafund Transfers**

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

**Revenues**

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

**Program Discussion & Summary Budget Request**

The Requested Budget is \$887,550.

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



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

**Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

**CAO Recommendation**

This budget is recommended at \$771,864.

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

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

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

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

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

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

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

The Public Works Director concurs with the recommended budget.

# Public Works

Douglas Gault, Public Works Director

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

### EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

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

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

## Purpose

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

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

## Major Budget Changes

### Services & Supplies

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

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

## Program Discussion & Summary Budget Request

The Requested Budget is \$26,987.

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

## Public Works

*Douglas Gault, Public Works Director*

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

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

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

### Use of Reserves/Designations

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

### CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works

*Douglas Gault, Public Works Director*

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

### EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

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

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

## Purpose

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

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

## Major Budget Changes

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

## Program Discussion & Summary Budget Request

The Requested Budget is \$8,214.

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

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

## Public Works

*Douglas Gault, Public Works Director*

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

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

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

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

#### **CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

## EXECUTIVE SUMMARY

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

## Purpose

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

## Program Discussion & Summary Budget Request

The Requested Budget is \$319,029.

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

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

**Use of Reserves/Designations**

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

**CAO Recommendation**

This budget is recommended as requested.

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

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

*Douglas Gault, Public Works Director*

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

**Purpose**

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

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

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



# Public Works Fleet Management (4-580)

*Douglas Gault, Public Works Director*

local agencies or municipalities upon request.

## Major Budget Changes

### Salaries & Benefits

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

### Services & Supplies

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

### Other Charges

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

### Capital Assets

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

### Revenue

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

## Program Discussion & Summary Budget Request

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

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

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

## Public Works Fleet Management (4-580)

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*Douglas Gault, Public Works Director*

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

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

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

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

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

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

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

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

### Use of Reserves/Designations

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

### CAO Recommendation

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

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

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

## Public Works Fleet Management (4-580)

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*Douglas Gault, Public Works Director*

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

The Public Works Director concurs with the recommended budget.

# Public Works Purchasing (1-205)

Douglas Gault, Public Works Director

## EXECUTIVE SUMMARY

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

## Purpose

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

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

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

## Major Budget Changes

### Salaries & Benefits

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

**Services & Supplies**

processing and delivery on behalf of the Courts

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

**Other Charges**

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

**Revenues**

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

**Program Discussion & Summary Budget Request**

The Requested Budget is \$307,116.

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

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

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

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

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

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

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

## **Use of Reserves/Designations**

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

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

## **CAO Recommendation**

This budget is recommended at \$305,020.

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

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

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

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

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

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

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*Douglas Gault, Public Works Director*

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

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

**Purpose**

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

**Revenues**

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

**Major Budget Changes**

**Services & Supplies**

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

**Program Discussion & Summary Budget Request**

The Requested Budget is \$319,956.

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



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

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

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

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

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

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

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

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

Douglas Gault, Public Works Director

## EXECUTIVE SUMMARY

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

## Purpose

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

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

Public Works provides administrative services to this budget unit.

## Major Budget Changes

### Services and Supplies

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

## Program Discussion & Summary Budget Request

The Requested Budget is \$21,610.

# Public Works

## Fish & Game Propagation (2-703)

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*Douglas Gault, Public Works Director*

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

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

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

## Use of Reserves/Designations

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

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works County Airport (3-200)

*Douglas Gault, Public Works Director*

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

## Purpose

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

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

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

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

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

**Major Budget Changes**

correcting entry made in FY 2009-10

**Services & Supplies**

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

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

**Other Financing Sources**

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

**Other Charges**

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

**Revenues**

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

**Program Discussion & Summary Budget Request**

The requested budget is \$921,124.

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

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

## Public Works County Airport (3-200)

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*Douglas Gault, Public Works Director*

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

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

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

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

**Purpose**

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

**Major Budget Changes**

**Services & Supplies**

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

**Other Charges**

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

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

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*Douglas Gault, Public Works Director*

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

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

### Program Discussion & Summary Budget Request

The Requested Budget is \$275,391.

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

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

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

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

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budgets.



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

*Douglas Gault, Public Works Director*

E X E C U T I V E   S U M M A R Y

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

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

**Purpose**

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

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

**Major Budget Changes**

**Intrafund Transfers**

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

**Program Discussion & Summary Budget Request**

The Requested Budget is \$116,314.

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

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

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*Douglas Gault, Public Works Director*

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

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

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

## Use of Reserves/Designations

This budget unit does not include any reserves or designations.

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

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

**Purpose**

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

**Major Budget Changes**

**Salaries & Benefits**

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

# Public Works Road Department (3-100)

*Douglas Gault, Public Works Director*

## Services & Supplies

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

## Other Charges

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

## Capital Assets

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

## Revenues

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

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

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

## Program Discussion & Summary Budget Request

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

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

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

## Public Works Road Department (3-100)

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*Douglas Gault, Public Works Director*

11, based on the operational needs of the department.

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

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

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

vehicle will allow for greater flexibility within the Road division.

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

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

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

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

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

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

## **Use of Reserves/Designations**

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

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

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

# Public Works Road Department (3-100)

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*Douglas Gault, Public Works Director*

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

## CAO Recommendation

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

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

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

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

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

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

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

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

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

EXECUTIVE SUMMARY

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

**Purpose**

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

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

**Major Budget Changes**

**Expenses**

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

**Revenues**

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



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

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

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

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

**EXECUTIVE SUMMARY**

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

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

**Purpose**

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

**Major Budget Changes**

**Other Charges**

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

**Revenues**

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

**Program Discussion & Summary Budget Request**

This budget is requested at \$183,721.

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

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

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

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*Douglas Gault, Public Works Director*

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

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

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

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

## Use of Reserves/Designations

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

## CAO Recommendation

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

# Public Works Water Zone 2 (0-324)

*Douglas Gault, Public Works Director*

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

## Purpose

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

## Program Discussion & Summary Budget Request

The Requested Budget is \$572.

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

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

## Use of Reserves/Designations

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

## CAO Recommendation

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

## Public Works

*Douglas Gault, Public Works Director*

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

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### Purpose

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

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

### Major Budget Changes:

#### Services & Supplies

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

### Other Charges

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

### Revenues

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

## Program Discussion & Summary Budget Request

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

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

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

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

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

## Use of Reserves/Designations

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

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

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

## Public Works

*Douglas Gault, Public Works Director*

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

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

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

## CAO Recommendation

The budgets are recommended as requested.

The Public Works Director concurs with the recommended budgets.

**Public Works**

*Douglas Gault, Public Works Director*

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

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



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

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EXECUTIVE SUMMARY

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

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

**Public Works**

*Douglas Gault, Public Works Director*

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

EXECUTIVE SUMMARY

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

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

**Public Works**

*Douglas Gault, Public Works Director*

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

EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT      UNIT: COUNTY WATER ZONE #7      FUND: COUNTY WATER ZONE #7      0329 0-329

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

**Public Works**

*Douglas Gault, Public Works Director*

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

E X E C U T I V E   S U M M A R Y

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

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

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

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E X E C U T I V E   S U M M A R Y

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

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

**Public Works**

*Douglas Gault, Public Works Director*

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

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

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

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E X E C U T I V E   S U M M A R Y

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

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

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

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EXECUTIVE SUMMARY

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

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



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

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EXECUTIVE SUMMARY

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

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

# Public Works Rio Ramaza District (0-395)

*Douglas Gault, Public Works Director*

## EXECUTIVE SUMMARY

DEPT HEAD: DOUGLAS R. GAULT

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

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

## Purpose

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

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

## Major Budget Changes

### Other Charges

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

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

### Revenues

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

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

The Requested Budget is \$19,060.

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

## **Use of Reserves/Designations**

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

## **CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

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

**Purpose**

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

**Major Budget Changes**

**Salaries & Benefits**

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

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

**Services & Supplies**

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

# Public Works Water Resources (1-922)

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*Douglas Gault, Public Works Director*

## Other Charges

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

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

## Revenues

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

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

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

## Use of Reserves /Designations

This budget unit does not include any reserves or designations.

## Program Discussion & Summary Budget Request

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

## CAO Recommendation

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

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

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

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

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

The Public Works Director concurs with the recommended budget.

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

*Douglas Gault, Public Works Director*

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

**Purpose**

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

**Revenues**

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

**Major Budget Changes**

**Services and Supplies**

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

**Program Discussion & Summary Budget Request**

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

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

## Public Works Flood Control (1-923)

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*Douglas Gault, Public Works Director*

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

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

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

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

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

### Use of Reserves/Designations

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

### CAO Recommendation

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

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

The Public Works Director concurs with the recommended budget.



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

*Douglas Gault, Public Works Director*

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

**Purpose**

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

**Program Discussion & Summary Budget Request**

The Requested Budget is \$475.

This budget unit appropriates funds for reimbursements to consultants for special

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

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

**Use of Reserves/Designations**

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

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

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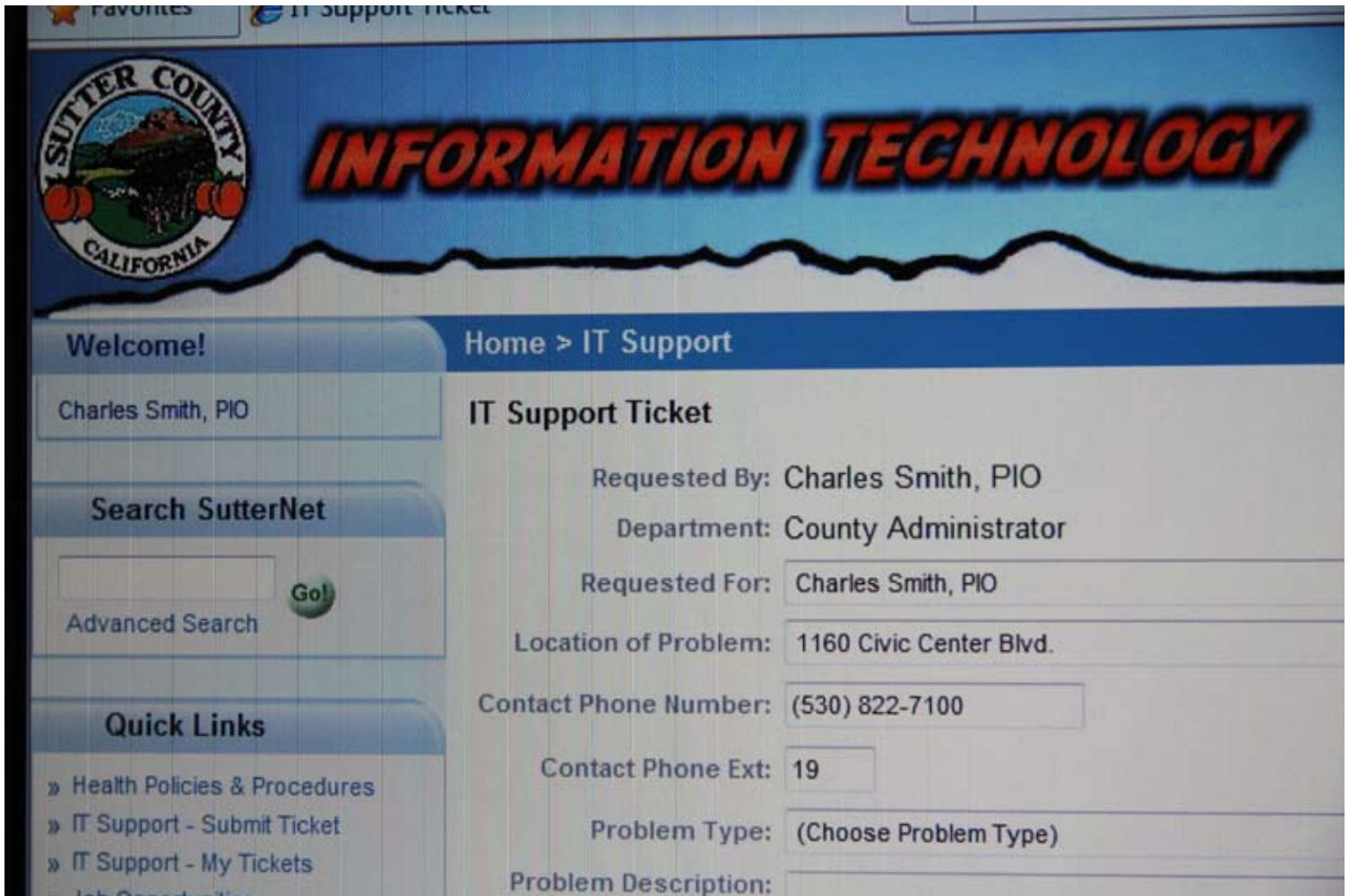
*Douglas Gault, Public Works Director*

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

**CAO Recommendation**

This budget is recommended as requested.

The Public Works Director concurs with the recommended budget.



# Support Services

## *Section G*

The Information Technology Department operates an IT Support Ticket system that facilitates timely service to various County departments encountering a range of issues, with a tracking system that promotes accountability.

# Personnel General Insurance & Bonds (1-911)

Mary Lynn Carlton, Personnel Director

EXECUTIVE SUMMARY						
DEPT HEAD: MARY LYNN CARLTON	UNIT: GENERAL INSURANCE & BONDS		FUND: GENERAL		0001 1-911	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	78,153	61,722	79,000	71,129	71,129	10.0-
* GROSS BUDGET	78,153	61,722	79,000	71,129	71,129	10.0-
INTRAFUND TRANSFERS	15,325-	11,889-	16,122-	14,829-	14,829-	8.0-
* NET BUDGET	62,828	49,833	62,878	56,300	56,300	10.5-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	64,296	45,568	58,581	50,959	50,959	13.0-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	64,296	45,568	58,581	50,959	50,959	13.0-
* UNREIMBURSED COSTS	1,468-	4,265	4,297	5,341	5,341	24.3
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

This budget unit finances miscellaneous insurance costs for the following areas: Airport liability; property insurance; employee blanket bond and crime insurance; automobile physical damage; construction equipment physical damage; watercraft physical damage and liability; and boiler and machinery.

departments (shown as a negative expense)

## Revenues

- (\$6,886) Decrease in Interfund General Insurance and Bonds revenue from non-General Fund departments

## Major Budget Changes

### Services & Supplies

- (\$7,871) Decrease in anticipated premium costs

### Other Charges

- (\$1,293) Decrease in Intrafund General Insurance and Bonds revenue from General Fund

## Program Discussion & Summary Budget Request

The requested budget is \$56,300.

As mentioned above, the primary factor driving the General Insurance and Bonds budget is the cost of maintaining the various insurance programs together with the associated costs to administer these programs in a cost effective and efficient manner.

Sutter County operates as a pooled primary self-insured program. As a standing participant in a public entity insurance pool, the County's risk is spread amongst its pool members, enabling Sutter County to take advantage of best-in-class coverage programs in exchange for competing premium rates.

Nonetheless, on a year-over-year basis, insurance premiums are subject to a number of economic stimuli, such as global market conditions, available insurance capacity by the underwriting community, claims loss history, and the overall state of the economy. As such, it is not unusual to experience an annual swing in premium rates dependent on any or all of the variables mentioned above. However, due to Sutter County's pool sharing abilities, that swing is generally very limited and manageable. In the case of the FY 2010-11 General Insurance and Bonds budget, the change in the various annual premiums is negligible, and for all intents and purposes is the same as the FY 2009-10 Adopted Budget.

## **Use of Reserves/Designations**

This budget unit does not include any reserves or designations.

## **CAO Recommendation**

This budget is recommended as requested.

The Personnel Director concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: JOHN D FORBERG	UNIT: INFORMATION TECHNOLOGY ISF		FUND: INFORMATION TECHNOLOGY ISF		4581 8-145	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	2,153,980	1,713,238	2,330,485	2,377,784	2,242,347	3.8-
SERVICES AND SUPPLIES	942,666	1,247,022	1,985,642	1,590,958	1,450,801	26.9-
OTHER CHARGES	471,088	382,334	388,446	527,270	527,270	35.7
CAPITAL ASSETS	147,667	125,052	276,080	277,915	197,915	28.3-
* GROSS BUDGET	3,715,401	3,467,646	4,980,653	4,773,927	4,418,333	11.3-
* NET BUDGET	3,715,401	3,467,646	4,980,653	4,773,927	4,418,333	11.3-
APPROPRIATION FOR CONTINGENCY	0	0	211,506	400,965	350,200	65.6
INCREASE IN DESIGNATIONS	0	0	164,516	112,625	112,625	31.5-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	3,715,401	3,467,646	5,356,675	5,287,517	4,881,158	8.9-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	3,621,750	2,919,892	5,023,285	4,790,808	4,384,449	12.7-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	10,825	3,243	15,000	0	0	100.0-
UNDESIGNATED FUND BALANCE 7/1	401,209	398,447	318,390	496,709	496,709	56.0
TOTAL AVAILABLE FINANCING	4,033,784	3,321,582	5,356,675	5,287,517	4,881,158	8.9-
* UNREIMBURSED COSTS	318,383-	146,064	0	0	0	.0
ALLOCATED POSITIONS	20.00	20.00	20.00	20.00	20.00	.0

## Purpose

The Department of Information Technology (IT) provides services to the other County departments. As a centralized service, the IT department is able to efficiently and cost-effectively handle the large volumes of systems and data that must be managed as part of the on-going and varied activities of the County. These services include such tasks as: responsibility for the management of computer hardware and software resources; feasibility and evaluation studies necessary for acquisition of potential new applications; system development activities; computer room operations activities;

coordination and application of web technologies to serve the County internally and externally; and other desktop/laptop computer related activities. The Director of Information Technology serves as an Assistant County Purchasing Agent and coordinates all hardware and software purchases.

## Major Budget Changes

### Salaries & Benefits

- (\$63,276) Decrease in Salaries and Benefits for one Computer

Operator I/II to be held vacant and unfunded

- (\$38,780) Decrease in Salaries and Benefits for the Deputy Director position to be held vacant and unfunded for 30% of year
- \$13,834 Increase in Interfund Workers Compensation
- (\$28,000) General reduction for salary savings

**Services & Supplies**

- (\$43,164) Decrease in Software License & Maintenance based on recent historical data
- (\$44,445) Decrease in Computer Hardware based on the anticipated number of replacement computers needed by departments
- (\$429,207) Decrease in Professional/Specialized Services due to a reduction in costs associated with the Sungard system
- (\$5,330) Decrease in Office Equipment based on recent historical data
- (\$20,000) Decrease in Employment Training based on recent historical data
- (\$10,000) Decrease in Transportation and Travel based on recent historical data

**Other Charges**

- \$49,975 Increase in Interprogram Labor Charges due to increase in direct-bill projects to the

departments, resulting in additional programming hours charged

- \$86,087 Increase in Interfund Overhead (A-87) Cost

**Capital Assets**

- (\$100,000) No capital assets are recommended for FY 2010-11
- \$21,835 Increase in Depreciation Expense

**Revenues**

- \$49,975 Increase in Interprogram Labor Charges to offset increased costs in direct-bill projects
- (\$572,353) Decrease in Interfund Projects charges reflecting a decrease in the Sungard system implementation

**Program Discussion & Summary Budget Request**

The Requested Budget is \$5,287,517.

The Information Technology Department provides a variety of services and functions addressing automation needs throughout the County. The department is divided into five functional divisions: Administration, Operations, Network Support, PC/Desktop Support, and Programming.

The *Administration Division* is responsible for overall management, budgeting, fiscal, payroll, purchasing, contracting, planning, inventory, facility management, and other required functions for the support of the department and the county.

The **Operations Division** is responsible for the day-to-day functioning of the data center, system backup and recovery, routine and special job production, secure file transmissions, as well as building security systems, shipping and receiving, equipment preparation and surplus, and forms and consumable inventory control.

The **Network Support Division** is responsible for the County's network. This includes the fiber optic system, file and application servers, routers, switches, hubs, firewalls, security appliances, directory and email services, web access and security, connections with state and federal agencies, remote access, virus protection, and software distribution and updates.

The **PC/Desktop Support Division** provides direct desktop support for all the PCs, laptops, and Blackberry PDAs that are in place throughout the County. They are responsible for the troubleshooting, repair, replacement, and support of the end user devices. Additionally, they support a variety of specialized applications in the various departments and provide extensive support to the devices, applications, and services in the Sheriff's office.

The **Programming Division** is responsible for all the development and support of the County's legacy applications as well as the development, support, and routine maintenance of the County's web presence. This group supports such applications as Financial, Human Resources/Payroll, Mental Health, Health, Criminal Justice, Property, and Budgeting systems, in addition to a wide variety of web applications for both internal and external users.

On March 31, 2009, the Board of Supervisors approved a contract with

Sungard Public Sector, Inc., to implement a new software system for Personnel, Payroll, Purchasing, and Budgeting. The Personnel and Payroll modules are scheduled to be implemented in July of 2010; the Budget module and some peripheral components will be implemented in late 2010. The majority of the project will be implemented by July 5, 2010. Remaining costs have been re-budgeted in order to complete project components that will not be implemented by July 5, 2010.

Completion of this project represents a major change in the role that IT serves in the support of those systems. The end user departments will have much more control and flexibility in how the systems are operated and supported, and be provided enhanced capability for generating their own reports without IT involvement. Having greater end user knowledge and control of the systems, as well as having vendor support and greater user group access will significantly reduce the limitations our existing users face due to very constrained IT resources.

## Use of Reserves/Designations

The Information Technology budget includes a number of different programs, and several designations. For FY 2010-11, the recommended budget includes \$350,200 in the Appropriation for Contingencies.

The recommended budget includes an increase in Designations in the amount of \$112,625.

## CAO Recommendation

This budget is recommended at \$4,881,158.

The Recommended Budget differs from the requested budget in several respects.



Salaries and benefits have been reduced by a total of \$102,056 to hold one Computer Operator I/II position vacant and unfunded for the year and to hold the Deputy Director of Information Technology position vacant and unfunded for 30% of the year. The Computer Operator position will be re-evaluated in the future based on the needs of the department and available financing.

Overtime expense has been reduced by \$5,382 over the department's request.

A decrease of \$28,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

In the Services & Supplies category, Office Equipment has been reduced by \$11,830 from the department's request, Software License and Maintenance has been reduced by \$58,327 over the department's request, Employment Training has been reduced by \$20,000 from the department's request, and Transportation and Travel has been reduced by \$10,000 from the department's request.

Additionally, the amount recommended for Computer Hardware to fund the annual purchases of replacement computers countywide has been reduced by \$40,000. This reduction reflects a reduction in the number of replacement computers the department anticipates purchasing in the coming year, and generates a like reduction in the annual amount that each department will be charged for their computers.

The department has requested two capital assets for FY 2010-11 for replacement of existing server equipment. However, those purchases are not recommended at this time, and therefore Capital Assets has been

reduced by \$80,000. The replacement equipment will be re-evaluated in FY 2011-12 based on the needs of the County and available financing.

A decrease in the Appropriation for Contingencies of \$50,765 is also recommended.

In past years, the Information Technology Department budget unit included revenue received from charges to the Auditor Controller's office for data entry performed by the Computer Operator I/II position. Because this position is being defunded and will be held vacant, this recommendation reflects the Auditor-Controller's data entry duties being assumed by the Auditor-Controller's office with a reduction of \$83,403 to Interfund revenue, reflecting the amount that would have been paid to the Information Technology Department for the estimated 550 hours of data entry service.

Because the Information Technology budget unit operates as an ISF and must balance revenues to expenditures within the fund, an offsetting decrease of \$406,359 in the Interfund Information Technology revenue account is recommended in order to balance the budget to the recommended reductions. Interfund Information Technology represents the total of all charges made to County departments for Information Technology services. Therefore, a reduction of \$406,359 equals the amount that has been reduced from County department budgets for FY 2010-11.

It should be noted that the Information Technology Director requested that two new positions be added: one Network Administrator and one Systems Analyst Accounting Systems Manager. These positions were requested in FY 2009-10 as well. The two positions were not included

in the department's formal request, and are not recommended. Due to fiscal uncertainties, no new positions are being recommended at this time.

The Director of Information Technology concurs with the recommended budget.

# Personnel Liability Insurance (4-590)

Mary Lynn Carlton, Personnel Director

EXECUTIVE SUMMARY						
DEPT HEAD: MARY LYNN CARLTON	UNIT: LIABILITY INSURANCE ISF		FUND: LIABILITY INSURANCE ISF		4590 4-590	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SERVICES AND SUPPLIES	475,455	493,241	487,250	583,970	583,970	19.9
OTHER CHARGES	4,808	186,862	476,940	422,471	422,471	11.4-
* GROSS BUDGET	480,263	680,103	964,190	1,006,441	1,006,441	4.4
* NET BUDGET	480,263	680,103	964,190	1,006,441	1,006,441	4.4
APPROPRIATION FOR CONTINGENCY	0	0	0	0	0	.0
INCREASE IN DESIGNATIONS	0	0	286,292	0	0	100.0-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	480,263	680,103	1,250,482	1,006,441	1,006,441	19.5-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	847,466	630,148	630,148	678,871	678,871	7.7
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	34,793	23,524	40,000	30,000	30,000	25.0-
CANCELLATION P/Y DESIGNATIONS	0	0	0	317,076	317,076	***
UNDESIGNATED FUND BALANCE 7/1	178,339	580,334	580,334	19,506-	19,506-	103.4-
TOTAL AVAILABLE FINANCING	1,060,598	1,234,006	1,250,482	1,006,441	1,006,441	19.5-
* UNREIMBURSED COSTS	580,335-	553,903-	0	0	0	.0
ALLOCATED POSITIONS	.00	.00	.00	.00	.00	.0

## Purpose

The self-insured liability program is managed by the Personnel Department. This budget identifies the annual expenditures for the operation of the self-insured liability program, which is established as an Internal Service Fund. The costs for operation of this budget are allocated to the other operating budgets of the County. This budget provides funds for the administration, adjustment and defense of liability claims against the County and the purchase of excess insurance, should the County sustain a catastrophic loss.

## Major Budget Changes

### Services & Supplies

- \$96,720 Increase in Insurance due to an increase in estimated excess insurance premium

### Other Charges

- (\$76,355) Decrease in Interfund Administration due to the recording of two years charges (FY 2008-09 and FY 2009-10) in FY 2009-10

# Personnel Liability Insurance (4-590)

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Mary Lynn Carlton, Personnel Director

## Revenues

- \$48,723 Increase in Interfund Insurance ISF Premium based on a related increase in estimated premiums
- (\$10,000) Decrease in Interest based on current interest rates

## Program Discussion & Summary Budget Request

The requested budget is \$1,006,441.

The primary factor that drives this budget is the cost of maintaining the self-insured liability program and associated costs such as administration and defense costs.

Sutter County operates the liability fund as a pooled primary self-insured program. As a standing participant in a public entity insurance pool, the County's risk is spread amongst its pool members enabling Sutter County to take advantage of best in class coverage programs in exchange for competing premium rates.

Nonetheless, on a year-over-year basis, insurance premiums are subject to a number of economic stimuli; global market conditions, available insurance capacity by the underwriting community, claims loss history, and the over all state of the economy. As such, we can expect to experience an annual swing in premium rates dependent on any or all of the variables mentioned above. However, due to Sutter County's pool sharing abilities the swing is generally manageable.

During FY 2010-11, one of the Personnel Department's goals is the strengthening of

its County-wide Safety/Risk Management program to support continuing efforts to minimize liability claim costs, particularly arising out of automobile accidents involving the use of County owned vehicles. In this regard, the Personnel Department successfully hired a full-time Safety Coordinator position (PRO 38).

## Use of Reserves/Designations

The Liability Insurance ISF fund contains a Designation for Future Appropriations and a Designation for Catastrophic Loss.

It is recommended that \$317,076 be cancelled from the Designation from Future Appropriations due in part to offset anticipated increases in premium costs in FY 2010-11.

## CAO Recommendation

This budget is recommended as requested.

The Personnel Director concurs with the recommended budget.

EXECUTIVE SUMMARY						
DEPT HEAD: MARY LYNN CARLTON	UNIT: PERSONNEL	FUND: GENERAL			0001 1-401	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	622,405	558,649	740,559	745,309	732,560	1.1-
SERVICES AND SUPPLIES	145,431	109,630	295,095	247,120	172,845	41.4-
OTHER CHARGES	182,103	398,525	426,218	170,152	188,015	55.9-
* GROSS BUDGET	949,939	1,066,804	1,461,872	1,162,581	1,093,420	25.2-
INTRAFUND TRANSFERS	8,594	5,295	5,921	5,061	5,061	14.5-
* NET BUDGET	958,533	1,072,099	1,467,793	1,167,642	1,098,481	25.2-
<b>OTHER REVENUES</b>						
USER PAY REVENUES	23,077	8,859	15,375	15,025	15,025	2.3-
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
TOTAL OTHER REVENUES	23,077	8,859	15,375	15,025	15,025	2.3-
* UNREIMBURSED COSTS	935,456	1,063,240	1,452,418	1,152,617	1,083,456	25.4-
ALLOCATED POSITIONS	7.80	7.80	7.80	6.80	6.80	12.8-

**Purpose**

The Personnel Department is a centralized merit systems agency providing personnel and human resources management services to County departments.

Personnel Analyst II position added in FY 2008-09 to assist with the implementation of the new Sungard IFAS Personnel/ Payroll System

- (\$8,000) General reduction for salary savings

**Major Budget Changes**

**Salaries & Benefits**

- \$131,342 Increase for the addition of one Assistant Director position
- (\$60,184) Decrease for the elimination of one vacant Office Assistant II – Confidential position
- (\$90,254) Decrease for the elimination of one vacant Limited Term

**Services & Supplies**

- (\$100,000) Decrease in Professional & Specialized Services expenses due to reduction in consultant fees and retained search fees
- (\$17,000) Decrease in Publication Legal Notices expenses (advertising)
- (\$8,500) Decrease in Special Departmental Expense

Other Charges

- (\$291,791) Decrease in Interfund Projects for costs related to the purchase and implementation of the Personnel module of Sungard Personnel/Payroll system
- \$53,461 Increase in Interfund Information Technology charges including on-going maintenance for the Sungard Personnel/Payroll system

Assistant Director – Personnel position (1.0 FTE) be added in FY 2010/2011. The eliminated position is currently vacant and funded. The cost savings from that position, along with cost savings generated from other proposed reductions in the Personnel budget, would allow this new position to be added with no additional costs. Some duties of the eliminated Office Assistant position would be absorbed by others in the department and some duties are expected to be eliminated due to the implementation of the new Sungard IFAS 7i Personnel and Payroll system.

Program Discussion & Summary Budget Request

The requested budget is \$1,167,642.

The request reflects costs to provide the following centralized services to all County departments: labor relations; recruitment and certification for selection; review of and compliance with non-discrimination laws; health insurance and benefit administration; classification and salary analysis; administration of personnel rules and regulations; County-wide training; deferred compensation administration; unemployment insurance administration; risk management; safety management; and a variety of other compliance programs relating to personnel which are mandated by law.

Costs related to specialized recruitments, labor negotiation services, and classification and compensation studies are contained in the Professional/Specialized Services account.

For FY 2010-11, the Personnel Department is requesting that one vacant Office Assistant II – Confidential position (1.0 FTE) be eliminated and that one new

For several years, the Personnel Department has needed more expertise at a senior level to solve complex employee relations, classification, and labor relations issues. Over the past several years, the number and complexity of these types of issues has grown exponentially and the department does not have the staffing necessary to support the needs of the various County departments. This position is required to provide higher level managerial assistance to the department and to fill the need for an in-house labor relations specialist. It is intended that this position will replace the services of a labor relations consultant. At this time, labor relations duties are shared between the Personnel Director and a labor relations consultant. If the new position is filled with an individual who also possesses compensation and classification experience as well as labor relations experience, it would be possible to also replace the use of a consultant in that functional area. It is anticipated that the Assistant Director will spend approximately 85% of his/her time on labor relations duties once negotiations begin. The position will spend the remaining time assisting the Personnel Director in managing the Department, responding to County departments with high-level matters, performing related Employee and Labor

Relations duties and performing Compensation and Classification studies, as required and needed.

Additionally, the department is understaffed in the management and analyst areas. The addition of the Assistant Director position will help ensure a smooth succession for the department's future as current incumbents move on.

The possible impacts of not having this new position filled are two-fold. First and foremost, the County will need to hire another Labor Relations Consultant, Labor Relations Mediator, or Labor Relations Attorney to conduct upcoming negotiations after our current labor relations consultant retires. All units, with the exception of the General, Professional, and Supervisory (GSP) units, have contract expiration dates of December, 2010. GSP's contract expires in December, 2011. This means that, at a minimum, negotiations will begin this summer for the expiring contracts. By bringing on an individual to participate in this fall's negotiations, the new staff member can work hand-in-hand with the labor relations consultant and Personnel Director to learn the nuances of Sutter County and the various bargaining units. This will facilitate the Assistant Director's transition into the 2011 negotiations.

As indicated above, the position will be funded by deleting one vacant Office Assistant II position and by reducing other related line items in the Personnel budget, including a reduction in Professional and Specialized Services (reduced by \$32,725), Publication Legal Notices (reduced by \$10,000), and Special Departmental Expense (reduced by \$8,500). It should be noted that the department may periodically need to close its public counter at lunch time since eliminating the vacant Office Assistant

II position will reduce the department's ability to staff the front counter full-time due to required lunch breaks.

The Limited Term Personnel Analyst II position (1.0 FTE) is currently vacant and has been eliminated in our requested budget. The position was added in FY 2008-09 to assist with the implementation of the new Sungard IFAS Personnel/ Payroll system. That system is currently scheduled to be implemented on July 5, 2010. Carry-over implementation work can be managed within existing staff levels.

### Use of Reserves/Designations

This budget unit does not include any reserves or designations.

### CAO Recommendation

This budget is recommended at \$1,098,481.

The request to add one Assistant Director position and to delete one vacant Office Assistant II – Confidential is recommended. The County Administrator's Office has been aware of the need for an additional high-level administrative position within the department for some time. The Personnel Department is a central service department that provides daily services to all County departments and is currently the only central service department that does not have either an Assistant Director or Deputy Director on staff. The position is recommended at the Assistant Director level, at a classification of Management 48, as opposed to a lower classification, due to the requirement for prior labor relations experience. It is further recommended that the above discussed personnel changes be made effective July 1, 2010. A formal recommendation for adoption of the job classification and specification will be brought to the Board of

Supervisors in the near future. The Personnel Department will be authorized to recruit for and fill the Assistant Director position once the job classification and specification are approved.

The balance of the CAO recommendation differs from the department's request by \$69,161.

A decrease of \$8,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

The Other Pay, Communications, Publication Legal Notice and Office Equipment accounts have been reduced by a total of \$13,749 based on a review of historic expenses.

Additionally, in order to fund the recommended Assistant Director position and to reflect the anticipated savings that will arise by shifting duties from current contract work to in-house work, the Professional and Specialized Services account has been reduced by \$65,275, in addition to the requested reduction of \$34,725. The account is therefore recommended at \$45,000. It is acknowledged that, due to the need to conduct a recruitment, the new Assistant Director position will reasonably not be filled until part way through the fiscal year, leaving a period of time in FY 2010-11 where the County will still need to contract for labor relations work. The recommendation also provides for a period of overlap to facilitate the Assistant Director's transition into the 2011 negotiations.

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

Interfund Information Technology charges have been reduced by \$12,137 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department budget.

The Personnel Director concurs with the recommended budget.



# Personnel Workers' Compensation (4-591)

Mary Lynn Carlton, Personnel Director

EXECUTIVE SUMMARY						
DEPT HEAD: MARY LYNN CARLTON	UNIT: WORKERS' COMP INSURANCE ISF		FUND: WORKERS' COMP INSURANCE ISF		4591 4-591	
	ACTUAL EXPENDITURE 2008-09	ACTUAL EXPENDITURE 4-30-10	ADOPTED BUDGET 2009-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	% CHANGE OVER 2009-10
<b>EXPENDITURES</b>						
SALARIES AND EMPLOYEE BENEFITS	301,595	260,233	342,291	343,099	339,099	.9-
SERVICES AND SUPPLIES	1,349,754	1,386,463	1,625,387	1,994,600	1,994,600	22.7
OTHER CHARGES	17,105	10,068	19,091	27,329	26,996	41.4
* GROSS BUDGET	1,668,454	1,656,764	1,986,769	2,365,028	2,360,695	18.8
* NET BUDGET	1,668,454	1,656,764	1,986,769	2,365,028	2,360,695	18.8
APPROPRIATION FOR CONTINGENCY	0	0	36,409	0	4,333	88.1-
INCREASES IN RESERVES	0	0	0	0	0	.0
* TOTAL BUDGET	1,668,454	1,656,764	2,023,178	2,365,028	2,365,028	16.9
<b>OTHER REVENUES</b>						
USER PAY REVENUES	1,069,010	1,640,047	1,653,300	2,061,811	2,061,811	24.7
GOVERNMENTAL REVENUES	0	0	0	0	0	.0
GENERAL REVENUES	6,603	3,029	30,000	30,000	30,000	.0
UNDESIGNATED FUND BALANCE 7/1	932,716	339,878	339,878	273,217	273,217	19.6-
TOTAL AVAILABLE FINANCING	2,008,329	1,982,954	2,023,178	2,365,028	2,365,028	16.9
* UNREIMBURSED COSTS	339,875-	326,190-	0	0	0	.0
ALLOCATED POSITIONS	3.20	3.20	3.20	3.20	3.20	.0

## Purpose

The Personnel Department is responsible for the administration and management of the Workers' Compensation program. Elements of the program include: claims management, coordination of third party claims administration, monitoring departmental safety and accident prevention programs, tracking job-related accidents and injuries and the maintenance of appropriate reports, records and statistics.

## Major Budget Changes

### Salaries & Benefits

- (\$4,000) General reduction for salary savings

### Services & Supplies

- \$371,413 Increase in Insurance due to increased premiums

### Revenues

- \$484,892 Increase in Interfund Workers Compensation

# Personnel Workers' Compensation (4-591)

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Mary Lynn Carlton, Personnel Director

Premium revenue from County departments based on increased premiums

- (\$76,355) Decrease in Interfund Admin – Miscellaneous Departments due to one-time correcting entry in FY 2009-10

## Program Discussion & Summary Budget Request

The requested budget is \$2,365,028.

The Personnel Department is responsible for the administration and management of the Workers' Compensation program, which includes: claims management, third party claims administration, safety and accident prevention programs, work-related accidents and injuries and development of corresponding reports.

The two primary factors driving the cost of this budget unit are salaries and workers' compensation insurance premiums, both primary and excess workers' compensation, together with associated costs to implement and maintain these programs.

In FY 1998-99 Sutter County converted from an individual self-insured program to a pooled primary self-insured program. As a standing participant in a public entity insurance pool, the County's risk is spread amongst its pool members enabling Sutter County to take advantage of best in class coverage programs in exchange for competing premium rates.

Nonetheless, on a year-over-year basis, insurance premiums are subject to a number of economic stimuli - global market

conditions, available insurance capacity by the underwriting community, claims loss history, and the over all state of the economy. As such, we can expect to experience an annual swing in premium rates dependent on any or all of the variables mentioned above. However, due to Sutter County's pool sharing abilities that swing is generally manageable.

During FY 2009-10, one of the Personnel Department's goals was to strengthen its County-wide Safety/Risk Management program to support continuing efforts to minimize workers' compensation claim costs. In this regard, the Personnel Department successfully hired a full-time Safety Coordinator position (PRO 38).

## Use of Reserves/Designations

The Workers' Compensation ISF fund does not include any reserves or designations.

## CAO Recommendation

This budget is recommended at \$2,365,028. The CAO recommendation differs from the department request in two respects.

A decrease of \$4,000 in Salaries and Benefits is recommended to reflect estimated salary savings that staff anticipates can be expected during the year. This recommendation is repeated countywide.

Interfund Information Technology charges have been reduced by \$333 from the requested amount to reflect reduced charges countywide, based on a recommended reduction in the Information Technology Department Budget.

## Personnel Workers' Compensation (4-591)

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*Mary Lynn Carlton, Personnel Director*

Because this budget unit operates as an ISF and must balance revenues to expenditures within the fund, an offsetting increase in Appropriation for Contingencies of \$4,333 is recommended in order to balance the budget to the recommended changes.

The Personnel Director concurs with the recommended budget.

# Special Revenue Funds

SECTION H

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPACT FEE-ROADS DEPT 0-100  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC WAYS AND FACILITIES  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0100

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53200 Contribution to Other Agencies			600,000	600,000	600,000		
TOTAL OTHER CHARGES	*		600,000	600,000	600,000		*
TOTAL GROSS BUDGET	**		600,000	600,000	600,000		*
TOTAL NET BUDGET	**		600,000	600,000	600,000		*
TOTAL APPROPRIATION FOR CONTINGENCY	*					25,999	25,999 *
TOTAL INCREASE IN DESIGNATIONS	*			7,393	7,393		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**		600,000	607,393	607,393	25,999	25,999 *
USER PAY REVENUES							
42311 Development Impact Fees		3,026					
TOTAL USER PAY REVENUES	*	3,026					*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		16,368	2,919	16,000	16,000	100	100
TOTAL GENERAL REVENUES	*	16,368	2,919	16,000	16,000	100	100 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*			600,000	600,000	38,899	38,899 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	28,001-	8,607-	8,607-	8,607-	13,000-	13,000-*
TOTAL AVAILABLE FINANCING	**	8,607-	5,688-	607,393	607,393	25,999	25,999 *
UNREIMBURSED COSTS	**	8,607	605,688				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPACT FEE CO GEN GOVT DEPT 0-101  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0101

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	79,925					
TOTAL OTHER CHARGES	* 79,925					*
TOTAL GROSS BUDGET	** 79,925					*
TOTAL NET BUDGET	** 79,925					*
TOTAL APPROPRIATION FOR CONTINGENCY					924,859	924,859 *
TOTAL INCREASE IN DESIGNATIONS			904,859	904,859		*
TOTAL INCREASES IN RESERVES						*
TOTAL BUDGET	** 79,925		904,859	904,859	924,859	924,859 *
USER PAY REVENUES						
42311 Development Impact Fees	19,334	13,628	20,000	20,000	12,500	12,500
TOTAL USER PAY REVENUES	* 19,334	13,628	20,000	20,000	12,500	12,500 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	24,508	14,619	25,000	25,000	20,000	20,000
TOTAL GENERAL REVENUES	* 24,508	14,619	25,000	25,000	20,000	20,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS					904,859	904,859 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 895,942	859,859	859,859	859,859	12,500-	12,500-*
TOTAL AVAILABLE FINANCING	** 939,784	888,106	904,859	904,859	924,859	924,859 *
UNREIMBURSED COSTS	** 859,859-	888,106-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPACT CRT/CRIMNL JUSTC DEPT 0-102  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0102

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				2,056,976	2,056,976 *
TOTAL INCREASE IN DESIGNATIONS	*		1,763	1,763		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		1,763	1,763	2,056,976	2,056,976 *
USER PAY REVENUES						
42311 Development Impact Fees		21,398	23,419		15,000	15,000
TOTAL USER PAY REVENUES	*	21,398	23,419		15,000	15,000 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		50,867	32,334	50,000	50,000	43,000
TOTAL GENERAL REVENUES	*	50,867	32,334	50,000	50,000	43,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*			84,498	84,498	1,990,976
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	205,001-	132,735-	132,735-	132,735-	8,000
TOTAL AVAILABLE FINANCING	**	132,736-	76,982-	1,763	1,763	2,056,976
UNREIMBURSED COSTS	**	132,736	76,982			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPACT HLTH/SOCIAL SRVS DEPT 0-103  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: HEALTH AND SANITATION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0103

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				2,198,155	2,198,155 *
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**				2,198,155	2,198,155 *
USER PAY REVENUES						
42311 Development Impact Fees		6,829	15,606			
TOTAL USER PAY REVENUES	*	6,829	15,606			*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		55,027	34,769	50,000	50,000	47,000
TOTAL GENERAL REVENUES	*	55,027	34,769	50,000	50,000	47,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*			48,145	48,145	2,139,155
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	160,001-	98,145-	98,145-	98,145-	12,000
TOTAL AVAILABLE FINANCING	**	98,145-	47,770-			2,198,155
UNREIMBURSED COSTS	**	98,145	47,770			*



STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPACT FEE SHERIFF DEPT 0-104  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0104

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARIMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				175,788	175,788 *
TOTAL INCREASE IN DESIGNATIONS	*		1,573	1,573		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		1,573	1,573	175,788	175,788 *
USER PAY REVENUES						
42311 Development Impact Fees		4,600	2,418		3,000	3,000
TOTAL USER PAY REVENUES	*	4,600	2,418		3,000	3,000 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		4,224	2,719	3,000	3,000	3,600
TOTAL GENERAL REVENUES	*	4,224	2,719	3,000	3,000	3,600 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				165,588	165,588 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	10,251-	1,427-	1,427-	1,427-	3,600
TOTAL AVAILABLE FINANCING	**	1,427-	3,710	1,573	1,573	175,788
UNREIMBURSED COSTS	**	1,427	3,710-			*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: DEVELP IMPACT FEE FIRE CSA F DEPT 0-105  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: OTHER GENERAL FUND 0105

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	
TOTAL GROSS BUDGET	**					*	
TOTAL NET BUDGET	**					*	
TOTAL APPROPRIATION FOR CONTINGENCY	*				244,836	244,836 *	
TOTAL INCREASE IN DESIGNATIONS	*		784	784		*	
TOTAL INCREASES IN RESERVES	*					*	
TOTAL BUDGET	**		784	784	244,836	244,836 *	
USER PAY REVENUES							
42311 Development Impact Fees		4,917	5,641		7,000	7,000	
TOTAL USER PAY REVENUES	*	4,917	5,641		7,000	7,000 *	
TOTAL GOVERNMENTAL REVENUES	*					*	
GENERAL REVENUES							
44100 Interest Apportioned		5,732	3,685	5,000	5,000	5,000	
TOTAL GENERAL REVENUES	*	5,732	3,685	5,000	5,000	5,000 *	
TOTAL CANCELLATION P/Y DESIGNATIONS	*				225,836	225,836 *	
TOTAL CANCELLATION OF PRIOR YR RESERVES	*			1,386	1,386	*	
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	16,250-	5,602-	5,602-	5,602-	7,000	7,000 *
TOTAL AVAILABLE FINANCING	**	5,601-	3,724	784	784	244,836	244,836 *
UNREIMBURSED COSTS	**	5,601	3,724-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPACT FEE LIBRARY DEPT 0-106  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: EDUCATION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0106

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				249,814	249,814 *
TOTAL INCREASE IN DESIGNATIONS	*		1,223	1,223		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		1,223	1,223	249,814	249,814 *
USER PAY REVENUES						
42311 Development Impact Fees		5,659	4,983			
TOTAL USER PAY REVENUES	*	5,659	4,983			*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		6,089	3,913	6,100	6,100	5,200
TOTAL GENERAL REVENUES	*	6,089	3,913	6,100	6,100	5,200 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				239,514	239,514 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	16,625-	4,877-	4,877-	4,877-	5,100
TOTAL AVAILABLE FINANCING	**	4,877-	4,019	1,223	1,223	249,814
UNREIMBURSED COSTS	**	4,877	4,019-			*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: DEVELP IMPACT FEE UA PARK&REC DEPT 0-107  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: OTHER GENERAL FUND 0107

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				350,148	350,148 *
TOTAL INCREASE IN DESIGNATIONS	*		2,164	2,164		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		2,164	2,164	350,148	350,148 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		8,839	5,570	9,200	9,200	7,500 7,500
TOTAL GENERAL REVENUES	*	8,839	5,570	9,200	9,200	7,500 7,500 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				344,348	344,348 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	15,875-	7,036-	7,036-	7,036-	1,700- 1,700-*
TOTAL AVAILABLE FINANCING	**	7,036-	1,466-	2,164	2,164	350,148 350,148 *
UNREIMBURSED COSTS	**	7,036	1,466			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPACT FEE FIRE CSA C DEPT 0-108  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0108

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				21,850	21,850 *
TOTAL INCREASE IN DESIGNATIONS	*		19	19		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		19	19	21,850	21,850 *
USER PAY REVENUES						
42311 Development Impact Fees		996	1,650			
TOTAL USER PAY REVENUES	*	996	1,650			*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		469	315	450	450	400
TOTAL GENERAL REVENUES	*	469	315	450	450	400 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*			654	654	19,300
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	2,550-	1,085-	1,085-	1,085-	2,150
TOTAL AVAILABLE FINANCING	**	1,085-	880	19	19	21,850
UNREIMBURSED COSTS	**	1,085	880-			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPACT FEE FIRE CSA D DEPT 0-109  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0109

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARIMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				16,145	16,145 *
TOTAL INCREASE IN DESIGNATIONS	*		814	814		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		814	814	16,145	16,145 *
USER PAY REVENUES						
42311 Development Impact Fees		1,318				
TOTAL USER PAY REVENUES	*	1,318				*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		397	255	400	400	400
TOTAL GENERAL REVENUES	*	397	255	400	400	400 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				15,745	15,745 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	1,300-	414	414	414	*
TOTAL AVAILABLE FINANCING	**	415	669	814	814	16,145
UNREIMBURSED COSTS	**	415-	669-			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: EDBG 636-04 GRANT DEPT 0-111  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0111

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53626 Interfund Transfer Out - EDBG		65,952	18,667	57,000	57,000	60,000	60,000
TOTAL OTHER CHARGES	*	65,952	18,667	57,000	57,000	60,000	60,000 *
TOTAL GROSS BUDGET	**	65,952	18,667	57,000	57,000	60,000	60,000 *
TOTAL NET BUDGET	**	65,952	18,667	57,000	57,000	60,000	60,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*						*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	65,952	18,667	57,000	57,000	60,000	60,000 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		472	15	2,382	2,382	5,000	5,000
44109 Program Income-Principal				44,618	44,618	45,000	45,000
44110 Program Income-Interest		6,217	4,555	10,000	10,000	10,000	10,000
TOTAL GENERAL REVENUES	*	6,689	4,570	57,000	57,000	60,000	60,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	59,262	14,100				*
TOTAL AVAILABLE FINANCING	**	65,951	18,670	57,000	57,000	60,000	60,000 *
UNREIMBURSED COSTS	**	1	3-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: EDBG 828-03 DEPT 0-119  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0119

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53626 Interfund Transfer Out - EDBG		30,297	25,246	30,000	30,000	30,000	30,000
TOTAL OTHER CHARGES	*	30,297	25,246	30,000	30,000	30,000	30,000 *
TOTAL GROSS BUDGET	**	30,297	25,246	30,000	30,000	30,000	30,000 *
TOTAL NET BUDGET	**	30,297	25,246	30,000	30,000	30,000	30,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			456	456		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	30,297	25,246	30,456	30,456	30,000	30,000 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		16	18				
44109 Program Income-Principal				15,000	15,000	20,000	20,000
44110 Program Income-Interest		6,117	3,588	15,000	15,000	10,000	10,000
TOTAL GENERAL REVENUES	*	6,133	3,606	30,000	30,000	30,000	30,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	24,620	21,646	456	456		*
TOTAL AVAILABLE FINANCING	**	30,753	25,252	30,456	30,456	30,000	30,000 *
UNREIMBURSED COSTS	**	456-	6-				*



STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: BIOTERRORISM TRUST  
 FUNCTION: HEALTH AND SANITATION  
 ACTIVITY: HEALTH  
 DEPT 0-124  
 FUND 0124

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	269,562	148,780	166,930	166,930	166,480	166,480
TOTAL OTHER CHARGES	* 269,562	148,780	166,930	166,930	166,480	166,480 *
TOTAL GROSS BUDGET	** 269,562	148,780	166,930	166,930	166,480	166,480 *
TOTAL NET BUDGET	** 269,562	148,780	166,930	166,930	166,480	166,480 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		25,039	25,039	417,916	417,916 *
TOTAL INCREASE IN DESIGNATIONS	*		94,052	94,052		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 269,562	148,780	286,021	286,021	584,396	584,396 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45306 Fed Grant	250,927	125,059	166,930	166,930	166,480	166,480
TOTAL GOVERNMENTAL REVENUES	* 250,927	125,059	166,930	166,930	166,480	166,480 *
GENERAL REVENUES						
44100 Interest Apportioned	12,626	7,362	10,000	10,000	10,000	10,000
TOTAL GENERAL REVENUES	* 12,626	7,362	10,000	10,000	10,000	10,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				407,916	407,916 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 115,099	109,091	109,091	109,091		*
TOTAL AVAILABLE FINANCING	** 378,652	241,512	286,021	286,021	584,396	584,396 *
UNREIMBURSED COSTS	** 109,090-	92,732-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: EDBG 767-02 GRANTS DEPT 0-125  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0125

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53626 Interfund Transfer Out - EDBG		11,229	10,768	30,000	30,000	30,000	30,000
TOTAL OTHER CHARGES	*	11,229	10,768	30,000	30,000	30,000	30,000 *
TOTAL GROSS BUDGET	**	11,229	10,768	30,000	30,000	30,000	30,000 *
TOTAL NET BUDGET	**	11,229	10,768	30,000	30,000	30,000	30,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			436	436		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	11,229	10,768	30,436	30,436	30,000	30,000 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		7	7				
44109 Program Income-Principal				20,000	20,000	20,000	20,000
44110 Program Income-Interest		3,883	3,807	10,000	10,000	10,000	10,000
TOTAL GENERAL REVENUES	*	3,890	3,814	30,000	30,000	30,000	30,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	7,776	6,955	436	436		*
TOTAL AVAILABLE FINANCING	**	11,666	10,769	30,436	30,436	30,000	30,000 *
UNREIMBURSED COSTS	**	437-	1-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: DEVELOP IMPACT FEE-LIVE OAK DEPT 0-126  
 FUNCTION: ACTIVITY: FUND 0126

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				29,324	29,324 *
TOTAL INCREASE IN DESIGNATIONS	*		19,004	19,004		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		19,004	19,004	29,324	29,324 *
USER PAY REVENUES						
42311 Development Impact Fees		902	9,921			
TOTAL USER PAY REVENUES	*	902	9,921			*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		1,002	643	900	900	900
TOTAL GENERAL REVENUES	*	1,002	643	900	900	900 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				19,004	19,004 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*			28,650	28,650	*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	12,450-	10,546-	10,546-	10,546-	9,420 9,420 *
TOTAL AVAILABLE FINANCING	**	10,546-	18	19,004	19,004	29,324 29,324 *
UNREIMBURSED COSTS	**	10,546	18-			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: SURVEY MONUMENT PRESERVATION DEPT 0-128  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC WAYS AND FACILITIES  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: PUBLIC WAYS FUND 0128

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
SERVICES AND SUPPLIES						
52130 Maintenance Structure/Imprvmt			1,100	1,100	1,100	1,100
52180 Professional/Specialized Srvs					15,000	15,000
TOTAL SERVICES AND SUPPLIES	*		1,100	1,100	16,100	16,100 *
OTHER CHARGES						
53628 Interfund Admin - Misc Depts	1,216				1,080	1,080
TOTAL OTHER CHARGES	* 1,216				1,080	1,080 *
TOTAL GROSS BUDGET	** 1,216		1,100	1,100	17,180	17,180 *
TOTAL NET BUDGET	** 1,216		1,100	1,100	17,180	17,180 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		165	165		*
TOTAL INCREASE IN DESIGNATIONS	*		13,420	13,420		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 1,216		14,685	14,685	17,180	17,180 *
USER PAY REVENUES						
42405 Monument Survey Fee	1,150	1,140	1,000	1,000	1,000	1,000
TOTAL USER PAY REVENUES	* 1,150	1,140	1,000	1,000	1,000	1,000 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	711	449	100	100	215	215
TOTAL GENERAL REVENUES	* 711	449	100	100	215	215 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				14,095	14,095 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 12,940	13,585	13,585	13,585	1,870	1,870 *
TOTAL AVAILABLE FINANCING	** 14,801	15,174	14,685	14,685	17,180	17,180 *
UNREIMBURSED COSTS	** 13,585-	15,174-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: JUSTICE ASSIST GRANT PROGRAM DEPT 0-129  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: JUDICIAL FUND 0129

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		2,971		13,613	13,613	38,974	38,974
TOTAL OTHER CHARGES	*	2,971		13,613	13,613	38,974	38,974 *
TOTAL GROSS BUDGET	**	2,971		13,613	13,613	38,974	38,974 *
TOTAL NET BUDGET	**	2,971		13,613	13,613	38,974	38,974 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			41	41	149	149 *
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	2,971		13,654	13,654	39,123	39,123 *
TOTAL USER PAY REVENUES	*						*
GOVERNMENTAL REVENUES							
45306 Fed Grant		2,910	12,792	13,613	13,613	38,874	38,874
TOTAL GOVERNMENTAL REVENUES	*	2,910	12,792	13,613	13,613	38,874	38,874 *
GENERAL REVENUES							
44100 Interest Apportioned		102	240			100	100
TOTAL GENERAL REVENUES	*	102	240			100	100 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*		41	41	41	149	149 *
TOTAL AVAILABLE FINANCING	**	3,012	13,073	13,654	13,654	39,123	39,123 *
UNREIMBURSED COSTS	**	41-	13,073-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: CALPINE LEVEE & FLOOD CONTROL DEPT 0-136  
 FUNCTION: PUBLIC WAYS AND FACILITIES  
 ACTIVITY: PUBLIC WAYS FUND 0136

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				1,226,421	1,226,421 *
TOTAL INCREASE IN DESIGNATIONS	*		773,062	773,062		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		773,062	773,062	1,226,421	1,226,421 *
USER PAY REVENUES						
47510 Donations	250,000	250,000	250,000	250,000		
TOTAL USER PAY REVENUES	* 250,000	250,000	250,000	250,000		*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	23,063	18,705			20,000	20,000
TOTAL GENERAL REVENUES	* 23,063	18,705			20,000	20,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				1,186,421	1,186,421 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 249,999	523,062	523,062	523,062	20,000	20,000 *
TOTAL AVAILABLE FINANCING	** 523,062	791,767	773,062	773,062	1,226,421	1,226,421 *
UNREIMBURSED COSTS	** 523,062-	791,767-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: PANDEMIC INFLUENZA PREPAREDNESS DEPT 0-139  
 FUNCTION: HEALTH AND SANITATION  
 ACTIVITY: HEALTH FUND 0139

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	21,906					
TOTAL OTHER CHARGES	*	21,906				*
TOTAL GROSS BUDGET	**	21,906				*
TOTAL NET BUDGET	**	21,906				*
TOTAL APPROPRIATION FOR CONTINGENCY	*				220	220 *
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**	21,906			220	220 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45405 Fed Pandemic	19,797					
TOTAL GOVERNMENTAL REVENUES	*	19,797				*
GENERAL REVENUES						
44100 Interest Apportioned	338	164				
TOTAL GENERAL REVENUES	*	338	164			*
TOTAL CANCELLATION P/Y DESIGNATIONS	*			3,771	3,771	*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	2,000-	3,771-	3,771-	3,771-	220 220 *
TOTAL AVAILABLE FINANCING	**	18,135	3,607-		220	220 *
UNREIMBURSED COSTS	**	3,771	3,607			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: COPS 2009-2010 DEPT 0-151  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: POLICE PROTECTION FUND 0151

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53662 Interfund Tran-Out - Sheriff				10,609	82,915	82,915
53663 Interfund Tran-Out - Jail				22,214		
53664 Interfund Tran-Out - D.A.				27,493		
TOTAL OTHER CHARGES	*			60,316	82,915	82,915 *
TOTAL GROSS BUDGET	**			60,316	82,915	82,915 *
TOTAL NET BUDGET	**			60,316	82,915	82,915 *
TOTAL APPROPRIATION FOR CONTINGENCY	*				12,095	12,095 *
TOTAL INCREASE IN DESIGNATIONS	*			94,670		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**			154,986	95,010	95,010 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45260 St Supp Law Enforcement COPS		121,186		154,986		
TOTAL GOVERNMENTAL REVENUES	*	121,186		154,986		*
GENERAL REVENUES						
44100 Interest Apportioned		511			200	200
TOTAL GENERAL REVENUES	*	511			200	200 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				94,670	94,670 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*				140	140 *
TOTAL AVAILABLE FINANCING	**	121,697		154,986	95,010	95,010 *
UNREIMBURSED COSTS	**	121,697-				*



STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: LOCAL SAFETY PROTECTION-JJCPA DEPT 0-156  
 FUNCTION: GENERAL  
 ACTIVITY: POLICE PROTECTION FUND 0156

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53661 Interfund Tran-Out - Probation		42,957	242,262	242,262	200,000	200,000
TOTAL OTHER CHARGES	*	42,957	242,262	242,262	200,000	200,000 *
TOTAL GROSS BUDGET	**	42,957	242,262	242,262	200,000	200,000 *
TOTAL NET BUDGET	**	42,957	242,262	242,262	200,000	200,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*					*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**	42,957	242,262	242,262	200,000	200,000 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45260 St Supp Law Enforcement COPS		156,113	242,262	242,262	198,500	198,500
TOTAL GOVERNMENTAL REVENUES	*	156,113	242,262	242,262	198,500	198,500 *
GENERAL REVENUES						
44100 Interest Apportioned		649			1,500	1,500
TOTAL GENERAL REVENUES	*	649			1,500	1,500 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*					*
TOTAL AVAILABLE FINANCING	**	156,762	242,262	242,262	200,000	200,000 *
UNREIMBURSED COSTS	**	113,805-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: CDBG TRUST 98 GRANTS  
 FUNCTION: GENERAL  
 ACTIVITY: OTHER GENERAL  
 DEPT 0-158  
 FUND 0158

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53626 Interfund Transfer Out - EDBG		25,686	20,906	30,000	30,000	30,000	30,000
TOTAL OTHER CHARGES	*	25,686	20,906	30,000	30,000	30,000	30,000 *
TOTAL GROSS BUDGET	**	25,686	20,906	30,000	30,000	30,000	30,000 *
TOTAL NET BUDGET	**	25,686	20,906	30,000	30,000	30,000	30,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			363	363		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	25,686	20,906	30,363	30,363	30,000	30,000 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		15	17				
44109 Program Income-Principal				15,000	15,000	22,000	22,000
44110 Program Income-Interest		6,134	3,194	15,000	15,000	8,000	8,000
TOTAL GENERAL REVENUES	*	6,149	3,211	30,000	30,000	30,000	30,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	19,900	17,700	363	363		*
TOTAL AVAILABLE FINANCING	**	26,049	20,911	30,363	30,363	30,000	30,000 *
UNREIMBURSED COSTS	**	363-	5-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: WORKERS' COMP DIVIDEND TRUST DEPT 0-165  
 FUNCTION: GENERAL  
 ACTIVITY: PERSONNEL  
 FUND 0165

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				1,000	1,000 *
TOTAL INCREASE IN DESIGNATIONS	*		424	424		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		424	424	1,000	1,000 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		1,224	772	1,000	1,000	1,000
TOTAL GENERAL REVENUES	*	1,224	772	1,000	1,000	1,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	1,800-	576-	576-	576-	*
TOTAL AVAILABLE FINANCING	**	576-	196	424	424	1,000 1,000 *
UNREIMBURSED COSTS	**	576	196-			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: CDBG TRUST 97 GRANTS DEPT 0-166  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0166

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53626 Interfund Transfer Out - EDBG		7,896	4,781	20,000	20,000	20,000	20,000
TOTAL OTHER CHARGES	*	7,896	4,781	20,000	20,000	20,000	20,000 *
TOTAL GROSS BUDGET	**	7,896	4,781	20,000	20,000	20,000	20,000 *
TOTAL NET BUDGET	**	7,896	4,781	20,000	20,000	20,000	20,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*						*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	7,896	4,781	20,000	20,000	20,000	20,000 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		6	6				
44109 Program Income-Principal				18,000	18,000	18,000	18,000
44110 Program Income-Interest		1,818	658	2,000	2,000	2,000	2,000
TOTAL GENERAL REVENUES	*	1,824	664	20,000	20,000	20,000	20,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	6,071	4,119				*
TOTAL AVAILABLE FINANCING	**	7,895	4,783	20,000	20,000	20,000	20,000 *
UNREIMBURSED COSTS	**	1	2-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: SUBSTNC ABUSE/CRIME PRVNT 2000 DEPT 0-170  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: POLICE PROTECTION FUND 0170

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	251,699		55,000	55,000	29,588	29,588
53619 Interfund Misc. Transfer	134,713	29,903	38,960	38,960		
TOTAL OTHER CHARGES	* 386,412	29,903	93,960	93,960	29,588	29,588 *
TOTAL GROSS BUDGET	** 386,412	29,903	93,960	93,960	29,588	29,588 *
TOTAL NET BUDGET	** 386,412	29,903	93,960	93,960	29,588	29,588 *
TOTAL APPROPRIATION FOR CONTINGENCY	*				4,673	4,673 *
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 386,412	29,903	93,960	93,960	34,261	34,261 *
USER PAY REVENUES						
47500 Other Revenue	7,611					
TOTAL USER PAY REVENUES	* 7,611					*
GOVERNMENTAL REVENUES						
45272 St Aid Proposition 36	312,538					
TOTAL GOVERNMENTAL REVENUES	* 312,538					*
GENERAL REVENUES						
43210 Other Court Fines		5,411				
44100 Interest Apportioned	8,673	1,616				
TOTAL GENERAL REVENUES	* 8,673	7,027				*
TOTAL CANCELLATION P/Y DESIGNATIONS	*		113,588	113,588	17,793	17,793 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 37,962	19,628-	19,628-	19,628-	16,468	16,468 *
TOTAL AVAILABLE FINANCING	** 366,784	12,601-	93,960	93,960	34,261	34,261 *
UNREIMBURSED COSTS	** 19,628	42,504				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9		C O U N T Y O F S U T T E R STATE OF CALIFORNIA BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11		UNIT TITLE: YOUTHFUL OFFENDER BLOCK GRANT FUNCTION: PUBLIC PROTECTION ACTIVITY: DETENTION AND CORRECTION			DEPT 0-176  FUND 0176
FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53661 Interfund Tran-Out - Probation		195,536		225,000	225,000	247,380	247,380
TOTAL OTHER CHARGES	*	195,536		225,000	225,000	247,380	247,380 *
TOTAL GROSS BUDGET	**	195,536		225,000	225,000	247,380	247,380 *
TOTAL NET BUDGET	**	195,536		225,000	225,000	247,380	247,380 *
TOTAL APPROPRIATION FOR CONTINGENCY	*					37,593	37,593 *
TOTAL INCREASE IN DESIGNATIONS	*			95,827	95,827		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	195,536		320,827	320,827	284,973	284,973 *
TOTAL USER PAY REVENUES	*						*
GOVERNMENTAL REVENUES							
45103 St Youthful Offender Block Grt		176,352	215,909	288,172	288,172	244,380	244,380
TOTAL GOVERNMENTAL REVENUES	*	176,352	215,909	288,172	288,172	244,380	244,380 *
GENERAL REVENUES							
44100 Interest Apportioned		4,014	1,579	6,000	6,000	3,000	3,000
44110 Program Income-Interest			640				
TOTAL GENERAL REVENUES	*	4,014	2,219	6,000	6,000	3,000	3,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*					106,765	106,765 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	41,825	26,655	26,655	26,655	69,172-	69,172-*
TOTAL AVAILABLE FINANCING	**	222,191	244,783	320,827	320,827	284,973	284,973 *
UNREIMBURSED COSTS	**	26,655-	244,783-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: BICYCLE HELMET SAFETY DEPT 0-178  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: HEALTH AND SANITATION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: AID PROGRAMS FUND 0178

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				736	736 *
TOTAL INCREASE IN DESIGNATIONS	*		969	969		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		969	969	736	736 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
43210 Other Court Fines		578	297	650	650	520
44100 Interest Apportioned		73	54	50	50	80
TOTAL GENERAL REVENUES	*	651	351	700	700	600 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	381-	269	269	269	136
TOTAL AVAILABLE FINANCING	**	270	620	969	969	736 *
UNREIMBURSED COSTS	**	270-	620-			*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: ST-CO PROPERTY TAX PROGRAM  
 FUNCTION: GENERAL  
 ACTIVITY: FINANCE  
 DEPT 0-181  
 FUND 0181

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev				25,000	25,000	131,450	131,450
TOTAL OTHER CHARGES	*			25,000	25,000	131,450	131,450 *
TOTAL GROSS BUDGET	**			25,000	25,000	131,450	131,450 *
TOTAL NET BUDGET	**			25,000	25,000	131,450	131,450 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			3,750	3,750		*
TOTAL INCREASE IN DESIGNATIONS	*			67,014	67,014		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**			95,764	95,764	131,450	131,450 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		10,764	6,783	15,000	15,000	8,000	8,000
TOTAL GENERAL REVENUES	*	10,764	6,783	15,000	15,000	8,000	8,000 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*			66,000	66,000	131,700	131,700 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	4,000	14,764	14,764	14,764	8,250-	8,250-*
TOTAL AVAILABLE FINANCING	**	14,764	21,547	95,764	95,764	131,450	131,450 *
UNREIMBURSED COSTS	**	14,764-	21,547-				*



STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: VISION RUN OUT DEPT 0-185  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: PERSONNEL FUND 0185

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				1,000	1,000 *
TOTAL INCREASE IN DESIGNATIONS	*		634	634		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		634	634	1,000	1,000 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		1,234	778	1,000	1,000	1,000
TOTAL GENERAL REVENUES	*	1,234	778	1,000	1,000	1,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	1,600-	366-	366-	366-	*
TOTAL AVAILABLE FINANCING	**	366-	412	634	634	1,000 1,000 *
UNREIMBURSED COSTS	**	366	412-			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: ROAD DEPARTMENT TRUST DEPT 0-189  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC WAYS AND FACILITIES  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: PUBLIC WAYS FUND 0189

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				7,318	7,318 *
TOTAL INCREASE IN DESIGNATIONS	*		3,318	3,318		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		3,318	3,318	7,318	7,318 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		6,317	4,161	6,000	6,000	5,000
TOTAL GENERAL REVENUES	*	6,317	4,161	6,000	6,000	5,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	9,000-	2,682-	2,682-	2,682-	2,318
TOTAL AVAILABLE FINANCING	**	2,683-	1,479	3,318	3,318	7,318 *
UNREIMBURSED COSTS	**	2,683	1,479-			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: DEVELP IMPCT FEE-PARK ACQ/DEV DEPT 0-196  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0196

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				359,559	359,559 *
TOTAL INCREASE IN DESIGNATIONS	*		4,339	4,339		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		4,339	4,339	359,559	359,559 *
USER PAY REVENUES						
42311 Development Impact Fees		2,975	1,900			
TOTAL USER PAY REVENUES	*	2,975	1,900			*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		8,989	5,709	9,500	9,500	7,500
TOTAL GENERAL REVENUES	*	8,989	5,709	9,500	9,500	7,500 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				351,809	351,809 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	17,125-	5,161-	5,161-	5,161-	250
TOTAL AVAILABLE FINANCING	**	5,161-	2,448	4,339	4,339	359,559
UNREIMBURSED COSTS	**	5,161	2,448-			*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9		C O U N T Y O F S U T T E R STATE OF CALIFORNIA BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11		UNIT TITLE: SHERIFF CIVIL FEES FUNCTION: PUBLIC PROTECTION ACTIVITY: POLICE PROTECTION		DEPT 0-210 FUND 0210	
FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		29,956		10,604	10,604	6,446	15,446
TOTAL OTHER CHARGES	*	29,956		10,604	10,604	6,446	15,446 *
TOTAL GROSS BUDGET	**	29,956		10,604	10,604	6,446	15,446 *
TOTAL NET BUDGET	**	29,956		10,604	10,604	6,446	15,446 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			1,591	1,591	18,093	9,093 *
TOTAL INCREASE IN DESIGNATIONS	*			3,371	3,371		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	29,956		15,566	15,566	24,539	24,539 *
USER PAY REVENUES							
46170 Civil Process Service		6,178	9,220	12,000	12,000	12,000	12,000
TOTAL USER PAY REVENUES	*	6,178	9,220	12,000	12,000	12,000	12,000 *
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		999	194	1,200	1,200	300	300
TOTAL GENERAL REVENUES	*	999	194	1,200	1,200	300	300 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*					10,944	10,944 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	25,144	2,366	2,366	2,366	1,295	1,295 *
TOTAL AVAILABLE FINANCING	**	32,321	11,780	15,566	15,566	24,539	24,539 *
UNREIMBURSED COSTS	**	2,365-	11,780-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: CANDIDATES' STATEMENTS ELECTINS DEPT 0-220  
 FUNCTION: GENERAL  
 ACTIVITY: ELECTIONS  
 FUND 0220

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		5,929		4,500	4,500	8,500	8,500
TOTAL OTHER CHARGES	*	5,929		4,500	4,500	8,500	8,500 *
TOTAL GROSS BUDGET	**	5,929		4,500	4,500	8,500	8,500 *
TOTAL NET BUDGET	**	5,929		4,500	4,500	8,500	8,500 *
TOTAL APPROPRIATION FOR CONTINGENCY	*						*
TOTAL REPAY OF ADVANCE	*	1,021		500	500	1,000	1,000 *
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	6,950		5,000	5,000	9,500	9,500 *
USER PAY REVENUES							
46127 Candidate Filing Fee		6,950	11,200	5,000	5,000	9,500	9,500
TOTAL USER PAY REVENUES	*	6,950	11,200	5,000	5,000	9,500	9,500 *
TOTAL GOVERNMENTAL REVENUES	*						*
TOTAL GENERAL REVENUES	*						*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*						*
TOTAL AVAILABLE FINANCING	**	6,950	11,200	5,000	5,000	9,500	9,500 *
UNREIMBURSED COSTS	**		11,200-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: SHERIFF ASSESSMENT FEES DEPT 0-225  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: POLICE PROTECTION FUND 0225

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev						14,000
TOTAL OTHER CHARGES	*					14,000 *
TOTAL GROSS BUDGET	**					14,000 *
TOTAL NET BUDGET	**					14,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*				167,320	153,320 *
TOTAL INCREASE IN DESIGNATIONS	*		30,027	30,027		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		30,027	30,027	167,320	167,320 *
USER PAY REVENUES						
46189 Sheriff Assessment Fees	5,980	16,200	16,000	16,000	16,000	16,000
TOTAL USER PAY REVENUES	* 5,980	16,200	16,000	16,000	16,000	16,000 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	3,337	2,204	3,500	3,500	3,500	3,500
TOTAL GENERAL REVENUES	* 3,337	2,204	3,500	3,500	3,500	3,500 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				147,820	147,820 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*		20,711	20,711		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 19,501-	10,184-	10,184-	10,184-		*
TOTAL AVAILABLE FINANCING	** 10,184-	8,220	30,027	30,027	167,320	167,320 *
UNREIMBURSED COSTS	** 10,184	8,220-				*

STATE CONTROLLER	C O U N T Y O F S U T T E R	UNIT TITLE: CMSP ELIGIBILITY COSTS				DEPT 0-229	
COUNTY BUDGET ACT	STATE OF CALIFORNIA	FUNCTION: HEALTH AND SANITATION					
(1985)	BUDGET UNIT FINANCING USES DETAIL	ACTIVITY: HEALTH				FUND 0229	
SCHEDULE 9	FOR FISCAL YEAR 2010-11						
		ACTUAL	ACTUAL	ADOPTED	ADJUSTED	DEPARTMENT	CAO
FINANCING USES CLASSIFICATION		EXPEND.	EXPEND.	BUDGET	BUDGET	REQUEST	RECOMMEND
		2008-09	4-30-10	2009-10	4-30-10	2010-11	2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		241,873	135,592	304,282	304,282	305,431	305,431
TOTAL OTHER CHARGES	*	241,873	135,592	304,282	304,282	305,431	305,431 *
TOTAL GROSS BUDGET	**	241,873	135,592	304,282	304,282	305,431	305,431 *
TOTAL NET BUDGET	**	241,873	135,592	304,282	304,282	305,431	305,431 *
TOTAL APPROPRIATION FOR CONTINGENCY	*					73,459	73,459 *
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	241,873	135,592	304,282	304,282	378,890	378,890 *
TOTAL USER PAY REVENUES	*						*
GOVERNMENTAL REVENUES							
45208 St CMSP Welfare		131,860	255,125	364,343	364,343	310,149	310,149
TOTAL GOVERNMENTAL REVENUES	*	131,860	255,125	364,343	364,343	310,149	310,149 *
TOTAL GENERAL REVENUES	*						*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	49,953	60,061-	60,061-	60,061-	68,741	68,741 *
TOTAL AVAILABLE FINANCING	**	181,813	195,064	304,282	304,282	378,890	378,890 *
UNREIMBURSED COSTS	**	60,060	59,472-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9		C O U N T Y O F S U T T E R STATE OF CALIFORNIA BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11		UNIT TITLE: WELFARE AP CHILD CARE ADV DOE DEPT 0-231			FUNCTION: PUBLIC ASSISTANCE ACTIVITY: AID PROGRAMS FUND 0231	
FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11	
SERVICES AND SUPPLIES								
52235 Child Care Development			16,712	61,012	61,012			
52237 Special Department Exp-Other						7,637	7,637	
TOTAL SERVICES AND SUPPLIES		*	16,712	61,012	61,012	7,637	7,637 *	
OTHER CHARGES								
53569 Interfund Trans Out-Spec Rev		39,619	6,055	15,300	15,300			
TOTAL OTHER CHARGES		* 39,619	6,055	15,300	15,300		*	
TOTAL GROSS BUDGET		** 39,619	22,767	76,312	76,312	7,637	7,637 *	
TOTAL NET BUDGET		** 39,619	22,767	76,312	76,312	7,637	7,637 *	
TOTAL APPROPRIATION FOR CONTINGENCY		*					*	
TOTAL INCREASES IN RESERVES		*					*	
TOTAL BUDGET		** 39,619	22,767	76,312	76,312	7,637	7,637 *	
USER PAY REVENUES								
46551 Interfund General Fund Cost				12,338	12,338			
TOTAL USER PAY REVENUES		*		12,338	12,338		*	
GOVERNMENTAL REVENUES								
45141 St Child Care Development		36,576	31,261	60,535	60,535			
TOTAL GOVERNMENTAL REVENUES		* 36,576	31,261	60,535	60,535		*	
GENERAL REVENUES								
44100 Interest Apportioned		365	108	80	80	80	80	
TOTAL GENERAL REVENUES		* 365	108	80	80	80	80 *	
TOTAL UNDESIGNATED FUND BALANCE 7/1		* 6,037	3,359	3,359	3,359	7,557	7,557 *	
TOTAL AVAILABLE FINANCING		** 42,978	34,728	76,312	76,312	7,637	7,637 *	
UNREIMBURSED COSTS		** 3,359-	11,961-				*	



STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: COUNTY RECORDER UPGRADING FEE DEPT 0-232  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: OTHER PROTECTION FUND 0232

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	333,409		367,612	367,612	106,900	106,900
TOTAL OTHER CHARGES	* 333,409		367,612	367,612	106,900	106,900 *
TOTAL GROSS BUDGET	** 333,409		367,612	367,612	106,900	106,900 *
TOTAL NET BUDGET	** 333,409		367,612	367,612	106,900	106,900 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		12,083	12,083	34,129	34,129 *
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 333,409		379,695	379,695	141,029	141,029 *
USER PAY REVENUES						
46209 County Recorder Upgrade System	89,676	68,311	100,000	100,000	82,000	82,000
TOTAL USER PAY REVENUES	* 89,676	68,311	100,000	100,000	82,000	82,000 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	15,937	5,146	15,000	15,000	3,700	3,700
TOTAL GENERAL REVENUES	* 15,937	5,146	15,000	15,000	3,700	3,700 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*		225,456	225,456	13,720	13,720 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 267,036	39,239	39,239	39,239	41,609	41,609 *
TOTAL AVAILABLE FINANCING	** 372,649	112,696	379,695	379,695	141,029	141,029 *
UNREIMBURSED COSTS	** 39,240-	112,696-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: AUTOMATED COUNTY WARRANT SYSTM DEPT 0-233  
 FUNCTION: GENERAL  
 ACTIVITY: FINANCE  
 FUND 0233

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				19,000	19,000 *
TOTAL INCREASE IN DESIGNATIONS	*		27,078	27,078		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		27,078	27,078	19,000	19,000 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
43210 Other Court Fines		27,078	18,262	15,000	15,000	15,000
TOTAL GENERAL REVENUES	*	27,078	18,262	15,000	15,000	15,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	15,000-	12,078	12,078	4,000	4,000 *
TOTAL AVAILABLE FINANCING	**	12,078	30,340	27,078	19,000	19,000 *
UNREIMBURSED COSTS	**	12,078-	30,340-			*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: MUSEUM FOUNTAIN TRUST DEPT 0-236  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: RECREATION & CULTURAL SERVICES  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: CULTURAL SERVICES FUND 0236

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev			250	250	250	250
TOTAL OTHER CHARGES	*		250	250	250	250 *
TOTAL GROSS BUDGET	**		250	250	250	250 *
TOTAL NET BUDGET	**		250	250	250	250 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		37	37		*
TOTAL INCREASE IN DESIGNATIONS	*		106	106		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		393	393	250	250 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		98	62			
TOTAL GENERAL REVENUES	*	98	62			*
TOTAL CANCELLATION P/Y DESIGNATIONS	*		45	45	151	151 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	250	348	348	99	99 *
TOTAL AVAILABLE FINANCING	**	348	410	393	250	250 *
UNREIMBURSED COSTS	**	348-	410-			*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: MICROGRAPHIC FEES RECORDER DEPT 0-237  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: OTHER PROTECTION FUND 0237

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		40,932		50,850	50,850	38,580	38,580
TOTAL OTHER CHARGES	*	40,932		50,850	50,850	38,580	38,580 *
TOTAL GROSS BUDGET	**	40,932		50,850	50,850	38,580	38,580 *
TOTAL NET BUDGET	**	40,932		50,850	50,850	38,580	38,580 *
TOTAL APPROPRIATION FOR CONTINGENCY	*						*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	40,932		50,850	50,850	38,580	38,580 *
USER PAY REVENUES							
46211 Recorder Micrographics		19,241	15,171	20,000	20,000	18,000	18,000
TOTAL USER PAY REVENUES	*	19,241	15,171	20,000	20,000	18,000	18,000 *
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		2,174	849	3,800	3,800	980	980
TOTAL GENERAL REVENUES	*	2,174	849	3,800	3,800	980	980 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*			29,117	29,117	17,271	17,271 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	17,450	2,067-	2,067-	2,067-	2,329	2,329 *
TOTAL AVAILABLE FINANCING	**	38,865	13,953	50,850	50,850	38,580	38,580 *
UNREIMBURSED COSTS	**	2,067	13,953-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: ORC COLLECTIONS  
 FUNCTION: GENERAL  
 ACTIVITY: FINANCE  
 DEPT 0-243  
 FUND 0243

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	7,406		9,860	9,860	16,500	16,500
TOTAL OTHER CHARGES	* 7,406		9,860	9,860	16,500	16,500 *
TOTAL GROSS BUDGET	** 7,406		9,860	9,860	16,500	16,500 *
TOTAL NET BUDGET	** 7,406		9,860	9,860	16,500	16,500 *
TOTAL APPROPRIATION FOR CONTINGENCY					2,013	2,013 *
TOTAL INCREASES IN RESERVES						*
TOTAL BUDGET	** 7,406		9,860	9,860	18,513	18,513 *
USER PAY REVENUES						
46206 ORC 10% Rebate Program	8,524	17,013	15,000	15,000	15,000	15,000
TOTAL USER PAY REVENUES	* 8,524	17,013	15,000	15,000	15,000	15,000 *
TOTAL GOVERNMENTAL REVENUES	*					*
TOTAL GENERAL REVENUES	*					*
TOTAL CANCELLATION P/Y DESIGNATIONS			1,336	1,336	1,500	1,500 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 7,594-	6,476-	6,476-	6,476-	2,013	2,013 *
TOTAL AVAILABLE FINANCING	** 930	10,537	9,860	9,860	18,513	18,513 *
UNREIMBURSED COSTS	** 6,476	10,537-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: CDBG TRUST 95 GRANTS DEPT 0-244  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0244

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53626 Interfund Transfer Out - EDBG		5,069	3,816	20,000	20,000	20,000	20,000
TOTAL OTHER CHARGES	*	5,069	3,816	20,000	20,000	20,000	20,000 *
TOTAL GROSS BUDGET	**	5,069	3,816	20,000	20,000	20,000	20,000 *
TOTAL NET BUDGET	**	5,069	3,816	20,000	20,000	20,000	20,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*						*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	5,069	3,816	20,000	20,000	20,000	20,000 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		3	3				
44109 Program Income-Principal				18,000	18,000	18,000	18,000
44110 Program Income-Interest		1,209	905	2,000	2,000	2,000	2,000
TOTAL GENERAL REVENUES	*	1,212	908	20,000	20,000	20,000	20,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	3,857	2,909				*
TOTAL AVAILABLE FINANCING	**	5,069	3,817	20,000	20,000	20,000	20,000 *
UNREIMBURSED COSTS	**		1-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: TOBACCO EDUCATION TRUST  
 FUNCTION: EDUCATION  
 ACTIVITY: HEALTH  
 DEPT 0-246  
 FUND 0246

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	141,717	111,950	160,000	160,000	150,000	150,000
TOTAL OTHER CHARGES	* 141,717	111,950	160,000	160,000	150,000	150,000 *
TOTAL GROSS BUDGET	** 141,717	111,950	160,000	160,000	150,000	150,000 *
TOTAL NET BUDGET	** 141,717	111,950	160,000	160,000	150,000	150,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		24,000	24,000	131,334	131,334 *
TOTAL INCREASE IN DESIGNATIONS	*		21,494	21,494		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 141,717	111,950	205,494	205,494	281,334	281,334 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45221 St Tobacco Control	187,500	150,000	150,000	150,000	150,000	150,000
TOTAL GOVERNMENTAL REVENUES	* 187,500	150,000	150,000	150,000	150,000	150,000 *
GENERAL REVENUES						
44100 Interest Apportioned	3,710	2,725	4,000	4,000	3,500	3,500
TOTAL GENERAL REVENUES	* 3,710	2,725	4,000	4,000	3,500	3,500 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*		6,000	6,000	104,134	104,134 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 4,000-	45,494	45,494	45,494	23,700	23,700 *
TOTAL AVAILABLE FINANCING	** 187,210	198,219	205,494	205,494	281,334	281,334 *
UNREIMBURSED COSTS	** 45,493-	86,269-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: LOCAL H & W TRUST-HEALTH DEPT 0-247  
 FUNCTION: HEALTH AND SANITATION  
 ACTIVITY: HEALTH FUND 0247

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53619 Interfund Misc. Transfer		410,204				
53649 Interfund MVIL Transfer	3,894,735	2,958,618	4,634,000	4,634,000	4,400,000	4,400,000
53680 Interfund Transfer Out	1,346,832	845,927	1,418,920	1,418,920	1,300,000	1,300,000
TOTAL OTHER CHARGES	* 5,241,567	4,214,749	6,052,920	6,052,920	5,700,000	5,700,000 *
TOTAL GROSS BUDGET	** 5,241,567	4,214,749	6,052,920	6,052,920	5,700,000	5,700,000 *
TOTAL NET BUDGET	** 5,241,567	4,214,749	6,052,920	6,052,920	5,700,000	5,700,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*					*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 5,241,567	4,214,749	6,052,920	6,052,920	5,700,000	5,700,000 *
USER PAY REVENUES						
46539 Interfund MVIL Transfer Health	3,894,735	3,368,822	4,634,000	4,634,000	4,400,000	4,400,000
TOTAL USER PAY REVENUES	* 3,894,735	3,368,822	4,634,000	4,634,000	4,400,000	4,400,000 *
GOVERNMENTAL REVENUES						
45252 St Contrib Fr H/W Hlth Subfd	1,346,832	845,927	1,418,920	1,418,920	1,300,000	1,300,000
TOTAL GOVERNMENTAL REVENUES	* 1,346,832	845,927	1,418,920	1,418,920	1,300,000	1,300,000 *
TOTAL GENERAL REVENUES	*					*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*					*
TOTAL AVAILABLE FINANCING	** 5,241,567	4,214,749	6,052,920	6,052,920	5,700,000	5,700,000 *
UNREIMBURSED COSTS	**					*



STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: LOCAL H & W TRUST-SOCIAL SRVS DEPT 0-248  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC ASSISTANCE  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: AID PROGRAMS FUND 0248

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53649 Interfund MVIL Transfer	187,963	136,994	188,480	188,480	175,000	175,000
53680 Interfund Transfer Out	2,516,322	1,658,498	5,143,056	5,143,056	5,295,802	5,295,802
TOTAL OTHER CHARGES	* 2,704,285	1,795,492	5,331,536	5,331,536	5,470,802	5,470,802 *
TOTAL GROSS BUDGET	** 2,704,285	1,795,492	5,331,536	5,331,536	5,470,802	5,470,802 *
TOTAL NET BUDGET	** 2,704,285	1,795,492	5,331,536	5,331,536	5,470,802	5,470,802 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		799,730	799,730	3,719,865	3,719,865 *
TOTAL INCREASE IN DESIGNATIONS	*		704,050	704,050		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 2,704,285	1,795,492	6,835,316	6,835,316	9,190,667	9,190,667 *
USER PAY REVENUES						
46548 Interfund MVIL Transfer Welfre	187,963	136,994	188,480	188,480	175,000	175,000
TOTAL USER PAY REVENUES	* 187,963	136,994	188,480	188,480	175,000	175,000 *
GOVERNMENTAL REVENUES						
45096 St Contr H/W Wlfr Sbfd-Stab	19,000	19,000				
45242 St Contrib Fr H/W Wlfr Sbfd	2,943,749	1,834,227	3,121,690	3,121,690	2,800,000	2,800,000
TOTAL GOVERNMENTAL REVENUES	* 2,962,749	1,853,227	3,121,690	3,121,690	2,800,000	2,800,000 *
TOTAL GENERAL REVENUES	*					*
TOTAL CANCELLATION P/Y DESIGNATIONS	*				5,737,627	5,737,627 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*		2,182,834	2,182,834		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 895,885	1,342,312	1,342,312	1,342,312	478,040	478,040 *
TOTAL AVAILABLE FINANCING	** 4,046,597	3,332,533	6,835,316	6,835,316	9,190,667	9,190,667 *
UNREIMBURSED COSTS	** 1,342,312-	1,537,041-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: LOCAL H & W TRUST-MENTAL HLTH DEPT 0-249  
 FUNCTION: HEALTH AND SANITATION  
 ACTIVITY: HEALTH  
 FUND 0249

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53649 Interfund MVIL Transfer	1,414,080	1,239,406	1,650,000	1,650,000	1,664,212	1,664,212
53680 Interfund Transfer Out	3,314,198	2,081,602	3,680,000	3,680,000	3,194,316	3,194,316
TOTAL OTHER CHARGES	* 4,728,278	3,321,008	5,330,000	5,330,000	4,858,528	4,858,528 *
TOTAL GROSS BUDGET	** 4,728,278	3,321,008	5,330,000	5,330,000	4,858,528	4,858,528 *
TOTAL NET BUDGET	** 4,728,278	3,321,008	5,330,000	5,330,000	4,858,528	4,858,528 *
TOTAL APPROPRIATION FOR CONTINGENCY	*					*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 4,728,278	3,321,008	5,330,000	5,330,000	4,858,528	4,858,528 *
USER PAY REVENUES						
46538 Interfund MVIL Transfer MH	1,414,080	1,239,406	1,650,000	1,650,000	1,664,212	1,664,212
TOTAL USER PAY REVENUES	* 1,414,080	1,239,406	1,650,000	1,650,000	1,664,212	1,664,212 *
GOVERNMENTAL REVENUES						
45213 St Alloc S/T MH Realign	3,314,198	2,081,602	3,680,000	3,680,000	3,194,316	3,194,316
TOTAL GOVERNMENTAL REVENUES	* 3,314,198	2,081,602	3,680,000	3,680,000	3,194,316	3,194,316 *
TOTAL GENERAL REVENUES	*					*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*					*
TOTAL AVAILABLE FINANCING	** 4,728,278	3,321,008	5,330,000	5,330,000	4,858,528	4,858,528 *
UNREIMBURSED COSTS	**					*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: RLF CDBG HOUSING REHABILITAIN DEPT 0-253  
 FUNCTION: GENERAL  
 ACTIVITY: AID PROGRAMS  
 FUND 0253

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
SERVICES AND SUPPLIES						
52180 Professional/Specialized Srvs					100,000	100,000
TOTAL SERVICES AND SUPPLIES	*				100,000	100,000 *
OTHER CHARGES						
53000 Other Charges		1,501				
TOTAL OTHER CHARGES	*	1,501				*
TOTAL GROSS BUDGET	**	1,501			100,000	100,000 *
TOTAL NET BUDGET	**	1,501			100,000	100,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*				6,122	6,122 *
TOTAL INCREASE IN DESIGNATIONS	*		3,890	3,890		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**	1,501	3,890	3,890	106,122	106,122 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45111 St Grant					100,000	100,000
TOTAL GOVERNMENTAL REVENUES	*				100,000	100,000 *
GENERAL REVENUES						
44100 Interest Apportioned		4,132	2,636	4,100	4,100	
TOTAL GENERAL REVENUES	*	4,132	2,636	4,100	4,100	*
TOTAL CANCELLATION P/Y DESIGNATIONS	*			3,301	3,301	*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	6,142-	2,684	3,511-	3,511-	6,122 6,122 *
TOTAL AVAILABLE FINANCING	**	2,010-	5,320	3,890	3,890	106,122 106,122 *
UNREIMBURSED COSTS	**	3,511	5,320-			*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: PLAN CHECK & INSPECTION FEES DEPT 0-255  
 FUNCTION: GENERAL  
 ACTIVITY: OTHER GENERAL FUND 0255

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53641 Interfund PW Admin Services		43,168		85,000	85,000	85,000	85,000
TOTAL OTHER CHARGES	*	43,168		85,000	85,000	85,000	85,000 *
TOTAL GROSS BUDGET	**	43,168		85,000	85,000	85,000	85,000 *
TOTAL NET BUDGET	**	43,168		85,000	85,000	85,000	85,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			12,750	12,750		*
TOTAL INCREASE IN DESIGNATIONS	*			28,627	28,627		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	43,168		126,377	126,377	85,000	85,000 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		7,545	4,084	1,500	1,500	4,000	4,000
TOTAL GENERAL REVENUES	*	7,545	4,084	1,500	1,500	4,000	4,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*			70,500	70,500	64,150	64,150 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	90,000	54,377	54,377	54,377	16,850	16,850 *
TOTAL AVAILABLE FINANCING	**	97,545	58,461	126,377	126,377	85,000	85,000 *
UNREIMBURSED COSTS	**	54,377-	58,461-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: MENTAL HEALTH ALCOHOL PROGRAM DEPT 0-257  
 FUNCTION: HEALTH AND SANITATION  
 ACTIVITY: HEALTH FUND 0257

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		3,026		15,000	15,000		
TOTAL OTHER CHARGES	*	3,026		15,000	15,000		*
TOTAL GROSS BUDGET	**	3,026		15,000	15,000		*
TOTAL NET BUDGET	**	3,026		15,000	15,000		*
TOTAL APPROPRIATION FOR CONTINGENCY	*			2,250	2,250	20,050	20,050 *
TOTAL INCREASE IN DESIGNATIONS	*			16,881	16,881		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	3,026		34,131	34,131	20,050	20,050 *
USER PAY REVENUES							
47500 Other Revenue		96					
TOTAL USER PAY REVENUES	*	96					*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
43210 Other Court Fines		17,131	8,539	10,000	10,000	11,000	11,000
44100 Interest Apportioned		3,180	2,189			3,000	3,000
TOTAL GENERAL REVENUES	*	20,311	10,728	10,000	10,000	14,000	14,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	6,750	24,131	24,131	24,131	6,050	6,050 *
TOTAL AVAILABLE FINANCING	**	27,157	34,859	34,131	34,131	20,050	20,050 *
UNREIMBURSED COSTS	**	24,131-	34,859-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: CJ FACILITIES CONSTRUCTION DEPT 0-262  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: JUDICIAL FUND 0262

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	192,548		1,183,788	1,183,788	792,510	792,510
TOTAL OTHER CHARGES	* 192,548		1,183,788	1,183,788	792,510	792,510 *
TOTAL GROSS BUDGET	** 192,548		1,183,788	1,183,788	792,510	792,510 *
TOTAL NET BUDGET	** 192,548		1,183,788	1,183,788	792,510	792,510 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		167,520	167,520	319,545	319,545 *
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 192,548		1,351,308	1,351,308	1,112,055	1,112,055 *
USER PAY REVENUES						
47500 Other Revenue	2,216		2,800	2,800		
TOTAL USER PAY REVENUES	* 2,216		2,800	2,800		*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
43210 Other Court Fines	309,430	196,105	300,000	300,000	225,000	225,000
44100 Interest Apportioned	40,096	26,266	25,000	25,000	25,000	25,000
TOTAL GENERAL REVENUES	* 349,526	222,371	325,000	325,000	250,000	250,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*		295,814	295,814		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 568,500	727,694	727,694	727,694	862,055	862,055 *
TOTAL AVAILABLE FINANCING	** 920,242	950,065	1,351,308	1,351,308	1,112,055	1,112,055 *
UNREIMBURSED COSTS	** 727,694-	950,065-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: LOCAL ANTI-DRUG PROGRAMS DEPT 0-264  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: DETENTION AND CORRECTION FUND 0264

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev						20,000
TOTAL OTHER CHARGES	*					20,000 *
TOTAL GROSS BUDGET	**					20,000 *
TOTAL NET BUDGET	**					20,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*				61,843	41,843 *
TOTAL INCREASE IN DESIGNATIONS	*		10,237	10,237		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		10,237	10,237	61,843	61,843 *
USER PAY REVENUES						
47522 DA Asset Forfeiture	4,262	1,484	2,000	2,000	1,500	1,500
TOTAL USER PAY REVENUES	* 4,262	1,484	2,000	2,000	1,500	1,500 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	1,411	942	1,200	1,200	1,400	1,400
TOTAL GENERAL REVENUES	* 1,411	942	1,200	1,200	1,400	1,400 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				58,943	58,943 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*		3,664	3,664		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 2,300-	3,373	3,373	3,373		*
TOTAL AVAILABLE FINANCING	** 3,373	5,799	10,237	10,237	61,843	61,843 *
UNREIMBURSED COSTS	** 3,373-	5,799-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: COUNTY EXHIBIT TRUST  
 FUNCTION: RECREATION & CULTURAL SERVICES  
 ACTIVITY: CULTURAL SERVICES  
 DEPT 0-265  
 FUND 0265

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		10,000		10,000	10,000	2,000	2,000
TOTAL OTHER CHARGES	*	10,000		10,000	10,000	2,000	2,000 *
TOTAL GROSS BUDGET	**	10,000		10,000	10,000	2,000	2,000 *
TOTAL NET BUDGET	**	10,000		10,000	10,000	2,000	2,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			25	25		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	10,000		10,025	10,025	2,000	2,000 *
USER PAY REVENUES							
47500 Other Revenue		5,959	7,486	5,500	5,500		
TOTAL USER PAY REVENUES	*	5,959	7,486	5,500	5,500		*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		325	157	315	315	124	124
TOTAL GENERAL REVENUES	*	325	157	315	315	124	124 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*			6,326	6,326		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	1,600	2,116-	2,116-	2,116-	1,876	1,876 *
TOTAL AVAILABLE FINANCING	**	7,884	5,527	10,025	10,025	2,000	2,000 *
UNREIMBURSED COSTS	**	2,116	5,527-				*



STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: COMM SVC-SMIP DEPT 0-266  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER PROTECTION FUND 0266

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev			1,050	1,050		
TOTAL OTHER CHARGES	*		1,050	1,050		*
TOTAL GROSS BUDGET	**		1,050	1,050		*
TOTAL NET BUDGET	**		1,050	1,050		*
TOTAL APPROPRIATION FOR CONTINGENCY	*		157	157	8,009	8,009 *
TOTAL INCREASE IN DESIGNATIONS	*		1,765	1,765		*
TOTAL INCREASES IN RESERVES	*				937	937 *
TOTAL BUDGET	**		2,972	2,972	8,946	8,946 *
USER PAY REVENUES						
42700 Admin Fees-from other Agencies	151	71	50	50	100	100
47500 Other Revenue	889					
TOTAL USER PAY REVENUES	* 1,040	71	50	50	100	100 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	195	125	200	200	150	150
TOTAL GENERAL REVENUES	* 195	125	200	200	150	150 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				7,489	7,489 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*		937	937		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 550	1,785	1,785	1,785	1,207	1,207 *
TOTAL AVAILABLE FINANCING	** 1,785	1,981	2,972	2,972	8,946	8,946 *
UNREIMBURSED COSTS	** 1,785-	1,981-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: CHILD ABUSE TRUST  
 FUNCTION: HEALTH AND SANITATION  
 ACTIVITY: HEALTH  
 DEPT 0-267  
 FUND 0267

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	161,190	151	130,317	130,317	112,185	112,185
TOTAL OTHER CHARGES	* 161,190	151	130,317	130,317	112,185	112,185 *
TOTAL GROSS BUDGET	** 161,190	151	130,317	130,317	112,185	112,185 *
TOTAL NET BUDGET	** 161,190	151	130,317	130,317	112,185	112,185 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		19,547	19,547	166,245	166,245 *
TOTAL INCREASE IN DESIGNATIONS	*		92,999	92,999		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 161,190	151	242,863	242,863	278,430	278,430 *
USER PAY REVENUES						
47500 Other Revenue	23,648	18,000	24,000	24,000	22,000	22,000
TOTAL USER PAY REVENUES	* 23,648	18,000	24,000	24,000	22,000	22,000 *
GOVERNMENTAL REVENUES						
45104 St Child Abuse Trust	146,300	67,321	82,800	82,800	96,264	96,264
TOTAL GOVERNMENTAL REVENUES	* 146,300	67,321	82,800	82,800	96,264	96,264 *
GENERAL REVENUES						
44100 Interest Apportioned	4,011	2,718	2,300	2,300	2,200	2,200
TOTAL GENERAL REVENUES	* 4,011	2,718	2,300	2,300	2,200	2,200 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				108,923	108,923 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 120,993	133,763	133,763	133,763	49,043	49,043 *
TOTAL AVAILABLE FINANCING	** 294,952	221,802	242,863	242,863	278,430	278,430 *
UNREIMBURSED COSTS	** 133,762-	221,651-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: WRAP AROUND SPECIAL REV FUND DEPT 0-270  
 FUNCTION: PUBLIC ASSISTANCE  
 ACTIVITY: AID PROGRAMS FUND 0270

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53617 Interfund Trans Out-Pymt MH		2,475	92,688	92,688	99,828	99,828
53618 Interfund Trans Out-Pymt Prob			92,688	92,688		
53621 Interfund Trans Out-Pymt Welf			92,688	92,688		
TOTAL OTHER CHARGES	*	2,475	278,064	278,064	99,828	99,828 *
TOTAL GROSS BUDGET	**	2,475	278,064	278,064	99,828	99,828 *
TOTAL NET BUDGET	**	2,475	278,064	278,064	99,828	99,828 *
TOTAL APPROPRIATION FOR CONTINGENCY	*				381,426	381,426 *
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**	2,475	278,064	278,064	481,254	481,254 *
USER PAY REVENUES						
46507 Interfund Trans In-Foster Care		55,198	278,064	278,064	399,312	399,312
TOTAL USER PAY REVENUES	*	55,198	278,064	278,064	399,312	399,312 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		487			4,000	4,000
TOTAL GENERAL REVENUES	*	487			4,000	4,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*				77,942	77,942 *
TOTAL AVAILABLE FINANCING	**	55,685	278,064	278,064	481,254	481,254 *
UNREIMBURSED COSTS	**	53,210-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: COURTHOUSE CONSTRUCTION DEPT 0-275  
 FUNCTION: PUBLIC WAYS AND FACILITIES  
 ACTIVITY: JUDICIAL FUND 0275

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53224 Court Facilities Payment	736,735					
TOTAL OTHER CHARGES	* 736,735					*
TOTAL GROSS BUDGET	** 736,735					*
TOTAL NET BUDGET	** 736,735					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				6,265	6,265 *
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 736,735				6,265	6,265 *
USER PAY REVENUES						
47500 Other Revenue	1,329	30-				
TOTAL USER PAY REVENUES	* 1,329	30-				*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
43210 Other Court Fines	79,391	8,705-				
44100 Interest Apportioned	18,879	13,032				
TOTAL GENERAL REVENUES	* 98,270	4,327				*
TOTAL CANCELLATION P/Y DESIGNATIONS	*		714,136	714,136		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 77,000-	714,136-	714,136-	714,136-	6,265	6,265 *
TOTAL AVAILABLE FINANCING	** 22,599	709,839-			6,265	6,265 *
UNREIMBURSED COSTS	** 714,136	709,839				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: ANIMAL CONTROL SPAY/NEUTER DEP DEPT 0-276  
 FUNCTION: GENERAL  
 ACTIVITY: OTHER GENERAL  
 FUND 0276

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev				15,000	15,000	17,000	17,000
53680 Interfund Transfer Out		14,120	11,100				
TOTAL OTHER CHARGES	*	14,120	11,100	15,000	15,000	17,000	17,000 *
TOTAL GROSS BUDGET	**	14,120	11,100	15,000	15,000	17,000	17,000 *
TOTAL NET BUDGET	**	14,120	11,100	15,000	15,000	17,000	17,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*					181,027	181,027 *
TOTAL INCREASE IN DESIGNATIONS	*			7,460	7,460		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	14,120	11,100	22,460	22,460	198,027	198,027 *
USER PAY REVENUES							
46148 Spay/Neuter Fines		6,006	5,897	5,000	5,000	6,000	6,000
46196 SND Deposit Forfeitures		15,660	12,680	12,000	12,000	13,000	13,000
TOTAL USER PAY REVENUES	*	21,666	18,577	17,000	17,000	19,000	19,000 *
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
43210 Other Court Fines		252	278				
44100 Interest Apportioned		4,562	2,966	4,500	4,500	3,900	3,900
TOTAL GENERAL REVENUES	*	4,814	3,244	4,500	4,500	3,900	3,900 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*					173,542	173,542 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	11,400-	960	960	960	1,585	1,585 *
TOTAL AVAILABLE FINANCING	**	15,080	22,781	22,460	22,460	198,027	198,027 *
UNREIMBURSED COSTS	**	960-	11,681-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: CRIMINAL LAB ANALYSIS FEE  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: POLICE PROTECTION  
 DEPT 0-279  
 FUND 0279

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53201 Contribution to Other-State		3,495	2,434	3,000	3,000	3,000	3,000
53569 Interfund Trans Out-Spec Rev				1,000	1,000	1,000	1,000
TOTAL OTHER CHARGES	*	3,495	2,434	4,000	4,000	4,000	4,000 *
TOTAL GROSS BUDGET	**	3,495	2,434	4,000	4,000	4,000	4,000 *
TOTAL NET BUDGET	**	3,495	2,434	4,000	4,000	4,000	4,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*						*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	3,495	2,434	4,000	4,000	4,000	4,000 *
TOTAL USER PAY REVENUES	*						*
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
43210 Other Court Fines		3,495	2,562	4,000	4,000	4,000	4,000
TOTAL GENERAL REVENUES	*	3,495	2,562	4,000	4,000	4,000	4,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*						*
TOTAL AVAILABLE FINANCING	**	3,495	2,562	4,000	4,000	4,000	4,000 *
UNREIMBURSED COSTS	**		128-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: SOCIAL SECURITY TRUNCATION PGM DEPT 0-280  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: OTHER PROTECTION FUND 0280

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		8,107		10,000	10,000	20,000	20,000
TOTAL OTHER CHARGES	*	8,107		10,000	10,000	20,000	20,000 *
TOTAL GROSS BUDGET	**	8,107		10,000	10,000	20,000	20,000 *
TOTAL NET BUDGET	**	8,107		10,000	10,000	20,000	20,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*					21,478	21,478 *
TOTAL INCREASE IN DESIGNATIONS	*			11,656	11,656		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	8,107		21,656	21,656	41,478	41,478 *
USER PAY REVENUES							
46201 Truncation Project Fees		19,198	15,167	20,000	20,000	18,000	18,000
TOTAL USER PAY REVENUES	*	19,198	15,167	20,000	20,000	18,000	18,000 *
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		265	328	300	300	425	425
TOTAL GENERAL REVENUES	*	265	328	300	300	425	425 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*					23,228	23,228 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	10,000-	1,356	1,356	1,356	175-	175-*
TOTAL AVAILABLE FINANCING	**	9,463	16,851	21,656	21,656	41,478	41,478 *
UNREIMBURSED COSTS	**	1,356-	16,851-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: PUBLIC SAFETY AUGMENTATION DEPT 0-282  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: POLICE PROTECTION FUND 0282

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53200 Contribution to Other Agencies	5	6				
53217 Contrib Oth Agency Yuba City	63	83				
53569 Interfund Trans Out-Spec Rev	5,950,270	3,945,714	6,000,000	6,000,000	5,250,000	5,250,000
TOTAL OTHER CHARGES	* 5,950,338	3,945,803	6,000,000	6,000,000	5,250,000	5,250,000 *
TOTAL GROSS BUDGET	** 5,950,338	3,945,803	6,000,000	6,000,000	5,250,000	5,250,000 *
TOTAL NET BUDGET	** 5,950,338	3,945,803	6,000,000	6,000,000	5,250,000	5,250,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		213	213		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 5,950,338	3,945,803	6,000,213	6,000,213	5,250,000	5,250,000 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45155 St Contribution PSAF, Prop 172	5,949,010	3,944,051	6,000,000	6,000,000	5,250,000	5,250,000
TOTAL GOVERNMENTAL REVENUES	* 5,949,010	3,944,051	6,000,000	6,000,000	5,250,000	5,250,000 *
GENERAL REVENUES						
44100 Interest Apportioned	1,541	1,539				
TOTAL GENERAL REVENUES	* 1,541	1,539				*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	213	213	213		*
TOTAL AVAILABLE FINANCING	** 5,950,551	3,945,803	6,000,213	6,000,213	5,250,000	5,250,000 *
UNREIMBURSED COSTS	** 213-					*



STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: CDBG HOUSING REHAB 04-STBG1979 DEPT 0-284  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0284

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
SERVICES AND SUPPLIES						
52180 Professional/Specialized Srvs	344,697	309,921	472,300	472,300	185,825	185,825
52257 General Administration	34,115	24,381	31,400	31,400	35,000	35,000
52258 Activity Delivery	71,604	51,850	101,800	101,800	70,000	70,000
TOTAL SERVICES AND SUPPLIES	* 450,416	386,152	605,500	605,500	290,825	290,825 *
TOTAL GROSS BUDGET	** 450,416	386,152	605,500	605,500	290,825	290,825 *
TOTAL NET BUDGET	** 450,416	386,152	605,500	605,500	290,825	290,825 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		90,825	90,825		*
TOTAL INCREASE IN DESIGNATIONS	*		146,894	146,894		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 450,416	386,152	843,219	843,219	290,825	290,825 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45111 St Grant	600,873	251,298	605,500	605,500	200,000	200,000
TOTAL GOVERNMENTAL REVENUES	* 600,873	251,298	605,500	605,500	200,000	200,000 *
GENERAL REVENUES						
44100 Interest Apportioned	2,456	2,067	2,400	2,400		
TOTAL GENERAL REVENUES	* 2,456	2,067	2,400	2,400		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 82,407	200,745	235,319	235,319	90,825	90,825 *
TOTAL AVAILABLE FINANCING	** 685,736	454,110	843,219	843,219	290,825	290,825 *
UNREIMBURSED COSTS	** 235,320-	67,958-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: SHERIFF ASSET SEIZURE  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: POLICE PROTECTION  
 DEPT 0-286  
 FUND 0286

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				10,307	10,307 *
TOTAL INCREASE IN DESIGNATIONS	*		677	677		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		677	677	10,307	10,307 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		257	162	325	325	220
TOTAL GENERAL REVENUES	*	257	162	325	325	220 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				10,087	10,087 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*			295	295	*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	200-	57	57	57	*
TOTAL AVAILABLE FINANCING	**	57	219	677	677	10,307 *
UNREIMBURSED COSTS	**	57-	219-			*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: VITAL/STATISTICS TRUST-HEALTH DEPT 0-287  
 FUNCTION: HEALTH AND SANITATION  
 ACTIVITY: HEALTH FUND 0287

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		8,938		5,000	5,000	5,000	5,000
TOTAL OTHER CHARGES	*	8,938		5,000	5,000	5,000	5,000 *
TOTAL GROSS BUDGET	**	8,938		5,000	5,000	5,000	5,000 *
TOTAL NET BUDGET	**	8,938		5,000	5,000	5,000	5,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*					3,000	3,000 *
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	8,938		5,000	5,000	8,000	8,000 *
USER PAY REVENUES							
47500 Other Revenue		7,271	6,212	7,000	7,000	7,000	7,000
TOTAL USER PAY REVENUES	*	7,271	6,212	7,000	7,000	7,000	7,000 *
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		1,134	677	900	900	900	900
TOTAL GENERAL REVENUES	*	1,134	677	900	900	900	900 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*			1,634	1,634		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	4,001-	4,534-	4,534-	4,534-	100	100 *
TOTAL AVAILABLE FINANCING	**	4,404	2,355	5,000	5,000	8,000	8,000 *
UNREIMBURSED COSTS	**	4,534	2,355-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: VITAL/STATISTICS TRUST-RECORDE DEPT 0-288  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: OTHER PROTECTION FUND 0288

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev	1,673		62,564	62,564	60,200	60,200
TOTAL OTHER CHARGES	* 1,673		62,564	62,564	60,200	60,200 *
TOTAL GROSS BUDGET	** 1,673		62,564	62,564	60,200	60,200 *
TOTAL NET BUDGET	** 1,673		62,564	62,564	60,200	60,200 *
TOTAL APPROPRIATION FOR CONTINGENCY	*		4,279	4,279	94,191	94,191 *
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 1,673		66,843	66,843	154,391	154,391 *
USER PAY REVENUES						
46208 Vital Records Improve Project	12,338	9,376	13,000	13,000	11,000	11,000
TOTAL USER PAY REVENUES	* 12,338	9,376	13,000	13,000	11,000	11,000 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	4,161	2,757	6,340	6,340	3,400	3,400
TOTAL GENERAL REVENUES	* 4,161	2,757	6,340	6,340	3,400	3,400 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*		30,636	30,636	114,192	114,192 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*		10,168	10,168		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 8,128-	6,699	6,699	6,699	25,799	25,799 *
TOTAL AVAILABLE FINANCING	** 8,371	18,832	66,843	66,843	154,391	154,391 *
UNREIMBURSED COSTS	** 6,698-	18,832-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: CDBG RLF TRUST DEPT 0-289  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: GENERAL  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: OTHER GENERAL FUND 0289

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
SERVICES AND SUPPLIES						
52113 Gen Admin-Maint, Repair, Supp	4,244	4,977	10,000	10,000	10,000	10,000
52114 Act Del-Maint, Repair, Supp	616	255	10,000	10,000	5,000	5,000
52257 General Administration	65,010	56,540	75,000	75,000	80,000	80,000
52258 Activity Delivery	53,020	4,675	15,000	15,000	15,000	15,000
TOTAL SERVICES AND SUPPLIES	* 122,890	66,447	110,000	110,000	110,000	110,000 *
OTHER CHARGES						
53200 Contribution to Other Agencies	85,000					
TOTAL OTHER CHARGES	* 85,000					*
TOTAL GROSS BUDGET	** 207,890	66,447	110,000	110,000	110,000	110,000 *
TOTAL NET BUDGET	** 207,890	66,447	110,000	110,000	110,000	110,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*				845,000	845,000 *
TOTAL INCREASE IN DESIGNATIONS	*		268,369	268,369		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 207,890	66,447	378,369	378,369	955,000	955,000 *
USER PAY REVENUES						
46524 Interfund Transfer In - EDBG	146,129	84,185	187,000	187,000	190,000	190,000
TOTAL USER PAY REVENUES	* 146,129	84,185	187,000	187,000	190,000	190,000 *
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	34,274	14,555	35,000	35,000	30,000	30,000
44109 Program Income-Principal			10,000	10,000	10,000	10,000
44110 Program Income-Interest	14,474	18,038	20,000	20,000	25,000	25,000
TOTAL GENERAL REVENUES	* 48,748	32,593	65,000	65,000	65,000	65,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*		366,182	366,182	700,000	700,000 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 226,801-	762,722-	239,813-	239,813-		*
TOTAL AVAILABLE FINANCING	** 31,924-	645,944-	378,369	378,369	955,000	955,000 *
UNREIMBURSED COSTS	** 239,814	712,391				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: DA ASSET FORFEITURE TRUST  
 FUNCTION: PUBLIC PROTECTION  
 ACTIVITY: JUDICIAL  
 DEPT 0-293  
 FUND 0293

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev				5,000	5,000		32,000
TOTAL OTHER CHARGES	*			5,000	5,000		32,000 *
TOTAL GROSS BUDGET	**			5,000	5,000		32,000 *
TOTAL NET BUDGET	**			5,000	5,000		32,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*			750	750	96,027	64,027 *
TOTAL INCREASE IN DESIGNATIONS	*			14,911	14,911		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**			20,661	20,661	96,027	96,027 *
USER PAY REVENUES							
47522 DA Asset Forfeiture		4,371	1,522	2,500	2,500	1,500	1,500
TOTAL USER PAY REVENUES	*	4,371	1,522	2,500	2,500	1,500	1,500 *
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		2,303	1,505	2,000	2,000	1,300	1,300
TOTAL GENERAL REVENUES	*	2,303	1,505	2,000	2,000	1,300	1,300 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*					88,377	88,377 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*			12,987	12,987		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	3,500-	3,174	3,174	3,174	4,850	4,850 *
TOTAL AVAILABLE FINANCING	**	3,174	6,201	20,661	20,661	96,027	96,027 *
UNREIMBURSED COSTS	**	3,174-	6,201-				*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: INDIGENT BURIALS TRUST  
 FUNCTION: PUBLIC ASSISTANCE  
 ACTIVITY: AID PROGRAMS  
 DEPT 0-295  
 FUND 0295

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev		1,143	928	1,350	1,350	1,350	1,350
TOTAL OTHER CHARGES	*	1,143	928	1,350	1,350	1,350	1,350 *
TOTAL GROSS BUDGET	**	1,143	928	1,350	1,350	1,350	1,350 *
TOTAL NET BUDGET	**	1,143	928	1,350	1,350	1,350	1,350 *
TOTAL APPROPRIATION FOR CONTINGENCY	*						*
TOTAL INCREASE IN DESIGNATIONS	*			40	40		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	1,143	928	1,390	1,390	1,350	1,350 *
USER PAY REVENUES							
42400 Burial Permit Fees		1,168	1,022	1,285	1,285	1,195	1,195
TOTAL USER PAY REVENUES	*	1,168	1,022	1,285	1,285	1,195	1,195 *
TOTAL GOVERNMENTAL REVENUES	*						*
GENERAL REVENUES							
44100 Interest Apportioned		15	6	5	5	5	5
TOTAL GENERAL REVENUES	*	15	6	5	5	5	5 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*					90	90 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	60	100	100	100	60	60 *
TOTAL AVAILABLE FINANCING	**	1,243	1,128	1,390	1,390	1,350	1,350 *
UNREIMBURSED COSTS	**	100-	200-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: CHILD PASSENGER RESTRAINT-HLTH DEPT 0-298  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC ASSISTANCE  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: AID PROGRAMS FUND 0298

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
TOTAL GROSS BUDGET	**					*
TOTAL NET BUDGET	**					*
TOTAL APPROPRIATION FOR CONTINGENCY	*				63,480	63,480 *
TOTAL INCREASE IN DESIGNATIONS	*		4,937	4,937		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		4,937	4,937	63,480	63,480 *
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
43210 Other Court Fines		4,159	1,924	3,500	2,500	2,500
44100 Interest Apportioned		1,377	924	1,400	1,200	1,200
TOTAL GENERAL REVENUES	*	5,536	2,848	4,900	3,700	3,700 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				59,780	59,780 *
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	5,500-	37	37	37	*
TOTAL AVAILABLE FINANCING	**	36	2,885	4,937	4,937	63,480
UNREIMBURSED COSTS	**	36-	2,885-			*



STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: DNA ID PROP 69 - LOCAL  
 FUNCTION: ACTIVITY:  
 DEPT 0-300  
 FUND 0300

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev					9,000	9,000
TOTAL OTHER CHARGES	*				9,000	9,000 *
TOTAL GROSS BUDGET	**				9,000	9,000 *
TOTAL NET BUDGET	**				9,000	9,000 *
TOTAL APPROPRIATION FOR CONTINGENCY	*				282,869	282,869 *
TOTAL INCREASE IN DESIGNATIONS	*		204,040	204,040		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**		204,040	204,040	291,869	291,869 *
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
43208 Other Court Fines Superior Crt			35,000	35,000		
TOTAL GOVERNMENTAL REVENUES	*		35,000	35,000		*
GENERAL REVENUES						
43210 Other Court Fines	22,045	38,335	46,500	46,500	30,000	30,000
44100 Interest Apportioned	5,264	3,080	7,000	7,000	4,000	4,000
TOTAL GENERAL REVENUES	* 27,309	41,415	53,500	53,500	34,000	34,000 *
TOTAL CANCELLATION P/Y DESIGNATIONS	*				257,869	257,869 *
TOTAL CANCELLATION OF PRIOR YR RESERVES	*		150,531	150,531		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 62,300-	34,991-	34,991-	34,991-		*
TOTAL AVAILABLE FINANCING	** 34,991-	6,424	204,040	204,040	291,869	291,869 *
UNREIMBURSED COSTS	** 34,991	6,424-				*

# Non-Appropriation Budget Units

## SECTION I

The following budget units have no appropriations anticipated for the coming year. A Schedule 9 appears on the following pages for each of these budget units, but a budget narrative is not included.

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: EMSA DEPT 0-114  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: HEALTH AND SANITATION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: HOSPITAL CARE FUND 0114

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53201 Contribution to Other-State		26,883				
TOTAL OTHER CHARGES	*	26,883				*
TOTAL GROSS BUDGET	**	26,883				*
TOTAL NET BUDGET	**	26,883				*
TOTAL APPROPRIATION FOR CONTINGENCY	*					*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**	26,883				*
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned		570				
TOTAL GENERAL REVENUES	*	570				*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	26,313				*
TOTAL AVAILABLE FINANCING	**	26,883				*
UNREIMBURSED COSTS	**					*

STATE CONTROLLER COUNTY BUDGET ACT (1985) SCHEDULE 9  
 COUNTY OF SUTTER STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING USES DETAIL FOR FISCAL YEAR 2010-11  
 UNIT TITLE: WELFARE INCENTIVE FUND  
 FUNCTION: PUBLIC ASSISTANCE  
 ACTIVITY: AID PROGRAMS  
 DEPT 0-131  
 FUND 0131

FINANCING USES CLASSIFICATION		ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES							
53569 Interfund Trans Out-Spec Rev				7,185	7,185		
53680 Interfund Transfer Out		4,799					
TOTAL OTHER CHARGES	*	4,799		7,185	7,185		*
TOTAL GROSS BUDGET	**	4,799		7,185	7,185		*
TOTAL NET BUDGET	**	4,799		7,185	7,185		*
TOTAL APPROPRIATION FOR CONTINGENCY	*			83	83		*
TOTAL INCREASES IN RESERVES	*						*
TOTAL BUDGET	**	4,799		7,268	7,268		*
TOTAL USER PAY REVENUES	*						*
GOVERNMENTAL REVENUES							
45138 St Calworks Incentive Funds		4,799					
TOTAL GOVERNMENTAL REVENUES	*	4,799					*
GENERAL REVENUES							
44100 Interest Apportioned		189	119	106	106		
TOTAL GENERAL REVENUES	*	189	119	106	106		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*	6,973	7,162	7,162	7,162		*
TOTAL AVAILABLE FINANCING	**	11,961	7,281	7,268	7,268		*
UNREIMBURSED COSTS	**	7,162-	7,281-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: COPS 2007-2008 DEPT 0-142  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: POLICE PROTECTION FUND 0142

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53661 Interfund Tran-Out - Probation	76,914					
53662 Interfund Tran-Out - Sheriff	79,679					
53663 Interfund Tran-Out - Jail	4,684					
TOTAL OTHER CHARGES	* 161,277					*
TOTAL GROSS BUDGET	** 161,277					*
TOTAL NET BUDGET	** 161,277					*
TOTAL APPROPRIATION FOR CONTINGENCY	*					*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 161,277					*
TOTAL USER PAY REVENUES	*					*
TOTAL GOVERNMENTAL REVENUES	*					*
GENERAL REVENUES						
44100 Interest Apportioned	3,812	283				
TOTAL GENERAL REVENUES	* 3,812	283				*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 157,466					*
TOTAL AVAILABLE FINANCING	** 161,278	283				*
UNREIMBURSED COSTS	** 1-	283-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: COPS 2008-2009 DEPT 0-149  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: PUBLIC PROTECTION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: POLICE PROTECTION FUND 0149

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53661 Interfund Tran-Out - Probation	158,250	34,465		36,000		
53662 Interfund Tran-Out - Sheriff	31,198			68,891		
53663 Interfund Tran-Out - Jail	17,572			2,335		
53664 Interfund Tran-Out - D.A.	19,906					
TOTAL OTHER CHARGES	* 226,926	34,465		107,226		*
TOTAL GROSS BUDGET	** 226,926	34,465		107,226		*
TOTAL NET BUDGET	** 226,926	34,465		107,226		*
TOTAL APPROPRIATION FOR CONTINGENCY	*					*
TOTAL INCREASE IN DESIGNATIONS	*		60,342	60,342		*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	** 226,926	34,465	60,342	167,568		*
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45260 St Supp Law Enforcement COPS	329,230					
TOTAL GOVERNMENTAL REVENUES	* 329,230					*
GENERAL REVENUES						
44100 Interest Apportioned	2,867	1,991		2,054		
TOTAL GENERAL REVENUES	* 2,867	1,991		2,054		*
TOTAL CANCELLATION P/Y DESIGNATIONS	*			105,172		*
TOTAL UNDESIGNATED FUND BALANCE 7/1	* 44,830-	60,342	60,342	60,342		*
TOTAL AVAILABLE FINANCING	** 287,267	62,333	60,342	167,568		*
UNREIMBURSED COSTS	** 60,341-	27,868-				*

STATE CONTROLLER COUNTY OF SUTTER UNIT TITLE: H1N1 INFLUENZA DEPT 0-297  
 COUNTY BUDGET ACT STATE OF CALIFORNIA  
 (1985) BUDGET UNIT FINANCING USES DETAIL FUNCTION: HEALTH AND SANITATION  
 SCHEDULE 9 FOR FISCAL YEAR 2010-11 ACTIVITY: HEALTH FUND 0297

FINANCING USES CLASSIFICATION	ACTUAL EXPEND. 2008-09	ACTUAL EXPEND. 4-30-10	ADOPTED BUDGET 2009-10	ADJUSTED BUDGET 4-30-10	DEPARTMENT REQUEST 2010-11	CAO RECOMMEND 2010-11
OTHER CHARGES						
53569 Interfund Trans Out-Spec Rev		39,021		340,775		
53628 Interfund Admin - Misc Depts				11,854		
TOTAL OTHER CHARGES	*	39,021		352,629		*
TOTAL GROSS BUDGET	**	39,021		352,629		*
TOTAL NET BUDGET	**	39,021		352,629		*
TOTAL APPROPRIATION FOR CONTINGENCY	*					*
TOTAL INCREASES IN RESERVES	*					*
TOTAL BUDGET	**	39,021		352,629		*
TOTAL USER PAY REVENUES	*					*
GOVERNMENTAL REVENUES						
45306 Fed Grant		369,847		352,629		
TOTAL GOVERNMENTAL REVENUES	*	369,847		352,629		*
GENERAL REVENUES						
44100 Interest Apportioned		705				
TOTAL GENERAL REVENUES	*	705				*
TOTAL UNDESIGNATED FUND BALANCE 7/1	*					*
TOTAL AVAILABLE FINANCING	**	370,552		352,629		*
UNREIMBURSED COSTS	**	331,531-				*

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## SECTION J



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# SUTTER COUNTY BUDGET UNITS

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