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GLOSSARY

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HUMAN ASSISTANCE - EXECUTIVE SUMMARY

Executive Summary

Because of the unique nature of federal and state funding for facilities that support social services for clients, it is advantageous to lease, rather than own, those facilities. As a result, new leases for the Department of Human Assistance (DHA) are included in the Capital Improvement Plan if the monthly lease cost exceeds \$50,000. Projects proposed to be completed in the 2005-06 Fiscal Year Capital Budget include an "Operating Budget Impact" statement. The following are brief descriptions of several planned new major lease projects:

- Elk Grove Bureau—DHA received conceptual approval from the Board of Supervisors to relocate the existing Elk Grove Bureau office. Two options are being considered. One option would involve a new lease in the Elk Grove community of approximately 25,000 square feet. A second option would involve replacing the Elk Grove and the Bowling Green facilities with a new common facility that would serve both communities. A facility of approximately 54,000 square feet would be required. With both options, services will be provided for clients including California's Work Opportunity and Responsibilities to Kids (CalWORKs), Medi-Cal, General Assistance food stamps, employment and counseling services, Shots for Tots, and child support services. Under either option, the facility will include a community meeting room, conference rooms, a child waiting area, interview rooms, a sheriff's security center, and secured parking for employees and county vehicles. Occupancy is expected by early 2010 with either option. The annual lease of the combined facility is estimated to be in excess of \$2.0 million. Estimated Total Cost: \$3,667,250.
- Galt Bureau—A project is underway to secure a new, larger leased facility for the Galt Bureau Office. The Request for Proposal for this project is currently in development. The facility will be approximately 26,000 square feet and is expected to be available in 2008. The Galt facility will be a full-service building providing services to Galt and the Delta communities. Expected lease costs are approximately \$900,000 per year in the early years of the lease. Estimated Total Cost: \$2,987,039.
- <u>Investigations Division</u>--The Board has provided conceptual approval to expand the DHA Investigations Division's existing space or to relocate the facility. As the current facility has recently experienced major structural damage, DHA is planning to relocate. Approximately 30,000 square feet will be required to adequately house this program. The larger space will allow DHA to consolidate its Investigations Division staff and provide investigators with a number of features they currently lack, including an evidence locker, a gun locker, and interview rooms. This Division has a confidential address and the selected site will allow the program to be located in an area where its anonymity will be maintained. Annual lease costs of approximately \$1.2 million for this facility would begin in Fiscal Year 2006-07. Estimated Total Cost: \$5,480,888.
- Research Bureau—DHA is planning to replace the current Research Bureau Office facility. The new facility will be approximately 55,000 square feet and include a community meeting room, interview rooms, a child waiting area and Sheriff's security center. The building will provide the full-range of public assistance and employment services to the residents of Del Paso Heights. The building should be available in Fiscal Year 2008-09. Lease costs are expected to be in excess of \$1.3 million per year. Estimated Total Cost: \$4,394,000.

HUMAN ASSISTANCE

SUMMARY

PROJ.	CONTROL BOARD CONTROL AND		FISCAL YEAR	FISCAL YEAR		FISCAL YEAR	FISCAL YEAR	922219272221 OT LEE
#	PROJECT	PRIOR YEARS	2005-06	2006-07	2007-08	2008-09	2009-10	TOTAL
1	New Lease - Elk Grove Bureau	\$0	\$0	\$0	\$125,000	\$800,000	\$2,752,250	\$3,677,250
2	New Lease - Galt Bureau	22,094	75,000	75,000	250,000	1,274,300	1,290,645	2,987,039
3	New Lease - Investigations Division	0	75,000	1,280,000	1,155,000	1,444,250	1,526,638	5,480,888
4	New Lease - Research Bureau	0	50,000	100,000	125,000	2,049,500	2,069,500	4,394,000
	TOTAL	\$22,094	\$200,000	\$1,455,000	\$1,655,000	\$5,568,050	\$7,639,033	\$16,539,177

PRIOR-YEAR COMPLETED/CANCELLED PROJECTS SUMMARY

PROJ.		1	FISCAL YEAR		REASON				
#	PROJECT	PRIOR YEARS	2004-05	2005-06	2006-07	2007-08	2008-09	TOTAL	DROPPED
4	New Lease - Rancho Cordova Bureau	\$285,000	\$1,291,786	\$1,422,569	\$1,469,507	\$1,503,088	\$1,548,913	\$7,520,863	Project Completed

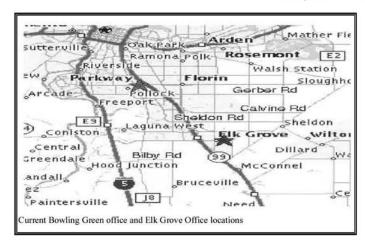
New Lease - Elk Grove Bureau

Department: Human Assistance Estimated Lease/Project Costs: \$3,667,250

Expected Occupancy Date: 2010 Funding Sources: State: 54%

Federal: 36%

County General Fund: 10%



Project Description:

The Department of Human Assistance (DHA) received conceptual approval from the Board of Supervisors to proceed with the relocation of the existing Elk Grove Bureau Office. The current lease expired in January 2004. The County is seeking a five-year extension of the existing lease while researching relocation options. As a second possible option, DHA will research combining the Elk Grove Bureau with the Bowling Green Bureau and relocating to a site centrally located for the combined client base. If this option is chosen, the County will seek a developer for a build-to-suit facility of approximately 54,000 square feet. It is anticipated that a Request For Proposal process would be completed by mid-Fiscal Year 2007-08. Securing a site and preparing facility plans should occur by the middle of Fiscal Year 2008-09 with occupancy of the new facility by January 2010. The new bureau will be designed with space for a range of services for clients, including California's Work Opportunity and Responsibilities to Kids (CalWORKs), Medi-Cal, General Assistance Food Stamps, employment services, counseling services that deal with barriers to employment, Shots for Tots, and Child Support Services. This facility will also have a community meeting room, conference rooms, and secured parking.

New Lease - Elk Grove Bureau

	Prior	Fiscal Year					
Project Costs	Years	2005-06	2006-07	2007-08	2008-09	2009-10	Total
Lease Costs	0	0	0	0	0	2,032,250	2,032,250
Facility Operating							
Cost	0	0	0	0	200,000	220,000	420,000
Other Costs - Security	0	0	0	0	500,000	500,000	1,000,000
Project Management/							
Design	0	0	0	100,000	100,000	0	200,000
Misc. Project Costs	0	0	0	25000	0	0	25,000
TOTAL	0	0	0	125,000	800,000	2,752,250	3,677,250

	Prior Fiscal Year Fiscal Year Fiscal Year Fiscal Year									
Funding Sources	Years	2005-06	2006-07	2007-08	2008-09	2009-10	Total			
State Funding	0	0	0	67,500	432,000	1,486,215	1,985,715			
Federal Funding	0	0	0	45,000	288,000	990,810	1,323,810			
County General Fund	0	0	0	12,500	80,000	275,225	367,725			
TOTAL	0	0	0	125,000	800,000	2,752,250	3,677,250			

New Lease - Galt Bureau

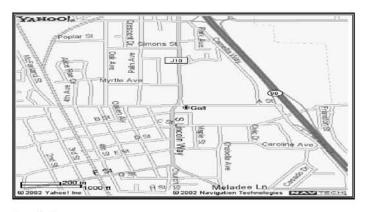
Greater Galt Area

Department: Human Assistance Estimated Lease/Project Costs: \$2,987,039

Expected Occupancy Date: 2008 Funding Sources: State: 54%

Federal: 36%

County General Fund: 10%



Project Description:

The Department of Human Assistance received conceptual approval from the Board of Supervisors to proceed with the relocation of the existing Galt Bureau office. With the current lease expiring in September 2004, the County is seeking a five-year extension (cancelable after five years) of the lease while options for relocating the bureau are researched. The project approval was delayed for fiscal reasons. There is no room to expand at the current site. The County will seek a developer for a build-to-suit facility of approximately 26,000 square feet. It is anticipated that a Request For Proposal process will be completed in early Fiscal Year 2005-06. Securing a site and preparing facility plans should occur by the end of Fiscal Year 2006-07 with occupancy of the new facility by July 2008. The schedule may continue to be impacted by the fiscal outlook. The new bureau will be designed with space for a range of services for clients, including CalWORKs, Medi-Cal, General Assistance Food Stamps, employment services, counseling services that deal with barriers to employment, Shots for Tots, and Child Support Services. This facility will also have a community meeting room, conference rooms, and secured parking.

New Lease - Galt Bureau

	Prior	Prior Fiscal Year Fiscal Year Fiscal Year Fiscal Year										
Project Costs	Years	2005-06	2006-07	2007-08	2008-09	2009-10	Total					
Lease Costs Facility Operating	0	0	0	0	924,300	970,645	1,894,945					
Cost	0	0	0	0	200,000	220,000	420,000					
Other Costs - Security	0	0	0	0	100,000	100,000	200,000					
Project Management/												
Design	22,094	50,000	50,000	200,000	50,000	0	372,094					
Misc. Project Costs	0	25,000	25,000	50,000	0	0	100,000					
TOTAL	22,094	75,000	75,000	250,000	1,274,300	1,290,645	2,987,039					

	Prior Fiscal Year Fiscal Year Fiscal Year Fiscal Year									
Funding Sources	Years	2005-06	2006-07	2007-08	2008-09	2009-10	Total			
State Funding	11,931	40,500	40,500	135,000	688,122	696,948	1,613,001			
Federal Funding	7,954	27,000	27,000	90,000	458,748	464,632	1,075,334			
County General Fund	2,209	7,500	7,500	25,000	127,430	129,065	298,704			
TOTAL	22,094	75,000	75,000	250,000	1,274,300	1,290,645	2,987,039			

New Lease - Investigations Division

Department: Human Assistance Estimated Lease/Project Costs: \$5,480,888

Expected Occupancy Date: 2006 Funding Sources: State: 54%

Federal: 36%

County General Fund: 10%

Project Description:

The Department of Human Assistance (DHA) received conceptual approval from the Board of Supervisors to proceed with either an expansion at the current site or the relocation of the Division office to a redevelopment area. The recently renewed lease expires December 31, 2008. The County plans to exercise the December 31, 2006, early cancel date to relocate to a new site selected in April 2005. The approximately 30,000 square feet facility will consolidate all of the division's staff at one site.

This project will house DHA's Investigations Division. It will have a confidential address and will be located in an area where the division's anonymity can be maintained.

New Lease - Investigations Division

	Prior	F	Fiscal Year Fiscal Year Fiscal Year Fiscal Year								
Project Costs	Years		2005-06	2006-07	2007-08	2008-09	2009-10	Total			
Lease Costs		0	0	1,155,000	1,155,000	1,244,250	1,306,638	4,860,888			
Facility Operating											
Cost		0	0	0	0	200,000	220,000	420,000			
Project Management/											
Design		0	50,000	100,000	0	0	0	150,000			
Misc. Project Costs		0	25,000	25,000	0	0	0	50,000			
TOTAL	8	0	75,000	1,280,000	1,155,000	1,444,250	1,526,638	5,480,888			

	Prior	Fiscal Year Fiscal Year Fiscal Year Fiscal Year								
Funding Sources	Years	2005-06	2006-07	2007-08	2008-09	2009-10	Total			
State Funding	0	40,500	691,200	623,700	779,895	824,384	2,959,679			
Federal Funding	0	27,000	460,800	415,800	519,930	549,590	1,973,120			
County General Fund	0	7,500	128,000	115,500	144,425	152,664	548,089			
TOTAL	0	75,000	1,280,000	1,155,000	1,444,250	1,526,638	5,480,888			

New Lease - Research Bureau

Department: Human Assistance Estimated 5-Year Lease/Project Costs: \$4,394,000

Expected Occupancy Date: 2008-09 Funding Sources: State: 54%

Federal: 36%

County General Fund: 10%



Project Description:

The Department of Human Assistance (DHA) received conceptual approval from the Board of Supervisors to proceed with the relocation of the existing Research Drive Bureau office. The Department anticipates relocating to Marysville Boulevard as part of a redevelopment plan with Sacramento Housing and Redevelopment Agency (SHRA). Relocation to this area is contingent on the completion of SHRA plans and the acquisition of funding. It is anticipated occupancy of the new 55,000 square foot facility would occur in Fiscal Year 2008-09. The new Bureau will be designed with space for a range of services for clients, including CalWORKs, Medi-Cal, employment services, counseling services that deal with barriers to employment, Shots for Tots, and Child Support Services. This facility will also have a community meeting room, conference rooms, and secured parking.

New Lease - Research Bureau

3	Prior	Fiscal Year					
Project Costs	Years	2005-06	2006-07	2007-08	2008-09	2009-10	Total
Lease Costs	0	0	0	0	1,349,500	1,349,500	2,699,000
Facility Operating							
Cost	0	0	0	0	200,000	220,000	420,000
Other Costs - Security	0	0	0	0	500,000	500,000	1,000,000
Project Management/							
Design	0	50,000	75,000	100,000	0	0	225,000
Misc. Project Costs	0	0	25,000	25,000	0	0	50,000
TOTAL	0	50,000	100,000	125,000	2,049,500	2,069,500	4,394,000

	Prior	Fiscal Year	Year Fiscal Year Fiscal Year Fiscal Year Fiscal Year						
Funding Sources	Years	2005-06	2006-07	2007-08	2008-09	2009-10	Total		
State Funding	0	27,000	54,000	67,500	1,106,730	1,117,530	2,372,760		
Federal Funding	0	18,000	36,000	45,000	737,820	745,020	1,581,840		
County General Fund	0	5,000	10,000	12,500	204,950	206,950	439,400		
TOTAL	0	50,000	100,000	125,000	2,049,500	2,069,500	4,394,000		