

SUTTER COUNTY



General Services

Section D

Installing green lights in November to honor local veterans.

**General Services Department
General Services Admin (1-205)**

Ken Sra, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2023-2024					
Fund: 0001 - GENERAL					
Unit Title: GENERAL SERVICES DEPARTMENT					Dept: 1205
	2021-2022 Actual Expenditure	2022-2023 YTD as of 05/10/2023	2022-2023 Adopted Budget	2023-2024 CAO Recommended	2022-2023 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	862,392	802,925	947,888	1,081,787	14.1
SERVICES AND SUPPLIES	91,854	88,658	136,624	140,652	2.9
OTHER CHARGES	25	0	0	0	0.0
INTRAFUND TRANSFERS	-220,963	-137,402	-298,134	-320,788	7.6
OTHER FINANCING USES	6,242	7,214	7,874	8,004	1.7
NET BUDGET	739,550	761,395	794,252	909,655	14.5
REVENUE					
REVENUE USE MONEY PROPERTY	13,784	5,000	6,000	6,000	0.0
CHARGES FOR SERVICES	466,929	237,486	537,770	582,902	8.4
MISCELLANEOUS REVENUES	0	68	0	0	0.0
OTHER FINANCING SOURCES	1,408	3,165	0	0	0.0
TOTAL OTHER REVENUE	482,121	245,719	543,770	588,902	8.3
UNREIMBURSED COSTS	257,429	515,676	250,482	320,753	28.1
ALLOCATED POSITIONS	8.00	8.00	8.00	8.00	0.0

Budget detail can be found on page SD-1 of the Schedules Section.

Mission / Program Discussion

The General Services Administration division provides management and support services, such as budget, payroll and other fiscal services, for the General Services Department, including the Building Maintenance, Fleet Management and Information Technology divisions.

The General Services Director also leads the Information Technology division encompassing infrastructure, datacenters, network, enterprise applications, and services for the County. In addition, this division provides centralized procurement services for equipment, supplies, and services in adherence with County and State regulations, laws, rules, policies, and procedures. Other functions of the division include contract and agreement services, copier services, facility lease and rental management, and travel program management.

Costs for procurement-related activities are allocated through the annual Cost Plan based on the number of purchase orders issued with the exception of few tasks which are directly charged to the supported activity.

Accomplishments & Goals

FY 2022-23 Accomplishments

- Implemented GASB 96 Subscription-Based Information Technology Arrangements

FY 2023-24 Goals

- Implement Workday Procurement Module
- Resume Veteran's Community Building Rentals

Major Budget Changes

Salaries & Benefits

- \$133,899 Increase due to negotiated salaries and related benefits, including insurance and retirement costs

Revenues

- \$45,132 Increase in Interfund Administration charges

Recommended Budget

Recommended appropriations are \$909,655, which is an increase of \$115,403 (14.5%) over the FY 2022-23 Adopted Budget. The General Fund provides \$320,753 (35.3%) of the financing for this budget unit with the Net County Cost increasing \$70,271 (28.1%) over to the FY 2022-23 Adopted Budget.

Use of Fund Balance

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

General Services

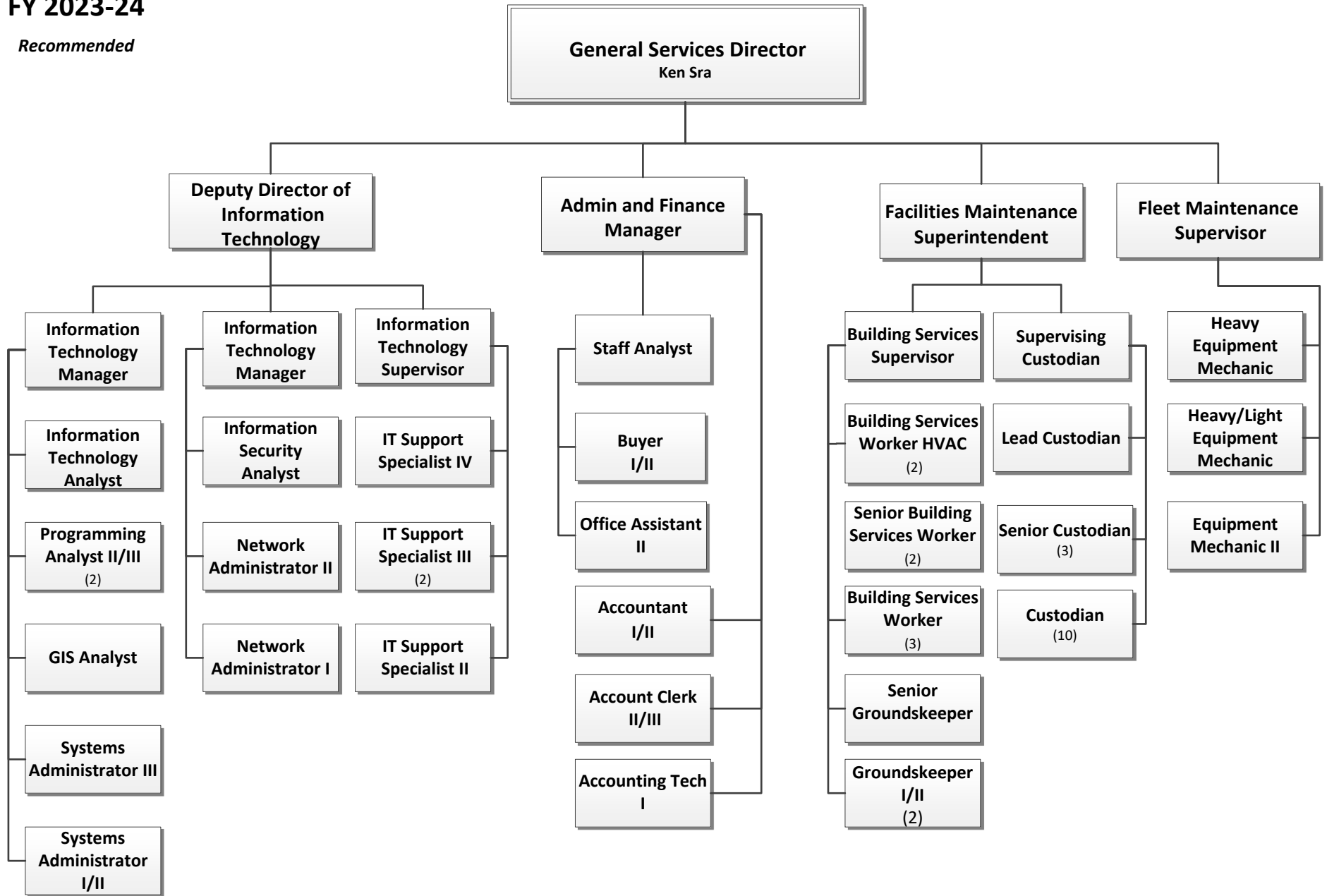
FY 2023-24

Recommended

County of Sutter

D-3

FY 2023-24 Recommended Budget



COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2023-2024					
Fund: 0001 - GENERAL Unit Title: PARKS & RECREATION					Dept: 7101
	2021-2022 Actual Expenditure	2022-2023 YTD as of 05/10/2023	2022-2023 Adopted Budget	2023-2024 CAO Recommended	2022-2023 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	84,376	52,644	104,453	105,594	1.1
OTHER CHARGES	3,168	0	0	0	0.0
INTRAFUND TRANSFERS	124,741	78,101	162,198	146,399	-9.7
NET BUDGET	212,285	130,745	266,651	251,993	-5.5
REVENUE					
FINES, FORFEITURES, PENALTIES	124	196	0	0	0.0
REVENUE USE MONEY PROPERTY	31,943	11,298	25,000	42,400	69.6
TOTAL OTHER REVENUE	32,067	11,494	25,000	42,400	69.6
UNREIMBURSED COSTS	180,218	119,251	241,651	209,593	-13.3
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Budget detail can be found on page SD-4 of the Schedules Section.

Mission / Program Discussion

The mission of Parks and Recreation is to provide, and adequately maintain, recreation opportunities at County facilities that are easily accessible and offer a high-quality outdoor experience in a safe environment.

This budget unit funds the ongoing operation and maintenance of the County parks and recreation system, which includes Live Oak Park and Boat Ramp, Harter Park, East Nicolaus Park, Boyd's Pump Boat Ramp, Yuba City Boat Ramp, and Tisdale Boat Ramp.

Major Budget Changes

Intrafund Transfers

- (\$15,799) Decrease in Intrafund Cost Plan Building Maintenance charges as provided by the annual Cost Plan

Revenue

- \$17,400 Increase in use of Live Oak Park for proposed campground nightly rate fee increase

Recommended Budget

Recommended appropriations are \$251,993, which is a decrease of \$14,658 (-5.5%) over the FY 2022-23 Adopted Budget. The General Fund provides \$209,593, or (83.2%) of the financing for this budget unit with a decrease in Net County Cost of (\$32,058), or (-13.3%) over the FY 2022-23 Adopted Budget.

Use of Fund Balance

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

**General Services Department
Building Maintenance (1-700)**

Ken Sra, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2023-2024					
Fund: 0001 - GENERAL			Dept: 1700		
Unit Title: BUILDING MAINTENANCE					
	2021-2022 Actual Expenditure	2022-2023 YTD as of 05/18/2023	2022-2023 Adopted Budget	2023-2024 CAO Recommended	2022-2023 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	2,016,468	1,634,315	2,375,084	2,476,316	4.3
SERVICES AND SUPPLIES	1,118,886	805,777	1,425,939	1,602,780	12.4
OTHER CHARGES	50	50	0	0	0.0
CAPITAL ASSETS	0	0	115,495	221,000	91.4
INTRAFUND TRANSFERS	-75,325	-31,903	-35,158	6,765	-119.2
OTHER FINANCING USES	23,169	23,991	23,992	24,862	3.6
NET BUDGET	<u>3,083,248</u>	<u>2,432,230</u>	<u>3,905,352</u>	<u>4,331,723</u>	<u>10.9</u>
REVENUE					
REVENUE USE MONEY PROPERTY	18,900	12,205	18,900	11,220	-40.6
INTERGOVERNMENTAL REVENUES	4,734	0	0	0	0.0
CHARGES FOR SERVICES	409,861	194,610	581,049	788,701	35.7
MISCELLANEOUS REVENUES	7,082	1,278	0	0	0.0
OTHER FINANCING SOURCES	5,504	32,321	0	0	0.0
TOTAL OTHER REVENUE	<u>446,081</u>	<u>240,414</u>	<u>599,949</u>	<u>799,921</u>	<u>33.3</u>
UNREIMBURSED COSTS	2,637,167	2,191,816	3,305,403	3,531,802	6.8
ALLOCATED POSITIONS	27.00	27.00	27.00	27.00	0.0

Budget detail can be found on page SD-6 of the Schedules Section.

Mission / Program Discussion

The purpose of the Building Maintenance budget unit is to maintain the buildings and grounds that are owned or leased by Sutter County. It consists of four programs that provide distinct services:

- **Program 70 Building Maintenance** - perform preventative maintenance and routine repairs, including electrical, plumbing, HVAC, roofing, and structural systems
- **Program 71 Grounds Maintenance** - maintain the landscaping of County buildings and recreational areas
- **Program 72 Custodial Maintenance** - perform cleaning services for County buildings
- **Program 73 Facilities Capital Improvement** - this program contains maintenance projects approved to be completed during the fiscal year

Accomplishments & Goals

FY 2022-23 Accomplishments

- Remodeled the 2nd floor of 1160 Civic Center Blvd.
- Relocation of Auditor-Controller and Treasurer-Tax Collector departments from 463 2nd St. to 2nd floor of 1160 Civic Center Blvd.
- Jail Bunk Welding capital project complete
- Remodel of Public Health Nursing space

FY 2032-24 Goals

- Achieve sustainable staffing levels

Major Budget Changes

Salaries & Benefits

- \$101,232 Increase due to negotiated salaries and benefit costs

Services & Supplies

- \$176,841 Increase in scheduled Building Maintenance projects listed below

Capital Assets

- \$90,000 Increase to purchase two Cargo Minivans for custodial crew

Revenue

- \$207,652 Increase in Interfund Maintenance & Improvement

Recommended Budget

Total appropriations are recommended at \$4,331,723, which is an increase of \$426,371 (10.9%) over the FY 2022-23 Adopted Budget. The General Fund provides \$3,531,802 (81.5%) of the financing for this budget unit with an increase in Net County Cost of \$226,399 (6.8%) over the FY 2022-23 Adopted Budget. A portion of the costs for this budget unit are recovered through the annual Cost Plan.

The following Capital Assets are recommended:

- \$45,000 Purchase of one Cargo Minivan to replace a 2009 Dodge Caravan, vehicle #7209
- \$45,000 Purchase of one Cargo Minivan to replace a 2009 Ford F-150, vehicle #8109

Use of Fund Balance

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

**General Services Department
Building Maintenance (1-700)**

Ken Sra, Director

Scheduled Projects

Funding Source	Project No.	Department	New Maintenance Projects – Description	Estimate
General Fund		Ettl Hall	Replacement Flooring	\$ 31,262
Citizens Options for Public Safety (COPS) Funds		County Jail	Holding Cell Benches	\$31,000
General Fund		County Jail	Ligature Points Remodel	\$56,000
General Fund		County Jail	Flooring	\$48,000
General Fund		County Jail	Single Cell Lock Motor Replacement	\$30,000
Future of Public Health Grant		Public Health	Business Office Remodel – Cubicles, Carpet, Paint, Blinds	\$88,000
Future of Public Health Grant		Public Health	Concrete Slab for Connex Boxes	\$8,000
Future of Public Health Grant		Public Health	Replace Laminate on Cabinets	\$10,000
Federal/State & Realignment Funds		Welfare	190 Garden Hwy Carpet	\$58,770
Federal/State & Realignment Funds		Welfare	190 Garden Hwy Paint	\$38,250
Federal/State & Realignment Funds		Welfare	Holly Oak Office Carpet	\$62,300
Federal/State & Realignment Funds		Welfare	Holly Oak Office Paint	\$40,526
Federal/State & Realignment Funds		Welfare	680 N. Walton Ave Sitting Area	\$11,400

General Services Department Commercial Leases (1-703)

Ken Sra, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2023-2024					
Fund: 0001 - GENERAL				Dept: 1703	
Unit Title: COMMERCIAL LEASES					
	2021-2022 Actual Expenditure	2022-2023 YTD as of 05/17/2023	2022-2023 Adopted Budget	2023-2024 CAO Recommended	2022-2023 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	78,935	78,371	162,563	162,192	-0.2
INTRAFUND TRANSFERS	46,464	5,281	50,000	30,000	-40.0
OTHER FINANCING USES	537,190	535,122	535,122	536,230	0.2
NET BUDGET	<u>662,589</u>	<u>618,774</u>	<u>747,685</u>	<u>728,422</u>	<u>-2.6</u>
REVENUE					
REVENUE USE MONEY PROPERTY	<u>289,059</u>	<u>242,144</u>	<u>260,500</u>	<u>273,583</u>	<u>5.0</u>
TOTAL OTHER REVENUE	<u>289,059</u>	<u>242,144</u>	<u>260,500</u>	<u>273,583</u>	<u>5.0</u>
UNREIMBURSED COSTS	373,530	376,630	487,185	454,839	-6.6
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Budget detail can be found on page SD-9 of the Schedules Section.

Program Discussion

This budget unit was established for the County-owned property on Gray Avenue, formerly the Kmart building and other suites on the 13-acre parcel. The annual debt service on the financed portion of the property is paid through this budget unit as well as maintenance and security costs. The County's cost is offset by monthly rent charged to the three commercial tenants.

Since purchasing the property in May 2021, the County has taken over as the landlord for three commercial businesses, including two restaurants and a retail store. For many years, the portion that formerly housed the Kmart retail store has been vacant, and illegal camping and theft continue to be persistent problems on the property. Beginning in 2021, the County initiated regular security patrols to discourage illegal camping and increase safety at the site.

The property was originally leased by the County in 2017 as part of its plan to consolidate many Health and Human Services programs into a single location. Post-pandemic cost estimates for remodeling the building have been prohibitively high, making construction unaffordable within the County's current resources. The Board of Supervisors has directed staff to begin the Surplus Land Act process to allow for alternative development (which could be mixed governmental and private use) or outright sale of the property. This process will commence in FY 2023-24.

Major Budget Changes

Intrafund Charges

- (\$20,000) Decrease in General Services administrative cost to oversee the property

Recommended Budget

Recommended appropriations total \$728,422. This is made up of \$162,192 in services and supplies cost for maintenance and upkeep, including security patrol and pest control services. Interfund transfers, totaling \$30,000, accounts for the General Services Department's time to manage the property. Debt service on the 15-year financing is \$536,230 which includes \$400,000 in principal and \$136,230 in interest. Property rent is expected to increase by \$13,083 (5.0%) in FY 2023-24, offsetting the operating costs and a portion of the debt service. Net County General Fund cost for this property is \$454,839, a 6.6% reduction in operating cost from the FY 2022-23 Adopted Budget.

Use of Fund Balance

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

**General Services Department
Fish & Game Propagation (2-703)**

Ken Sra, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2023-2024					
Fund: 0006 - FISH AND GAME				Dept: 2703	
Unit Title: FISH & GAME PROPAGATION					
	2021-2022 Actual Expenditure	2022-2023 YTD as of 05/10/2023	2022-2023 Adopted Budget	2023-2024 CAO Recommended	2022-2023 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	1,379	625	14,312	14,313	0.0
OTHER CHARGES	92	53	78	71	-9.0
NET BUDGET	1,471	678	14,390	14,384	0.0
REVENUE					
FINES, FORFEITURES, PENALTIES	4,277	4,859	2,000	2,000	0.0
REVENUE USE MONEY PROPERTY	-3,345	5,009	423	957	126.2
CANCELLATION OF OBLIGATED FB	0	0	11,967	11,427	-4.5
TOTAL OTHER REVENUE	932	9,868	14,390	14,384	0.0
UNREIMBURSED COSTS	539	-9,190	0	0	0.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Budget detail can be found on page SD-10 of the Schedules Section.

Mission / Program Discussion

Fish & Game Propagation budget unit supports Fish and Game Commission programs. The Commission develops and administers programs benefitting fish and game activities in the County.

Under the direction of the Board of Supervisors, the Fish and Game Commission uses this budget to aid programs that help preserve the hunting, fishing, and wildlife heritage of Sutter County by providing opportunities for people to learn skills, safety, ethics, respect and stewardship in the conduct of outdoor pursuits. Local support from the Fish and Game Commission includes donations to local organizations that support the Fish and Game Commission goals. These donations are not to exceed \$1,000 per group for a total not to exceed \$7,000 awarded for the year.

Major Budget Changes

There are no major budget changes for FY 2023-24.

Recommended Budget

Total appropriations are recommended at \$14,384, a nominal decrease of \$6 compared to the FY 2022-23 Adopted Budget. This budget is financed by fines from violations of the California State Fish and Game Code. The revenue from these fines is restricted to use for fish and game related

General Services Department Fish & Game Propagation (2-703)

Ken Sra, Director

purposes. The Fish and Game Propagation budget unit is managed by the General Services Department. Administrative costs associated with General Services providing services to Fish and Game are not allocated.

Use of Fund Balance

The Fish & Game Propagation fund contains a Restricted Fund Balance in the amount of \$93,419 as of July 1, 2022. It is estimated the Restricted Fund Balance will equal \$95,685 as of July 1, 2023. The FY 2023-24 Recommended Budget includes a cancellation of Obligated Fund Balance in the amount of \$11,427.

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2023-2024					
Fund: 4580 - FLEET MANAGEMENT ISF				Dept: 4580	
Unit Title: FLEET MANAGEMENT ISF					
	2021-2022 Actual Expenditure	2022-2023 YTD as of 05/10/2023	2022-2023 Adopted Budget	2023-2024 CAO Recommended	2022-2023 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	277,142	273,527	434,836	449,859	3.5
SERVICES AND SUPPLIES	416,476	443,117	428,083	425,542	-0.6
OTHER CHARGES	159,253	127,332	263,365	238,877	-9.3
CAPITAL ASSETS	25,664	0	25,664	22,498	-12.3
INCREASES IN RESERVES	0	0	0	49,857	100.0
OTHER FINANCING USES	359	657	973	955	-1.8
NET BUDGET	878,894	844,633	1,152,921	1,187,588	3.0
REVENUE					
REVENUE USE MONEY PROPERTY	-6,542	8,184	0	825	100.0
INTERGOVERNMENTAL REVENUES	26	0	0	0	0.0
CHARGES FOR SERVICES	826,486	570,164	1,084,948	1,186,763	9.4
MISCELLANEOUS REVENUES	141	0	0	0	0.0
OTHER FINANCING SOURCES	1,608	401	0	0	0.0
CANCELLATION OF OBLIGATED FB	0	0	67,973	0	-100.0
UNDESIGNATED FUND BALANCE	-209,147	-258,809	0	0	0.0
TOTAL OTHER REVENUE	612,572	319,940	1,152,921	1,187,588	3.0
UNREIMBURSED COSTS	266,322	524,693	0	0	0.0
ALLOCATED POSITIONS	4.00	4.00	4.00	4.00	0.0

Budget detail can be found on page SD-11 of the Schedules Section.

Mission / Program Discussion

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

The Fleet Management budget unit operates as an Internal Service Fund (ISF) and must generate its own revenues to cover expenses over time. The Fleet ISF provides management and maintenance services for over 400 County-owned and operated vehicles and pieces of equipment. Fleet costs consist of repair costs of vehicles and administrative costs for managing the fleet.

Fiscal functions, including fleet inventory, licensing, vehicle utilization, tracking of associated costs, replacement recommendations, fuel card-lock system access, and vehicle disposal, are provided by the General Services Department (1-205) budget unit.

Maintenance services include preventative maintenance, inspections, unscheduled maintenance, accident repair, special contract repair, and warranty repair. Fleet Management staff also oversee adherence to government mandates such as State unleaded and diesel 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.

Fleet provides vehicle utilization informational reports to the County Administrator's Office and each department. This information is made available to promote consistency in vehicle use and aid decisions regarding replacement of aging vehicles. Collectively with Fleet, the County continues to recognize the importance of extending the life of vehicle and equipment assets.

Accomplishments & Goals

FY 2022-23 Accomplishments

- As of March 1, 2023, put 16 vehicles and 1 piece of equipment into service

FY 2023-24 Goals

- Attain and maintain adequate staffing levels

Major Budget Changes

Other Charges

- (\$41,013) Decrease in Cost Plan charges as provided by the annual Cost Plan
- \$49,857 Increase in Obligated Fund Balance

Revenues

- \$32,878 Increase in Vehicle Maintenance charges to the departments and agencies
- (\$67,973) Decrease in Cancellation of Fund Balance
- \$76,367 Increase in Fleet Admin charges to the departments and agencies

Recommended Budget

Total appropriations are recommended at \$1,187,588, an increase of \$34,668 (3%) compared to the FY 2022-23 Adopted Budget. The Fleet Management budget unit operates as an Internal Service Fund and must balance revenues to expenses within the fund over time.

Use of Fund Balance

The Fleet Management ISF contains a Net Assets balance of \$94,633 as of July 1, 2022. It is estimated the Net Assets balance will be increased by \$82,398 to bring Net Assets to a total of \$177,031 as of July 1, 2023

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2023-2024					
Fund: 4581 - INFORMATION TECHNOLOGY ISF				Dept: 8145	
Unit Title: INFORMATION TECHNOLOGY ISF					
	2021-2022 Actual Expenditure	2022-2023 YTD as of 05/23/2023	2022-2023 Adopted Budget	2023-2024 CAO Recommended	2022-2023 % Change Over
EXPENDITURES					
SALARIES AND EMPLOYEE BENEFITS	2,180,132	2,025,350	2,537,955	2,867,664	13.0
SERVICES AND SUPPLIES	1,040,509	496,995	867,745	1,187,469	36.8
OTHER CHARGES	435,306	250,981	543,019	604,181	11.3
CAPITAL ASSETS	163,243	118,729	455,850	502,396	10.2
INTRAFUND TRANSFERS	0	2	-1	1	-200.0
INCREASES IN RESERVES	0	0	0	209,012	100.0
OTHER FINANCING USES	28,545	17,492	17,844	844	-95.3
NET BUDGET	3,847,735	2,909,549	4,422,412	5,371,567	21.5
REVENUE					
REVENUE USE MONEY PROPERTY	-91,302	106,893	0	5,800	100.0
INTERGOVERNMENTAL REVENUES	12,001	18,772	12,599	5,319	-57.8
CHARGES FOR SERVICES	3,958,287	1,745,865	4,166,507	4,229,119	1.5
MISCELLANEOUS REVENUES	165	0	0	0	0.0
OTHER FINANCING SOURCES	1,295,776	21,940	0	0	0.0
CANCELLATION OF OBLIGATED FB	0	0	243,306	1,131,329	365.0
UNDESIGNATED FUND BALANCE	-2,642,837	-1,222,541	0	0	0.0
TOTAL OTHER REVENUE	2,532,090	670,929	4,422,412	5,371,567	21.5
UNREIMBURSED COSTS	1,315,645	2,238,620	0	0	0.0
ALLOCATED POSITIONS	17.00	16.00	17.00	17.00	0.0

Budget detail can be found on page SD-14 of the Schedules Section.

Mission / Program Discussion

Information Technology (IT) is a division of the General Services Department and provides services to County departments, other government agencies, and constituents through the County's public websites. The IT Division works collaboratively with County departments on adoption and integration of technologies to improve the quality and efficiency of services provided. The IT Division is a centralized service that efficiently and cost-effectively manages the large volume of systems, data, and support requests that must be managed as part of the on-going operations of the County.

The General Services Director leads the IT Division including infrastructure, datacenters, network, enterprise applications, and services for the County. The Director, along with the IT Management Team, envisions, develops, and delivers business focused strategic plans and supporting technology roadmaps and utilizes technology to expand service delivery options. The General Services Administrative Division provides budgeting and fiscal services, payroll, purchasing and contracting oversight for IT.

The IT Division is divided into three main functional areas:

Infrastructure and Cybersecurity is responsible for the County's technology infrastructure and cybersecurity posture. This includes management of the fiber optic network, datacenters, servers, storage, routers, switches, wired and wireless networks, firewalls, security appliances, phone systems, surveillance systems, microwave networks, Microsoft enterprise services, interconnectivity with Local, State and Federal agencies, and remote access. Project management, cybersecurity, compliance management, data protection, disaster recovery and business continuity services are also provided by this group.

Technical Support and Helpdesk provides support for computers, laptops, copiers, printers, card access systems, videoconferencing and mobile devices that are in place throughout the County. Staff is responsible for the troubleshooting, repair, refresh, and support of client infrastructure. Additionally, the group supports a variety of specialized applications in County departments and provides extensive support to the unique devices, applications, and services in the Sheriff's Office.

Applications is responsible for the development and support of the County's enterprise and legacy applications as well as the development, support, and maintenance of the County's web presence.

Accomplishments & Goals

FY 2022-23 Accomplishments

- County Firewall Replacement
- Implemented Multifactor Authentication Solution
- Negotiated New Microsoft Enterprise Agreement

FY 2023-24 Goals

- Workday Implementation
- Enhance Data Protection Platform with Cloud-Based Services
- FirstNet Public Safety Network Implementation
- Enhance GIS Program with Additional Staffing Resources

Major Budget Changes

Salaries & Benefits

- \$329,709 Increase due to negotiated salaries and related benefits

Services & Supplies

- \$319,724 Increase due primarily to various Prepaid Expenses for multi-year Maintenance Equipment Services & Software License Subscriptions acquired in FY 2021-22

Other Charges

- \$61,162 Net increase in Interfund Administration Services and Cost Plan charges as provided by the annual Cost Plan

Revenues

- \$155,027 Increase in Interfund for one position being funded by the Workday project
- (\$92,415) Net decrease in ISF IT Services Provided & Equipment Replacement charges to departments due to Net Assets projected to be within 60-day working capital requirement

Recommended Budget

Total appropriations are recommended at \$5,371,567, an increase of \$949,155 (21.5%) compared to FY 2022-23 Adopted Budget. The IT budget unit operates as an Internal Services Fund (ISF) and must balance revenues to expenses within the fund over time. ISF IT Services Provided account represents the total charges made to County departments for IT services.

The following Capital Assets are recommended:

- \$200,000 Request for Liebert Datacenter Cooling System that was budgeted, but not acquired in FY 2022-23
- \$100,000 Request for Datacenter UPS replacement

Use of Fund Balance

As of July 1, 2022, the adjusted Net Asset balance in the Information Technology ISF is \$871,595. The adjusted Net Assets on July 1, 2023 are projected to be \$754,454, a decrease of \$117,141 (13.4%).

**General Services Department
Veterans' Memorial Community Building (7-203)**

Ken Sra, Director

COUNTY OF SUTTER EXECUTIVE SUMMARY Fiscal Year 2023-2024					
Fund: 0001 - GENERAL					
Unit Title: VETS MEMORIAL COMMUNITY BLDG					
					Dept: 7203
	2021-2022 Actual Expenditure	2022-2023 YTD as of 05/10/2023	2022-2023 Adopted Budget	2023-2024 CAO Recommended	2022-2023 % Change Over
EXPENDITURES					
SERVICES AND SUPPLIES	21,314	14,570	24,518	49,994	103.9
INTRAFUND TRANSFERS	87,938	36,775	85,524	96,443	12.8
OTHER FINANCING USES	32,546	33,920	33,920	35,358	4.2
NET BUDGET	141,798	85,265	143,962	181,795	26.3
REVENUE					
REVENUE USE MONEY PROPERTY	6,840	1,475	0	56,550	100.0
TOTAL OTHER REVENUE	6,840	1,475	0	56,550	100.0
UNREIMBURSED COSTS	134,958	83,790	143,962	125,245	-13.0
ALLOCATED POSITIONS	0.00	0.00	0.00	0.00	0.0

Budget detail can be found on page SD-17 of the Schedules Section.

Mission / Program Discussion

The Veterans' Memorial Community Building is operated by the County as a service to the community. The Veterans' Building is leased on a priority basis to local veterans' associations for member meetings, dinners, and direct fundraising projects at no associated cost. When not in use by qualified veterans' organizations, the building is available to County departments and the community for rent. This budget unit is managed by the General Services Department.

This budget unit covers the expenses of operating and maintaining the building. The rental fees collected are used to help offset the costs of maintenance and improvements. The General Services Department is responsible for the ongoing operation and maintenance of the Veterans' building. Maintenance duties include grounds keeping and facility repair. Staff interacts regularly with the public by providing information on regulations, collecting fees, responding to community questions, and coordinating rentals with other agencies.

The Veterans' Memorial Community Building served as a COVID-19 testing site and has only generated a nominal amount of revenue during FY 2022-23. It is anticipated the building will generate minimal revenue in FY 2023-24.

Major Budget Changes

Services & Supplies

- \$24,478 Increase in Utilities due to the cost of re-opening to private renters

Intrafund Transfers

- \$10,919 Net increase in Intrafund Administration Services and Cost Plan charges as provided by the annual Cost Plan

Revenue

- \$56,550 Increase in revenue for proposed hall rental fee increase & reopening to private renters

Recommended Budget

Total appropriations are recommended at \$181,795, which is an increase of \$37,833 (26.3%) over the FY 2022-23 Adopted Budget. The General Fund provides \$125,245, or 68.9% of the financing for this budget unit with a decrease in Net County Cost of (\$18,717), or (-13.0%) over the FY 2022-23 Adopted Budget.

Use of Fund Balance

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

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