

PUBLIC WORKS AGENCY

TABLE OF CONTENTS

	<i>Budget Unit</i>	<i>Page</i>
Introduction.....		J-5
County Engineering & Administration		
Administration	2400000	J-19
Administrative Services	2700000	J-25
Antelope Public Facilities Financing Plan	3070000	J-31
Architectural Services	2420000	J-33
Bradshaw Road/US 50 Corridor Financing District	3081000	J-38
Building Inspection	2150000	J-41
Building Inspection-Operations	2100000	J-47
Construction Management	2300000	J-53
Contract Costs/Governmental Agencies	2410000	J-58
Contribution to Paratransit	4650000	J-59
County Service Area No. 5	2540000	J-61
County Service Area No. 7	2856000	J-63
Development and Surveyor Services	2450000	J-65
East Elk Grove Public Facilities Financing Plan	1282848	J-70
Elk Grove/West Vineyard Public Facilities Financing Plan	2840000	J-72
Gold River Station No. 7 Landscape CFD.....	1370000	J-74
Laguna Community Facilities District.....	3090000	J-76
Laguna Creek Ranch/Elliott Ranch CFD No. 1	2870000	J-78
Laguna Stonelake CFD	1300000	J-80
Laguna Stonelake Development Fee.....	1301000	J-82
Mather Landscape CFD	1320000	J-84
Mather Public Facilities Financing Plan	1360000	J-86
Park Meadows CFD	1310000	J-87
Public Works Countywide Services.....	2820000	J-88

General Services

Public Works Agency - General Services.....	7000000/2070000	J-91
Airport District.....	7007440	J-99
Bradshaw District.....	7007420	J-103
Capital Construction	3100000	J-107
Contract & Purchasing Services	7007063	J-121
Downtown District.....	7007430	J-125
Energy Management	7007046	J-129
Fleet Services - Heavy Equipment.....	7007600	J-131
Fleet Services - Light Equipment.....	7007500	J-135
Office of the Director.....	7110000	J-139
Parking Enterprise.....	7990000	J-143
Real Estate.....	7007030	J-147
Security Services.....	7450000	J-151
Support Services	7700000	J-155

Transportation

Transportation.....	2600000	J-159
Citrus Heights Road Maintenance & Operations.....	2915000	J-167
County Service Area No. 1	2530000	J-171
Landscape Maintenance District.....	3300000	J-177
Roads.....	2900000	J-183
Roadways	2910000	J-191
Transportation Sales Tax	2140000	J-199

Waste Management and Recycling

Refuse Enterprise (Operations & Capital Outlay)	2200000/2250000	J-205
Citrus Heights Refuse Services.....	2260000	J-215
Solid Waste Authority.....	2240000	J-219

Water Quality

Water Quality	2550000	J-223
WQ - Sacramento Regional Wastewater Treatment Plant.....	2560000	J-231
County Sanitation District No. 1	3005000	J-235
WQ - CSD No. 1 Rehabilitation/Capital Outlay.....	3004000	J-237
WQ - County Sanitation District No. 1 Trunk Improvements.....	3006000	J-239
WQ - Sacramento Regional CSD - 2000 Revenue Bonds.....	3004100	J-241
WQ - County Sanitation District - 2000 Revenue Bonds	3004200	J-243
WQ - County Sanitation District Expansion - Construction.....	3029000	J-245
WQ - County Sanitation District - Debt Service.....	9607000	J-246
WQ - County Sanitation District - Operating Capital Outlay.....	3030000	J-248
WQ - County Sanitation District - Operations.....	3028000	J-250

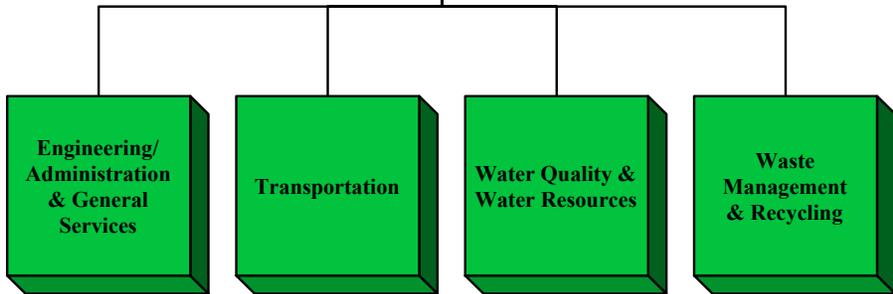
Water Resources

Water Resources	2510000	J-253
Water Resources - North Vineyard Station Right-of-Way	2818000	J-258
Water Resources - Stormwater Utility District.....	3220001	J-259
Water Resources - Water Agency Financing Authority	3056000	J-261
Water Resources - Water Agency - Zone 11A	2815000	J-262
Water Resources - Water Agency - Zone 11B.....	2816000	J-264
Water Resources - Water Agency - Zone 11C.....	2817000	J-266
Water Resources - Water Agency - Zone 12	3066000	J-268
Water Resources - Water Agency - Zone 13	3044000	J-269
Water Resources - Water Agency - Zone 40	3050000	J-271
Water Resources - Water Agency - Zone 41	3055000	J-273

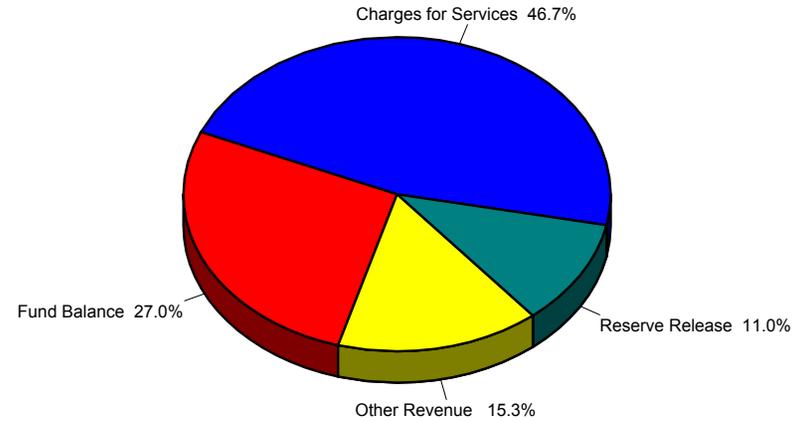
INTRODUCTION

Agency Structure

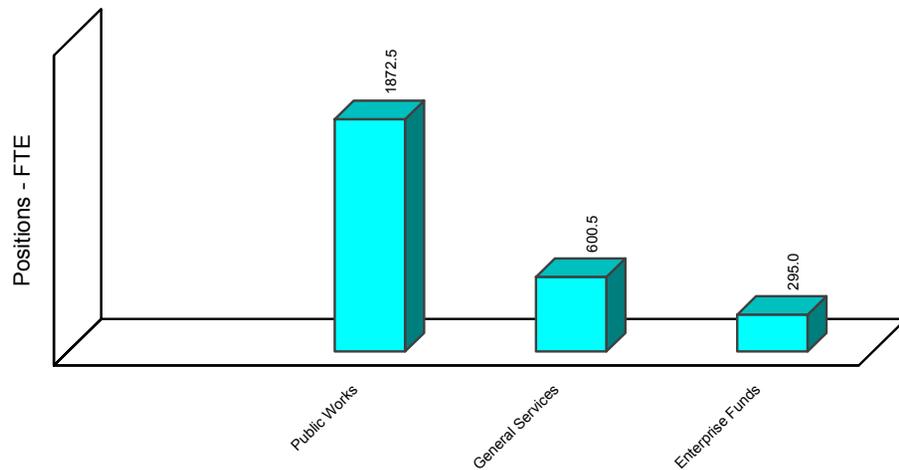
CHERYL CRESO, Agency Administrator



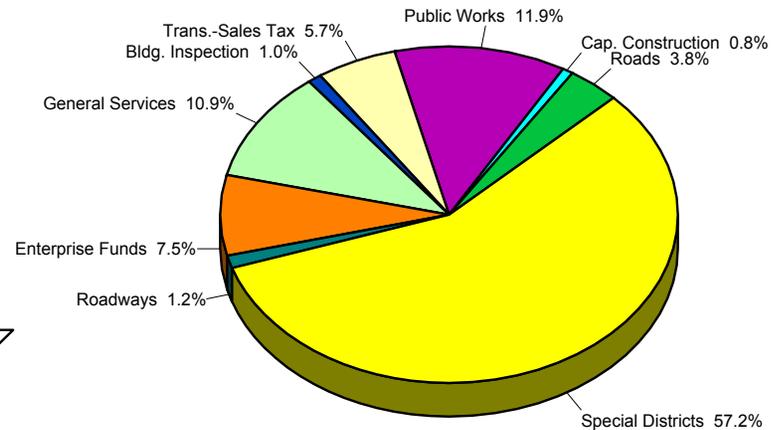
Financing Sources



Staffing



Financing Uses



The Public Works Agency was formed in 1994. Cheryl Creson, the newly appointed Public Works Agency Administrator, provides budgetary, financial and management direction to the Agency. The Agency oversees the Departments of County Engineering and Administration, General Services, Transportation, Water Resources, Water Quality, and Waste Management and Recycling. Directors of these Departments are responsible for managing Public Works and General Services Internal Services Funds, Governmental Funds, Public Service Enterprise Funds governed by the Board of Directors, and Special Revenue Fund Districts governed by the Board of Supervisors. Each of the Governmental and Enterprise Funds and Revenue Fund Districts are comprised of various districts, services areas, and zones.

The six departments of the Public Works Agency and their respective mandates are:

Department of County Engineering and Administration: Manages the Agency's capital construction, architectural and engineering design programs, residential and construction inspection, and roadway-related activities. Divisions included under this department's responsibilities are Architectural Services, Development and Surveyor Services, Building Inspection and Construction Management. In addition, this department is responsible for the Agency's Administrative Management Unit and the Administrative Services Division, which primarily provide financial and technology support to the Agency's operating units.

Department of General Services: The Department of General Services merged with the Public Works Agency as a result of an organizational realignment in 1998. This department was created to centralize the activities of entities providing services to other county departments. The Department of General Services is comprised of the Business Services Support Group, the Facility and Property Services Group and the Administrative Services Group. Units managed by the three groups include Administrative Services, Real Estate, Energy Management, Facilities Maintenance and Operations Districts, Security, Capital Construction Fund, Facility Planning and Management and Comprehensive Master Planning, Special Projects and Parking, Contract and Purchasing Services, Fleet Services Light and Heavy Equipment, and Support Services.

Department of Transportation: This department provides road improvement services in the Unincorporated Area of Sacramento County. It has three broad areas of responsibility: Engineering, Planning and Design; Pavement, Bridge, Roadside and Landscape Maintenance; and Traffic Operations.

Department of Waste Management and Recycling: This department provides for the development, operations, and maintenance of the Sacramento County's solid waste management system. The services provided to all single family, duplex, and some multiple family dwellings in the Unincorporated Area of the County include: residential refuse collection, curbside collection of recyclables, and green waste collection. The department operates and maintains the county landfill, two transfer stations and manages the operation of the landfill gas to energy facility. Residential collection services are provided for the cities of Citrus Heights, Elk Grove, and Rancho Cordova. Staff services are provided for the Sacramento Regional Solid Waste Authority.

Department of Water Quality: This department manages the operating divisions within Water Quality and the Sacramento Regional Wastewater Treatment Plant, as well as the Walnut Grove and Courtland Wastewater Treatment Plants. Their purpose is to provide planning, design, and ongoing operation and maintenance of the Regional Sanitation District wastewater treatment and conveyance facilities, the County Sanitation District No. 1 sanitary sewer collection system and the maintenance of the county storm drainage collection and potable water distribution systems.

Department of Water Resources: This department manages the operating divisions within Water Resources and its attendant districts. Their purpose is to protect, maintain, and enhance public health, safety, and general welfare in the areas of drainage, flood control and provision of fresh water.

In total, the Public Works Agency is comprised of over 73 governmental and proprietary funds that provide utility, infrastructure and asset management services to other governmental agencies as well as residents of the Unincorporated Area of Sacramento County.

Agency Fund Centers/Departments/Divisions

Fund	Fund Center	Division/District	Appropriations	Financing	Services for General Fund	Positions
County Engineering and Administration						
033A	2400000	Administration	2,314,997	2,314,997	0	8.0
033A	2700000	Administrative Services	16,203,740	16,203,740	0	169.0
101A	3070000	Antelope Public Facilities Fin. Plan	6,718,861	6,718,861	0	0.0
115A	3081000	Bradshaw Rd/US 50 Corridor Fin. Dist.	1,041,743	1,041,743	0	0.0
254A	2540000	County Service Area No. 5	133,882	133,882	0	0.0
256A	2856000	County Service Area No. 7	3,621	3,621	0	0.0
128B	1282848	East Elk Grove-PFFP	12,242,989	12,242,989	0	0.0
108A	2840000	Elk Grove/West Vineyard PFFP	38,464,746	38,464,746	0	0.0
105A	2870000	Laguna Creek Ranch Elliott CFD No. 1	6,091,234	6,091,234	0	0.0
107A	3090000	Laguna Community Facilities Dist.	26,510,437	26,510,437	0	0.0
130A	1300000	Laguna Stonelake CFD-Bond Proceeds	573,860	573,860	0	0.0
130B/C	1301000	Laguna Stonelake CFD-Dev. Fees	671,569	671,569	0	0.0
132A	1320000	Mather Landscape Maintenance Dist	144,504	144,504	0	0.0
136A/B	1360000	Mather PFFP	3,216,332	3,216,332	0	0.0
131A	1310000	Park Meadows CFD Bond	215,157	215,157	0	0.0
137A	1370000	Gold River Station No. 7 Landscape CFD	72,465	72,465	0	0.0
033A	2420000	Architectural Services	7,161,998	7,161,998	0	61.0
021A/B	2150000	Building Inspection	13,575,789	13,575,789	0	0.0
033A	2100000	Building Inspection Operations	13,191,254	13,191,254	0	143.0
033A	2300000	Construction Management	19,904,187	19,904,187	0	169.0
033A	2450000	Development & Surveyor Services	9,069,924	9,069,924	0	61.0
SUBTOTAL			\$ 177,523,289	\$ 177,523,289	0	611.0
General Services						
035F	7007420	Bldg Maint & Operations -Bradshaw	14,232,813	6,974,078	7,258,735	125.0
035F	7007430	Bldg Maint & Operations -Downtown	10,023,409	3,608,427	6,414,982	87.0
035F	7007440	Bldg Maint & Operations -Airport	6,134,734	6,134,734	0	50.0
035F	7450000	Custodial/Security	2,308,649	738,768	1,569,881	51.0
007A	3100000	Capital Construction	10,586,422	10,586,422	0	0.0
035F	7007046	Energy Management	7,258,572	1,669,472	5,589,100	1.0
035M	7007600	Fleet Services	19,113,603	19,113,603	0	111.0
035L	7007500	PW-Light Fleet	20,655,687	8,262,275	12,393,412	46.0
034A	2070000	Capital Outlay	2,226,234	650,000	1,576,234	0.0
035C	7110000	Office of the Director	1,240,007	1,240,007	0	29.0
056A	7990000	Parking Enterprise	2,788,413	2,788,413	0	11.0
035H	7007063	Purchasing/Contract Services	3,017,365	1,961,287	1,056,078	27.5
035K	7007030	Real Estate	50,196,361	32,627,635	17,568,726	30.0
035J	7700000	Support Services	12,585,192	3,775,558	8,809,634	43.0
SUBTOTAL			\$ 162,367,461	\$ 100,130,679	\$ 62,236,782	611.5

Fund	Fund Center	Division/District	Appropriations	Financing	Services for General Fund	Positions
Transportation						
033A	2600000	Transportation	45,181,451	45,181,451	0	373.5
027A	2915000	Citrus Heights Road M & O	1,154,808	1,154,808	0	0.0
253A	2530000	County Service Area No. 1	4,807,256	4,807,256	0	0.0
330A	3300000	Landscape Maintenance District	830,762	830,762	0	0.0
005A	2900000	Roads	51,851,309	51,851,309	0	0.0
025A	2910000	Roadways	16,869,655	16,869,655	0	0.0
026A	2140000	Transportation Sales Tax	78,608,271	78,608,271	0	0.0
SUBTOTAL			\$ 199,303,512	\$ 199,303,512	0	373.5
Waste Management and Recycling						
051A	2200000	Refuse Enterprise - Operations	77,376,116	77,376,116	0	271.0
052A	2250000	Capital Outlay	13,087,786	13,087,786	0	0.0
049A	2260000	Citrus Heights Refuse Services	5,056,724	5,056,724	0	13.0
050A	2240000	Solid Waste Authority	4,498,283	4,498,283	0	0.0
SUBTOTAL			\$ 100,018,909	\$ 100,018,909	0	284.0
Water Quality						
033A	2550000	Water Quality	51,353,044	51,353,044	0	457.0
033A	2560000	Water Quality - SRWTP	28,694,817	28,694,817	0	305.0
267A	3005000	County Sanitation District No. 1	30,435,928	30,435,928	0	0.0
240D	3004200	CSD No. 1 2000 Revenue Bonds	3,604,722	3,604,722	0	0.0
268A	3006000	CSD No. 1 Trunk Improvements	31,610,437	31,610,437	0	0.0
269B	3004000	CSD No. 1 Rehab - Capital Outlay	8,386,029	8,386,029	0	0.0
261A	3028000	SRCSO-Operations	78,620,505	78,620,505	0	0.0
240C	3004100	SRCSO 2000 Revenue Bonds	35,552,092	35,552,092	0	0.0
262A	3030000	SRCSO Operating/Capital Outlay	231,471,792	231,471,792	0	0.0
265A	9607000	SRCSO- Debt Service	5,265,495	5,265,495	0	0.0
SUBTOTAL			\$ 504,994,861	\$ 504,994,861	0	762.0

Fund	Fund Center	Division/District	Appropriations	Financing	Services for General Fund	Positions
Water Resources						
033A	2510000	Water Resources	15,485,690	15,485,690	0	126.0
322A	3220001	Sacto Co. Storm Water Utility Dist.	58,329,318	58,329,318	0	0.0
315A	2815000	SCWA - Zone 11A	12,665,589	12,665,589	0	0.0
315B	2816000	SCWA - Zone 11B	2,370,047	2,370,047	0	0.0
315C	2817000	SCWA - Zone 11C	2,510,226	2,510,226	0	0.0
	2818000	No. Vineyard Station Right of Way	696,000	696,000	0	0.0
319A	3066000	SCWA - Zone 12	5,959,380	5,959,380	0	0.0
318A	3044000	SCWA - Zone 13	2,877,714	2,877,714	0	0.0
320A	3050000	SCWA - Zone 40	111,933,027	111,933,027	0	0.0
320B	3055000	SCWA - Zone 41	12,565,129	12,565,129	0	0.0
	3056000	SCWA - Financing Authority	2,285,807	2,285,807	0	0.0
SUBTOTAL			\$ 227,677,927	\$ 227,677,927	0	126.0
Non-Agency Fund Centers/Departments (Coordination)						
001A	4650000	Contribution to Paratransit	66,600	0	66,600	0.0
001A	2820000	Public Works Countywide Services	20,100	3,754	16,346	0.0
SUBTOTAL			\$ 86,700	\$ 3,754	\$ 82,946	0.0
GRAND TOTAL			\$ 1,371,972,659	\$ 1,309,652,931	\$ 62,319,728	2,768.0

COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)
 SCHEDULE 10 - OPERATIONS OF
 INTERNAL SERVICE FUND
 FISCAL YEAR 2002-03

Public Works Agency/ (033A)

CLASSIFICATION
 FUNCTION:
 ACTIVITY: Summary
 FUND: INTERNAL SERVICE FUND

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
OPERATING INCOME					
Charges for Services	177,590,031	188,121,850	188,228,904	209,465,361	204,538,248
Total	177,590,031	188,121,850	188,228,904	209,465,361	204,538,248
OPERATING EXPENSES					
Salaries/Benefits	104,820,236	116,692,857	123,174,831	148,512,482	146,721,775
Services & Supplies	55,080,208	53,737,997	58,960,253	58,781,718	55,601,312
Other Charges	4,576,464	5,497,383	6,202,838	4,112,374	4,112,374
Depreciation/Amort	1,135,345	1,104,983	1,222,218	1,253,309	1,253,309
Interfund Chgs/Reimb	-2,291	0	0	0	0
Intrafund Chgs/Reimb	-116,031	-40,085	0	0	0
Costs of Goods Sold	-391	-101	0	0	0
Total Oper. Expenses	165,493,540	176,993,034	189,560,140	212,659,883	207,688,770
NONOPERATING REVENUE					
Gain/Sale/ Property	4,593	2	0	0	0
Other Revenues	2,543,898	2,372,966	2,504,810	4,066,904	4,022,904
Total Nonoperating Revenue	2,548,491	2,372,968	2,504,810	4,066,904	4,022,904
NONOPERATING EXPENSES					
Equipment	320,802	273,334	263,150	356,800	356,800
Improvements	34,406	21,882	75,504	0	0
Other	632,115	599,363	834,920	515,582	515,582
Total Nonoperating Expenses	987,323	894,579	1,173,574	872,382	872,382
NET INCOME (LOSS)	13,657,659	12,607,205	0	0	0
Positions	1,667.5	1,698.5	1,686.5	1,873.5	1,872.5

**SUMMARY OF POSITIONS
PUBLIC WORKS INTERNAL SERVICE FUND**

DIVISION	ADOPTED 2002-03	ACTUAL JUNE 30, 2003	REQUESTED 2003-04	ADOPTED 2003-04
Administration	6.0	8.0	8.0	8.0
Administrative Services	159.0	167.0	169.0	169.0
Architectural Services	61.0	61.0	61.0	61.0
Building Inspection	0.0	0.0	143.0	143.0
Construction Management	164.0	169.0	169.0	169.0
Dev & Surveyor Svcs.	62.0	61.0	61.0	61.0
Transportation	375.5	373.5	373.5	373.5
Water Quality	444.0	443.0	457.0	457.0
Water Quality-SRWTP	291.0	290.0	306.0	305.0
Water Resources	124.0	126.0	126.0	126.0
Totals	1,686.5	1,698.5	1,873.5	1,872.5

FISCAL YEAR 2002-03 MIDYEAR CHANGES:

AGENCY ADMINISTRATION – One Account Clerk and one Office Assistant position was transferred from the Building Inspection Division.

ADMINISTRATIVE SERVICES – Two Office Assistant II's were transferred to the Consolidated Utility Billing Section and two Account Clerks were moved to Accounting and Fiscal Services Section from the Building Inspection Division. One Information Technology (IT) Analyst II was transferred from the Water Quality Department and the Manager of Special Districts was transferred from the Development and Surveyor Services Division to Management Information Services. One IT Analyst II was transferred from Office of Communication and Information Technology (OCIT) and the one Office Assistant was transferred from the Building Inspection Division to Management Information Services.

CONSTRUCTION MANAGEMENT – One Senior Civil Engineer was transferred to the Building Inspection Division and one Associate Civil Engineer was transferred from the Department of Transportation. Five positions were transferred from the Building Inspection Division: one Office Assistant II, one Engineering Technician, one Engineering Technician II Limited Term (L.T.), and two limited term Building Inspector II.

DEVELOPER AND SURVEYOR SERVICES – One Manager of Special Districts was transferred to Management Information Section.

TRANSPORTATION – One Associate Civil Engineer position was transferred to Construction Management Division and one Principal Civil Engineer (L.T.) was transferred to Building Inspection.

WATER QUALITY – The count was reduced due to the erroneous inclusion of one Assistant Civil Engineer in the Rotating Engineer Program.

WATER QUALITY – REGIONAL PLANT – One Water Quality Control System Technician was reallocated to an Information Technology Analyst II and transferred to the Management Information Services section of the Administrative Services Division.

WATER RESOURCES – Two midyear positions were added, one Administrative Services Officer II and one Communications and Media Officer I.

FISCAL YEAR 2003-04 CHANGES:

ADMINISTRATIVE SERVICES – One Senior IT Analyst and one IT Analyst are being transferred from OCIT to the MIS section.

BUILDING INSPECTION - Due to a financial reorganization of Building Inspection's operations effective July 1, 2003, 143 positions were transferred into Fund 033A.

WATER QUALITY – A total of 29.0 new positions are being added midyear including: 14.0 new positions to support projects in the Capital Improvement Program, and 15.0 new positions at the Regional Plant to supplement operational efforts to meet stricter environmental and federal guidelines.

FISCAL YEAR 2003-04 ADDITIONAL POSITIONS:

No new positions requested are being recommended at this time.

Staffing changes are reflected in Schedule 10 for each unit.

PERFORMANCE MEASURES:

DEPARTMENT OF COUNTY ENGINEERING AND ADMINISTRATION:

ACCOUNTING & FISCAL SERVICES

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
1. All financial reporting information including State Controller's Reports, financial statements and audit work papers submitted to Department of Finance or others as required	Meet submission deadline for State Controllers Report information to Department of Finance	6	6	6	6
	Financial Statements and work papers compiled for audit and submitted to independent auditors, or the Department of Finance on agreed dates	14	15	15	15
2. Earn Certificate of Achievement for Excellence in Financial Reporting for all Comprehensive Annual Financial Reports (CAFRs)	Financial Statements and work papers compiled and submitted for audit to the County's independent Certified Public Accounting firm by agreed dates	3	3	3	4
	CAFR's, which comply to award specifications, are submitted to the Governmental Finance Officer's Association by December 31 st of each year	3	3	3	4

BUILDING INSPECTION DIVISION - OPERATIONS

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
3. Ensure public health and safety for all County residents through an efficient permit and inspection system that supports the provision of ongoing professional permit review services by trained staff that meet customer needs. The attainment of customer service excellence is further enhanced by the provision of after hours service for customer convenience; i.e., early pickup of permits	Initial plan review turn around time for residential Master Plans (number of working days)	16	15	16	15
	Initial plan review turnaround time for medium-sized commercial projects (number of working days)	17	16	16	14
	Initial plan review turnaround time for large commercial projects (number of working days)	25	23	24	21

BUILDING INSPECTION DIVISION – OPERATIONS (continued)

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
4. Inspectors are highly trained with many certificates in code proficiency	Delivery time (after inspection call) for professional, commercial inspections by inspectors specializing in each trade (number of working days)		1	1	1
5. Our staff provides effective delivery of services to all customers in the most user friendly, professional manner possible with the full intent of meeting customer expectations while maintaining our mandates for compliance with State Codes, and our mandate of keeping construction sites from impacting waterways	Delivery time (after inspection call) for professional, user-friendly, combination residential inspection services after permits are issued. Helpful handouts on construction techniques and codes are made available to customers on sites (number of working days) Note: workload equals 15 stops per inspector per day		1	1	1
	Monthly enforcement and training time per site in storm water pollution prevention for the construction industry and homeowners to prevent construction debris and silt from negatively impacting our creeks and rivers leading to a reduction in problem sites; and the prevention of fines to the County (number of working days) Note: problem site time varies		2	2	2
	Monthly outreach activity time and number of flyers (varies) issued to provide useful information to the public and responsiveness to their suggestions for improved services (number of working days).		2	2	2

ARCHITECTURAL SERVICES DIVISION

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
6. Provide cost estimate training for Architectural Services Division Project Managers which will enable them to be more proficient at design and construction estimates.	Percent of project bids that fall within 20 percent of Engineers cost estimate for projects under \$100,000	87	80	63	65
	Percent of bids that fall within 15 percent of Engineers cost estimate for projects over \$100,000 and less than \$300,000	67	65	71	70
	Percent of project bids that fall within 10 percent of Engineers cost estimate for projects over \$300,000.	64	65	76	75

CONSOLIDATED UTILITIES BILLING SERVICE

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
7. Accurate and timely billing	Percent of billing accuracy	99.7	99.8	99.9	99.95
	Percent of bill mailing delay	0.4	0.3	0.2	0.2
8. Quality Customer Service	Percent of Customer Complaints compared to total transactions	0.1	0.1	0.08	0.07
	Average call response time (minutes)	1.8	1.5	1.7	1.5

CONSTRUCTION MANAGEMENT DIVISION

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
9. Subdivision Inspections	Number of subdivisions accepted	85	150	78	90
10. Encroachment Permit Inspections	Number of Encroachment Permits Inspected	827	600	683	750
11. Contract Inspections	Dollar amount (millions) of progress payments made on County construction contracts	\$64	\$125	\$99	\$250

DEVELOPMENT AND SURVEYOR SERVICES DIVISION

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
12. Special district funding is available for projects and programs	Percent of district tax levies submitted on time	100	100	100	100
	Discrepancy rate per 100,000 tax levies submitted (measured by listing produced by the Auditor's Office before tax bills are sent out).	38.4	34.5	1.39	1.0
	Cancel and reissue rate per 100,000 tax levies submitted (indicating inaccurate tax bills that were sent to taxpayers and needed correction)	4.3	3.9	.16	0.0
13. Improved Community Development through efficient and expeditious review of Final Maps, Improvement Plans, Encroachment Permits, and other miscellaneous permits	Initial turnaround time for Final Subdivision Maps (working days)	24	20	26	20
	Initial turnaround time for Improvement Plans (working days)	26	20	21	20
	Initial turnaround time for Encroachment Permits (working days)	12	10	12	10
14. Improved Public Infrastructure through design and construction, surveys of public infrastructure improvement projects, establishment of public rights of way and easements, and the preservation of survey monuments	Estimated value of projects surveyed for design (millions of dollars)			\$76.50	\$30
	Estimated value of projects surveyed for construction (millions of dollars)			\$43	\$70
	Number of rights of way and easements prepared for property acquisitions			12	25
	Number of survey monuments re-set after construction.			137	200

MANAGEMENT INFORMATION SECTION

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
15. Reduce cost of service delivery	Number of converted contract positions (cumulative)	27	23	40	35
	Number of Windows 95 PCs (high support cost) conversion to Windows 98	165	0	0	0
16. Shorten PC equipment delivery cycle	Number of steps to procurement process	24	20	20	17

DEPARTMENT OF GENERAL SERVICES:

ADMINISTRATIVE SERVICES GROUP

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
1. General Services has the workforce to effectively carry out the mission of the department	Number and percentage of vacant positions full time equivalent (FTE)	52.2 / 9%	42.2 / 7%	38.7 / 6%	33.7 / 5%
2. General Services employees have a safe and healthy working environment (2003 Target lowered to a projected 10% reduction due lower employee morale in budget reduction environment)	Incidence rate (number of occupational injuries and illnesses)	10.9	8.2	15.3	13.8
	Frequency rate (number of lost-time incidences)	6.3	4.5	7.1	6.4
	Severity rate (number of lost work-days)	197.2	148.0	337.3	303.6
	Hazard control practices: Number of Cal/OSHA inspections Number of Cal/OSHA citations \$ amount of Cal/OSHA fines	1 2 ¹ \$21,375 ²	0 0 \$0	0 0 \$0	0 0 \$0

¹ Cal/OSHA inspection initiated in October 2001 but citations not issued until April 2002.

² Original fines totaled \$50,000 but a Pre-Appeal settlement was reached between DGS and Cal/OSHA in February 2003 whereby the fines were reduced for both citations.

General Services Injury/Illness Rates:

2002:

75 recordables x 200,000* divided by 980,132 hours worked = **15.3 Incidence Rate**

~ For every 100 employees in the Department of General Service, **15.3** experienced a work-related injury/illness

35 lost time injuries/illnesses x 200,000* divided by 980,132 hours worked = **7.1 Frequency Rate**

~ For every 100 employees in Department of General Service, **7.1** experienced a work-related injury/illness requiring lost workdays and/or restricted duty

1,653 days lost x 200,000* divided by 980,132 hours worked = **337.3 Severity Rate**

~ For every 100 employees in Department of General Service, **337.3** days were either lost and/or restricted due to a work-related injuries/illnesses

BUSINESS SUPPORT SERVICES GROUP-CONTRACT AND PURCHASING SERVICES

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
3. Use of California Uniform Public Construction Cost Accounting Act (CUPCCAA) informal bidding program	Number of training sessions provided	3	3	3	3
	Number of Attendees	40	35	40	35
	Number of CUPCCAA projects:				
	> By purchase order	30	28	21	32
> By informal bid	23	20	31	30	
> By force account	26	25	33	25	

FACILITY AND PROPERTY SERVICES GROUP - REAL ESTATE

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
4. Support the missions of the customer/tenants (facility issues don't interfere with, but rather support the day to day business of customer/tenants)	Number of trouble calls received	17,000 ¹	16,500 ¹	25,777	32,500
	Number of trouble calls corrected	15,300 ¹	14,885 ¹	21,921	28,300
	Number of trouble calls backlogged	1,700 ¹	1,615 ¹	3,856	4,200
	Percent of trouble calls status reports communicated to customer	N/A	100% ¹	85%	95%
5. Maximize effectiveness of infrastructure; minimize total cost of ownership of County-owned facilities (through an effective and comprehensive facility assessment program (for maintenance issues, as well as, ADA compliance) NOTE: Facility Assessment is the responsibility of Facility Planning & Management, but is carried out in partnership with the Maintenance and Operations Districts.	Maintenance Facility Assessments: Total square feet assessed and entered into central database	383,900	7,000,000	1,020,800 ²	1,000,000 ³
	ADA compliance reassessment (square feet) ⁴	TBD	1,000,000	597,000	500,000
	Number of work orders generated	Not available ¹	Not available ¹	Not available ¹	Not available ¹
	Number of work orders completed	Not available ¹	Not available ¹	Not available ¹	Not available ¹

- Computer Aided Facilities Management (CAFM) system implemented the Maintenance module in March of 2002. Requests and notifications of job status was web enabled April of 2002. Additional phases of CAFM are currently in development and implementation. Until this system is fully functional, customer notifications, as well as accurate data will be difficult to report. These figures are based on extrapolating the hard data for a few facilities over all three districts. Additionally, as more meaningful data becomes available, reported figures will change.
- Due to budget constraints and staffing reductions, Capital Construction Fund projects, including facility assessments, continue to be severely restricted.
- Staffing and funding shortage precluded a more aggressive program.
- We currently can't identify ADA projects as they are imbedded in larger projects. The refreshing of the County Transition Plan will enable discrete ADA projects to be identified and tracked. This should occur in late Fiscal Year 2003-04.

FACILITY AND PROPERTY SERVICES GROUP - FACILITY PLANNING AND MANAGEMENT

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
6. Customer tenants have appropriate and adequate space	Approval date of the Downtown & Bradshaw Master Plan EIR by Board of Supervisors:	1/16/02	N/A	N/A	N/A
	Approval date of the Comprehensive Master Plan by Board of Supervisors	--	09/02	Changes needed ¹	2nd Qtr 2003 ¹
	Identification date of funding for facilities in Master Plan (will vary by facility)	12/01	N/A	Format complete for clearly identifying funding (updated CIP as well as internal worksheets)	Actual acquisition of funding depends on budget constraints and impact on program growth.
	Completion of facilities identified in the Master Plan (will vary by facility)	N/A	N/A	N/A	N/A
	Update Board of Supervisors twice per year (date)	02/02	06/02	Postponed ¹	Postponed ¹
7. Customer tenants current space meets their operational needs (requests for alterations/improvements & new space are processed in a satisfactory manner)	Percent of approved requests to total number of requests	100%	85% ²	70%	50%
	Number of annual capital projects funded (measured during budget process and again at year end)	90	65-70 ³	50 ³	15 ³

- Due to severe budget constraints, and significant changes in major projects, the Master Plan is being revised. The Capital Improvement Plan will be published annually with the Budget effective Fiscal Year 2003-03.
- Due to budget constraints, lease approvals have been severely restricted.
- Due to budget constraints, Capital Construction Fund projects continue to be severely restricted.

FACILITY AND PROPERTY SERVICES GROUP - PARKING/SPECIAL PROJECTS

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	Target 2002	ACTUAL 2002	TARGET 2003
8. Providing basic parking services	Number of County employees parking in County owned lots (downtown/other)	1835/2440	1840/2600	1865/2525	1865/2525
	Number of public spaces under division's control (downtown/other)	1040/1820	1040/2000	1040/2000	1045/2020
	Number of complaints about parking facilities	3	5	3	5
	Budget dollars committed to facility improvements/repairs	\$521,000	\$500,000	\$485,033	\$475,000
9. Maintaining reasonable rates	Monthly rate as percent of rates in nearby private lots	26 - 67	25 - 70	22 - 65	22 - 65
	Bicycle rates as percent of rates in nearby private lots	N/A	N/A	No charge	No charge
	Additional annual average savings to monthly parking through tax deferred status	\$165	\$218	\$218	\$218
	Hourly rate as percent of rates in nearby private lots	25 - 80	25 - 80	25 - 75	25 - 75
10. Finding opportunities to collaborate	Number of interactions with City and State:				
	Quarterly	1	1	1	1
	Monthly	1	1	1	1
11. Exploiting opportunities to collaborate	Number of collaborative opportunities acted upon	3 ¹	3	2 ¹	0 ²
12. Benefits of collaboration	Dollar savings from collaborative efforts:				
	Parking lot Cleaning	\$500	\$500	\$---	\$---
	Juror use of Regional Transit ³ Agreement for jury overflow	\$140,000 \$50,000	\$140,000 \$50,000	\$140,000 \$50,000	\$140,000 \$50,000

- Includes providing parking for multiple agencies and taking part in City two-way street conversion.
- It is anticipated that the manager position will be changed and the primary focus will be on managing the Parking Division with little extra effort on collaboration, which has become the focus of another department.
- These savings benefit the General Fund but not the division directly

DEPARTMENT OF TRANSPORTATION:

DESIGN SERVICES

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
1. Design transportation facilities in a cost effective manner	Percent of measure output of construction project costs compared to consultant costs	41*	38	44	40
	Percent of measure output of construction project costs compared to in-house design squad staff costs	33*	30	41	33
	Percent of measure change order costs as a percentage of construction (00/01 based upon 3/1/00 data)	2.45	2.2	2.8	2.3

*Note: Projects typically take several budget years. Consultant contracts are encumbered for the full amount in the year the project begins, while staff costs are on a year-by-year basis. The actual percentages shown are for all active projects in that fiscal year and total costs from inception to date.

MAINTENANCE AND OPERATIONS

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
2. Maintain the structural integrity and rehabilitation of roads in need of surface treatment.	Square feet of pavement repairs performed on the road system	2,290,000	2,300,000	2,912,382	1,452,000
3. Maintain all regulatory, warning, and guide signs through a 7-10 year replacement and repair program.	Number of signs reset and replaced	22,100	23,500	22,300	21,500
4. Utilize an integrated pest management program for vegetation control on roadside shoulders and drainage ditches adjacent to the roadway	Number miles mowed per year.	1,681	1,800	1,944	2,100
	Number of lane miles treated with herbicide mowing	68	70	65	70
	Number of lane miles treated with herbicides	1,784	1,850	2,021	2,050

PLANNING

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
5. Review of improvement plans for private developments	Review turn around time on first submittals (Number of days to complete comments from days or receipt)	10	20	13	10
	Review time on subsequent submittals (Number of days to complete comments from date of resubmittal)	8	10	8	5

PUBLIC INFORMATION

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
6. Publicize what we do and who we are	Number of print articles, radio interviews and television news stories about the department, its programs or its employees	92	100	106	100
7. Present the CAN (Care About Neighborhoods) Goes to School program	Number of Presentations to School Grades 1-4	25	35	17*	30
	Number of Presentations to School Grades 6-9*	0	0	0	0
8. Radar Trailer deployment usage time that allows customers to check their driving speed	Trailer deployment hours per month	880	1000	1444	1100**

* 2002 actual is low due to a depletion of funding resources material
 ** Slow start to 2003 due to some trailer maintenance problems

SIGNAL OPERATIONS

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
9. Improve travel times on selected corridors	Improve average speed, (MPH over length of corridor)	Decreased Avg. 2 MPH	Improve by Avg. 2 MPH	Decreased Avg. 0.5 MPH	Improve by Avg. 2 MPH
	Reduce delays (total seconds stopped over length of corridor)	Increased by Avg. 13 seconds	Reduce by Avg. 15 seconds	Increased by Avg. 7 seconds	Reduce by Avg. 15 seconds
	Reduce number of stops (number of intersection stops over length of corridor)	Reduced by Avg. 0.2 stops	Reduce by Avg. 1 stop	Increased by Avg. 0.8 stops	Reduce by Avg. 1 stop

DEPARTMENT OF WASTE MANAGEMENT AND RECYCLING:

WASTE MANAGEMENT AND RECYCLING

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
1. Preserve landfill capacity and maintain market share	Tons disposed	476,000	550,000	556,000	567,000
	Percent of diversion/recycled waste	51	50	50	50
	Percent of landfill space consumed with dirt	29	<20	14.5	<20
	Maintain stable and competitive rates (\$/ton)	\$26.00	\$26.00	\$26.00	\$26.00
2. Be the provider of choice for residential garbage and recycle collection services	Maintain stable and competitive rates (\$/month)	\$19.55	\$19.55	\$19.55	\$19.55
	Percent of missed cans on collection day	NA	<1	<0.5	<1
	Percent of clean air vehicles in fleet	0	40	44	50
3. Provide education and information that meets the needs of our customers	Publications distributed to residents	3	3	4	4
	Average customer service inquiries per month	5,800	6,500	6,700	6,000
	Average website "hits" (per month)	1,100	2,000	5,000	6,000

WATER QUALITY:

COLLECTION SYSTEMS DIVISION

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
1. Review of improvement plans	Average submittal turnaround time (number of days to complete comments from date of receipt)	12	12	12	11

SACRAMENTO REGIONAL WASTEWATER TREATMENT PLANT

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
2. Cost-effective wastewater treatment service	Cost per million gallons	\$675	\$700	\$746	\$775
3. Safe working environment	Frequency rate	18.0	22.0	7.7	18.0
	Severity rate	531	384	342	384
	Incident rate	7.6	9	5.8	9

WATER RESOURCES:

DRAINAGE OPERATIONS AND MAINTENANCE

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
1. Keep drainage channels clean to allow for maximum flow of stormwater	Miles of concrete channel cleaned	42	39.9	41	40
	Miles of concrete channel repair	39	22.3	5	10
	Miles of hand crew cleaning	125	165.9	180	150
	Miles of mechanical mowing	41	37.4	50	40
	Miles of mechanical channel cleaning	7	20.3	24	20
	Miles of weed control spraying	401	391.3	414	400
2. Keep drainage pipes clean to allow for maximum flow of stormwater	Miles of mainline and lateral pipes cleaned	---	---	227	150
3. Design and construct improvements to drainage infrastructure	Number of construction projects completed	20	50	42	20

DRAINAGE DEVELOPMENT REVIEW/HYDROLOGY

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
4. Review of improvement plans for private developments	Review turn around time on first submittals (# of days to complete comments from date of receipt)	28	20	17	20
	Review time on subsequent submittals (# of days to complete comments from date of resubmittal)	16	10	10	10

DRAINAGE DEVELOPMENT REVIEW/HYDROLOGY (continued)

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
5. Secure lowest possible flood insurance rates for property owners	Federal Emergency Management Agency Community Rating Class (CRS)	CRS 5	CRS 5	CRS 5	CRS 5
6. Elevate homes to mitigate possible damage caused by flooding.	Number of homes elevated	20	10	3	20
7. Acquire homes in flood plain, remove all structures, and convert to parkland	Number of properties acquired	0	7	10	7

STORMWATER QUALITY

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
8. Meet requirements of National Pollutant Discharge Elimination System (NPDES) permit. Implement Best Management Practices (BMPs)	Percent compliance on compliance reports	100	100	100	100

REGIONAL WATER SUPPLY

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
9. Develop agreement with East Bay Municipal Utility District (EBMUD) for location, design and funding of water diversion facility on the Sacramento River.	Execute joint exercise of powers agreement with EBMUD	0	1	1	0
10. Meet all National Environmental Protection Act (NEPA) and California Environmental Quality Act (CEQA) requirements needed to Certify EIR for diversion facility	Certification of Environmental Impact Report (EIR)	0	1	0	1
11. Support Water Forum Successor Effort	Participate in Sacramento North Area Groundwater Management Authority (SNAGMA)	1	1	0	1
	Participate in Land Use Committee	1	1	1	1
	Participate in Coordinating Committee	1	1	1	2
	Participate in South Area Ground Water Committee	1	1	1	2

WATER SUPPLY DEVELOPMENT

PERFORMANCE MEASURES	INDICATORS	Actual 2001	Target 2002	Actual 2002	Target 2003
12. Review of improvement plans for private developments	Review turn around time on first submittals (number of days to complete comments from date of receipt)	20	20	20	20
	Review time on subsequent submittals (number of days to complete comments from date of resubmittals)	10	10	10	10
13. Installation of Developer Constructed Infrastructure	Dollar amount (million) of credit agreements and reimbursement agreements	\$6.4	\$8.6	\$3.8	\$10.0

WATER SUPPLY FACILITIES OPERATION AND ADMINISTRATION AND FACILITIES DESIGN

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
14. Sufficient water available and delivered to end customers.	Number of water connections served	28,152	30,000	31,139	33,500
15. Place in service sufficient infrastructure (wells, treatment facilities, transmission and distribution facilities, etc.) to meet water quality and delivery needs	Number of acre feet of water delivered	27,600	27,000	30,140	32,500
16. Complete specific projects	Poppy Ridge Water Treatment and Storage Facility Project Bid (Winter, 2002-03) Project Constructed (Summer, 2004)	0	0	0	1
	Lakeside Water Treatment Facility Complete Design Project Bid Project Constructed (Fall, 2002)	0	1	1	0
	East Elk Grove Water Treatment and Storage Facility Complete Construction (Summer, 2002)	0	0	1	0
	East Elk Grove Filter No. 2 Installation Complete Construction (Spring 2003)	0	0	0	1
	Equipping Stonelake Supply Wells Project Bid (Winter, 2002) Complete Construction (Spring, 2003)	0	1	1	1
	Equipping Laguna Creek South Supply Wells Project Bid (Winter, 2002) Complete Construction (Spring, 2003)	0	1	1	1

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
16. Complete specific projects (continued)	Miscellaneous Well Drilling Bishop Ranch, Windsor Downs, Franklin 51, Schuler Ranch, Elk Grove Meadows, Calvine Crossing, and Maritime Wells	0	0	0	7
	Franklin Surface Water T-Main Extension Complete Design and Project Bid (Summer, 2003) Complete Construction (Winter, 2003-04)	0	0	0	1

WATER SUPPLY PLANNING

PERFORMANCE MEASURES	INDICATORS	ACTUAL 2001	TARGET 2002	ACTUAL 2002	TARGET 2003
17. Urban development is consistent with Water Supply Master Plans, County General Plan and County water system improvement standards	Update Zone 40 Master Plan	0	0	0	1
	Update 5-year capital improvement plan	1	1	1	1

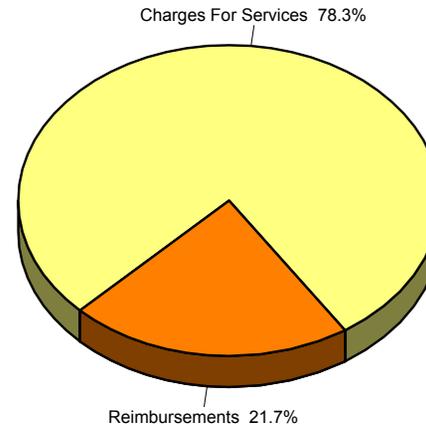
Departmental Structure

CHERYL CRESON, Agency Administrator

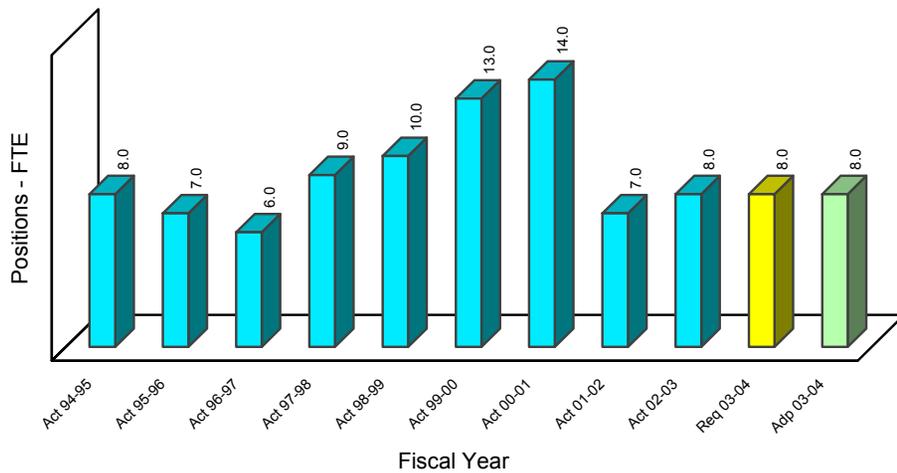


Director, County
Engineering &
Administration

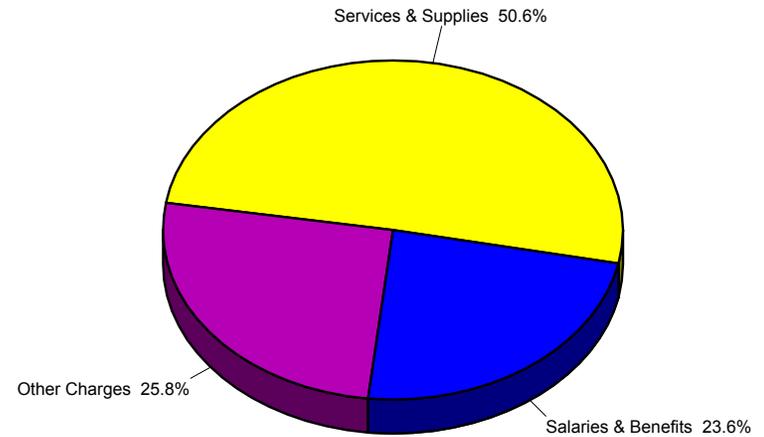
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
033A

ACTIVITY: Administration
UNIT: 2400000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	3,383,576	3,225,906	3,512,724	2,314,997	2,314,997
Total Operating Rev	3,383,576	3,225,906	3,512,724	2,314,997	2,314,997
Salaries/Benefits	561,636	623,666	645,772	697,687	697,687
Service & Supplies	1,938,943	1,946,793	2,444,010	1,021,078	1,021,078
Other Charges	645,927	810,132	877,500	763,000	763,000
Intrafund Chgs/Reimb	425,792	412,707	-454,558	-166,768	-166,768
Cost of Goods Sold	-515,742	0	0	0	0
Total Operating Exp	3,056,556	3,793,298	3,512,724	2,314,997	2,314,997
Aid-Gov'n't Agencies	6,190	0	0	0	0
Other Revenues	53	-54,344	0	0	0
Total Nonoperating Rev	6,243	-54,344	0	0	0
Net Income (Loss)	333,263	-621,736	0	0	0
Positions	7.0	8.0	6.0	8.0	8.0

PROGRAM DESCRIPTION:

The Agency Administrator:

- Determines the direction of the construction, operation, maintenance and financing of Public Works activities.
- Directs the coordination of planning, design, and inspection of construction projects.
- Advises and assists officials of county agencies, departments, boards and commissions regarding construction of infrastructure facilities.
- Represents the County regarding transactions with other public agencies, organizations, groups, and individuals involving engineering issues.

- Participates in countywide strategic planning efforts to improve services and reorganize functions.

MISSION:

To provide: wastewater conveyance and treatment, road improvement services, solid waste operations, water supply, drainage, flood control, and public infrastructure construction.

Appointed by the County Executive, the Public Works Agency Administrator functions as the County Engineer, Road Commissioner, County Surveyor, and Sacramento Regional County Sanitation District Engineer. The Administrator's role is to direct and control the operations that provide municipal services and public infrastructure needs for the community.

GOALS:

- Work collaboratively with the Community Development and Neighborhood Assistance Agency to evaluate the future direction of municipal services. Issues being addressed in this process include:
 - Determine the governance structure that delivers more responsive community services.
 - Determine which programs are considered municipal services.
 - Quantify the priority needs of the individual communities.
 - Evaluate conflicts between regional and community program priorities and provide solutions.
 - Deliver programs that are economically viable matched against a system of accountability for results.
 - Provide flexibility in the organizational structure that will allow decisions to be made across traditional departmental authority lines.
 - Present the recommendations to the Board of Supervisors.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Two clerical positions transferred in from the Building Inspection Division.

SIGNIFICANT CHANGES FOR 2003-04:

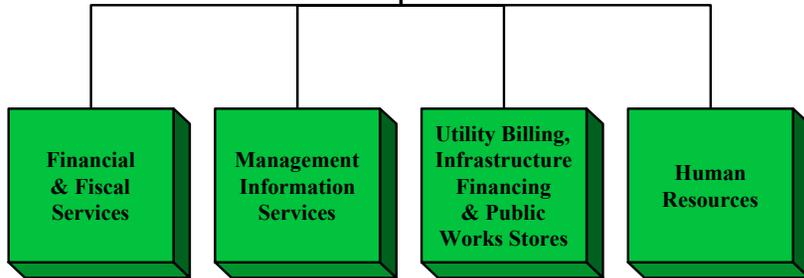
- Code Enforcement and Animal Care support was eliminated as part of Agency overhead.
- Cheryl Creson was appointed Agency Administrator.

2003-04 PROGRAM INFORMATION

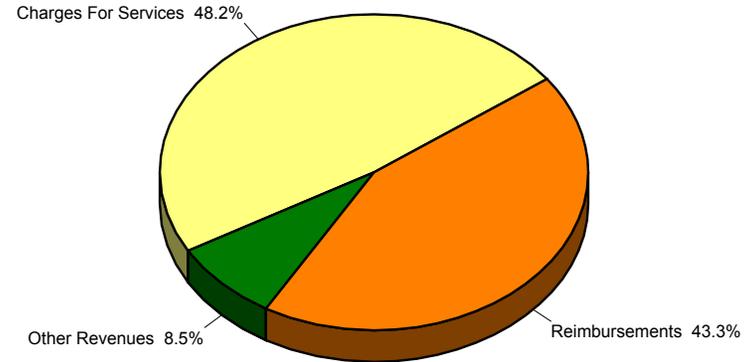
Budget Unit: 2400000 Public Works-Admin		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	Agency Administration	2,503,563	641,273	1,862,290	0	0	5.0	0	
Program Description: Plans, directs and controls activities for the agency									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Directs and coordinates the County's utility service needs and infrastructure priorities									
003	Military Base Conversion Projects	113,371	0	113,371	0	0	1.0	0	
Program Description: Coordinates military base conversion activities									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Coordinates military base conversion activities									
004	Multi-Agency Collaboration	248,719	0	248,719	0	0	2.0	0	
Program Description: Pass through changes for County employee									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Provides a forum for addressing regional solutions for transportation and air quality issues									
005	Animal Care & Control Support	90,617	0	90,617	0	0	0.0	0	
Program Description: General Fund support									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Supports central complaint response unit for animal care issues, provides support for capture of stray animals that cause safety hazards on the roadway.									
TOTAL:		2,956,270	641,273	2,314,997	0	0	8.0	0	

Departmental Structure

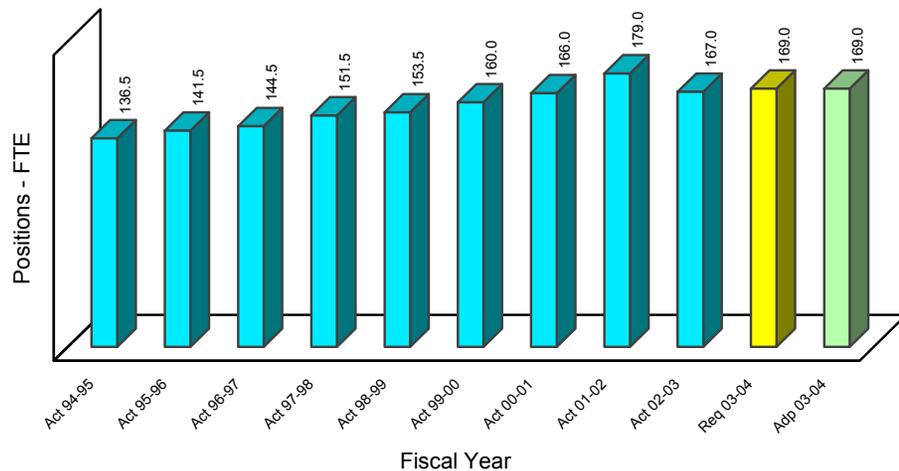
STEVE PEDRETTI, Director



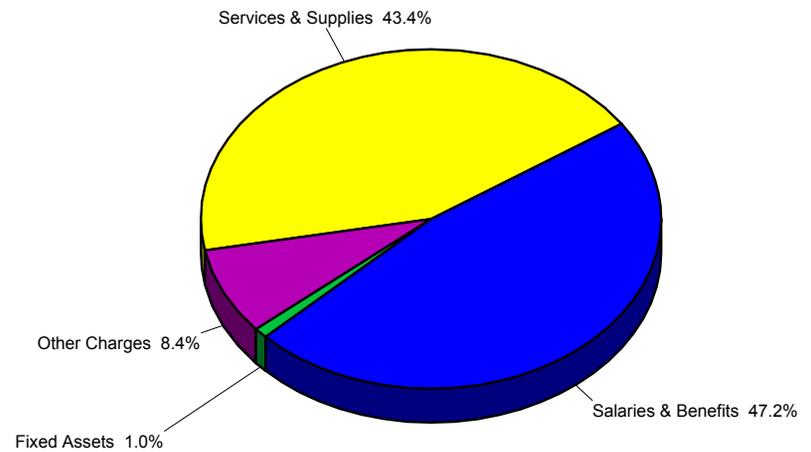
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
 033A

ACTIVITY: Administrative Services
 UNIT: 2700000

SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Fines/Forefeitures/Penalties	2,793,644	2,647,890	2,390,373	2,424,917	2,424,917
Charges for Service	16,605,095	13,854,088	13,837,449	16,778,823	13,778,823
Total Operating Rev	19,398,739	16,501,978	16,227,822	19,203,740	16,203,740
Salaries/Benefits	11,479,609	11,404,538	11,501,952	13,496,991	13,496,991
Service & Supplies	12,959,266	10,620,920	11,819,436	13,949,391	10,949,391
Other Charges	679,169	862,456	903,678	1,141,775	1,141,775
Depreciation/Amort	944,056	917,091	1,015,648	1,040,672	1,040,672
Intrafund Chgs/Reimb	-2,060,071	-1,327,806	-9,286,880	-10,918,926	-10,918,926
Cost of Goods Sold	-7,228,605	-101	0	0	0
Total Operating Exp	16,773,424	22,477,098	15,953,834	18,709,903	15,709,903
Interest Income	367	0	0	0	0
Gain/Sale/Property	0	2	0	0	0
Aid-Gov'n't Agencies	77,318	0	0	0	0
Other Revenues	104,123	431,445	199,755	50	50
Total Nonoperating Rev	181,808	431,447	199,755	50	50
Interest Expense	279,743	159,609	279,743	210,887	210,887
Loss/Disposition-Asset	67,024	145,709	0	0	0
Equipment	207,734	197,786	194,000	283,000	283,000
Total Nonoperating Exp	554,501	503,104	473,743	493,887	493,887
Net Income (Loss)	2,252,622	-6,046,777	0	0	0
Positions	179.0	167.0	159.0	169.0	169.0

PROGRAM DESCRIPTION:

The Administrative Services Division of the Public Works Agency consists of:

- Agency Overhead Activities:
 - The Management Information Section operates the Agency's data processing platform and the technical support for the Agency's hardware and software needs.
 - The Human Resource activity oversees payroll services, employee relations, recruiting, training coordination, and safety.
 - The Accounting and Fiscal Section manages internal audits, claim payments, budgetary reports, system accounting, and central cashiering.
 - The Financial Analysis Section provides budgetary oversight, legislative review, and financial studies.
 - The Public Information Office coordinates the use of technology and communication tools to effectively serve our customers and staff.
- Non-Overhead Sections:
 - The Utility Billing Section provides residential and commercial billing services for sanitation and water districts and for the refuse collection, transfer, and disposal site activities.

MISSION:

To provide the general public, business community, Public Works Agency, county agencies and departments and other governmental entities with effective, innovative and exemplary support services.

GOALS:

- Be an employer of choice:
 - Expand the 360 degree evaluation for middle management positions
 - Implement a training and development program for administrative positions
 - Improve the supervisors' Leadership Development courses
- Foster a leadership philosophy that supports the integration of quality principles into the workplace by focusing on customer service, continuous improvement and employee involvement:
 - Evaluate the distribution of major allocated costs for the Agency
 - Expand the use of wireless communication for remote construction sites
 - Ensure integration of internal communications by use of the intranet within the workplace
 - Standardize the structure of data bases to reduce technology costs

- Prepare a customized financial presentation for individual divisions staff that explains labor rates, financial reports, and the budgetary process.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Two Office Assistant II positions were transferred to the Consolidated Utility Billing Section and two Account Clerk positions moved to the Accounting and Fiscal Services Section from the Building Inspection Division.
- One Information Technology (IT) Analyst II position transferred from the Water Quality Department and the Manager of Special Districts transferred from the Development and Surveyor Services Division to Management Information Services (MIS).
- One IT Analyst II position was transferred from the Office of Communication and Information Technology (OCIT) and one Office Assistant was transferred from the Building Inspection Division to MIS.

SIGNIFICANT CHANGES FOR 2003-04:

- One Senior IT Analyst and one IT Analyst will transfer from OCIT to MIS.
- A new Human Resources Manager has been appointed

2003-04 PROGRAM INFORMATION

Budget Unit: 2700000 Public Works-Adm Svcs		Agency: Public Works						
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED						
001	Public Information Office	860,835	860,835	0	0	0	5.0	1
Program Description: Public information to media/agency								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Maintain/increase customer awareness of/and satisfaction with Public Works services through customer phone surveys and internet site visits; increase employee satisfaction and understanding of business activities and goals by using internal messaging, employee surveys and intranet web development.								
002	Financial Analysis Section	859,106	639,481	219,625	0	0	0.0	0
Program Description: Provides review of agency budgets, studies of program & policies								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: To provide leadership, meet mandates and assure Board policy is implemented. System coordination and compliance with the County Budget Act and State mandates via budgetary, financial and administrative services. Budget deadlines are met 100% of the time.								
003	Accounting & Fiscal Services	3,571,806	1,534,932	2,036,874	0	0	29.0	0
Program Description: Provides system accounting, claims svc, internal audits, cashiering								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: All financial reporting information is submitted to Department of Finance, independent auditors, and others as required. Earn GFOA certificate of achievement for all Comprehensive Annual Financial Reports submitted.								
004	PW - Human Resources	3,018,332	2,314,332	704,000	0	0	26.0	0
Program Description: Recruiting, payroll services, classification studies, training safety								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Implement the development phase of succession planning for the Agency Administrator and Department Director positions. 100% of the development plans completed for participation in candidate pools								
005	Consolidated Utility Billing	10,112,170	108,672	10,003,498	0	0	54.0	1
Program Description: Provide billing services for sewer, water & refuse svcs								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Billing for Public Works Agency utilities, associated customer service and public contacts regarding Nuisance Abatement issues. Bill on time with 99.9% accuracy. Answer constituent calls in 2 minutes and dispatch departments for service or Nuisance Abatement								

Budget Unit: 2700000 Public Works-Adm Svcs		Agency: Public Works						
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
006	Management Information Section	10,174,238	6,934,445	3,239,793	0	0	55.0	0
Program Description:	Support systems development, technology integration & data mgmt							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Provide the IT support and applications necessary for PWA business units to accomplish their missions. 99% up time on network resources and applications							
TOTAL:		28,596,487	12,392,697	16,203,790	0	0	169.0	2

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Antelope Public Facilities Financing Plan
3070000

FUND: ANTELOPE PUBLIC FACILITIES FINANCING
101A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	2,490,198	483,421	7,429,156	3,006,668	3,006,668
Other Charges	22,108	1,548,922	2,104,840	3,601,193	3,601,193
Interfund Charges	0	0	117,000	111,000	111,000
Interfund Reimb	-1,500,000	0	0	0	0
Total Finance Uses	1,012,306	2,032,343	9,650,996	6,718,861	6,718,861
Means of Financing					
Fund Balance	3,241,421	6,689,953	6,689,953	4,649,395	4,649,395
Use Of Money/Prop	168,262	152,818	41,750	25,500	25,500
Charges for Service	4,413,474	1,698,624	2,919,293	2,043,966	2,043,966
Other Revenues	1,009	928	0	0	0
Total Financing	7,824,166	8,542,323	9,650,996	6,718,861	6,718,861

PROGRAM DESCRIPTION:

- Antelope Public Facilities Financing Plan (PFFP) is located in the Antelope-North Highlands area of Sacramento County comprising 2,274 acres that will contain over 12,000 dwelling units, over 80 acres of commercial area and over 250 acres of public space.
- This PFFP provides a mechanism for the collection of park and fire protection fees, which are transferred directly to the Sunrise Recreation and Park District and the Sacramento County Fire Protection District respectively. These fees are not reflected as operating expenditures in this budget.
- Antelope PFFP is primarily financed through development fees and other minor revenue.
- Timing of infrastructure development may differ from the original building schedule due primarily to fluctuations in residential/commercial development activity that is affected, in part, by developer build-out schedules.

MISSION:

To provide in a timely fashion, the major public facilities necessary for the Antelope area to urbanize. This includes construction of roadway, park, fire protection, storm drainage and water supply facilities.

GOALS:

- Utilizing funding from the issuance of development impact fees, ensure that necessary financing is available when needed for planned projects in the Antelope PFFP.
- Work collaboratively with County departments and non-County agencies on project activities including infrastructure project design and construction, environmental impact matters, cost sharing agreements, contributions and reimbursements, and land use impacts to the District.

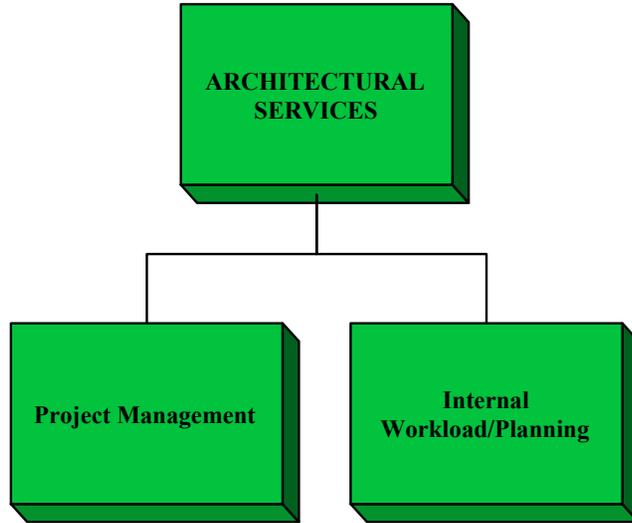
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Walerga Road roadway project involving the widening from two to four lanes between Elkhorn and Antelope Road was completed.
- Don Julio Boulevard roadway project, which widened the road from two to four lanes between Elkhorn Boulevard and Antelope Road, was completed.
- The North Loop Boulevard construction project from Elverta Road to Don Julio Boulevard was accelerated due to the Board of Supervisors' direction. The construction contract was also awarded.
- Reimbursement payments from the Drainage Fund to Placer County for Basin A drainage mitigation and from the Water Supply Fund to the local water purveyor for the Poker Lane extension have been made.

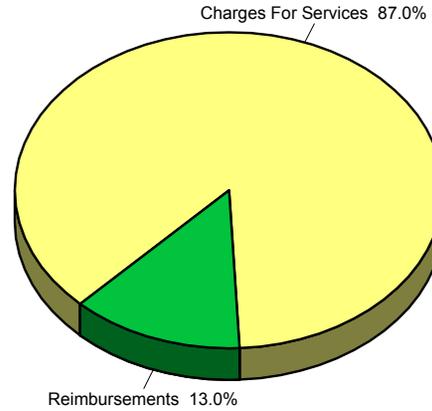
SIGNIFICANT CHANGES FOR 2003-04:

- The following projects are planned:
 - New road construction involving realignment and widening of Antelope North Road between Poker Lane and Olive Way.
 - New traffic signal installation at Don Julio Boulevard and Poker Lane.
 - Roadway project involving the construction of two additional lanes on North Loop between Elverta Road and Don Julio Boulevard and the installation of four fronting access signals.
- A net decrease in expenditures of \$2,932,135 is anticipated due to project timing and fewer reimbursement payments to developers.
- Revenue in the Roadway Fund and East Antelope Roadway and Drainage funds are anticipated to decrease by \$875,327 due to fewer dwelling unit equivalents in the PFFP.

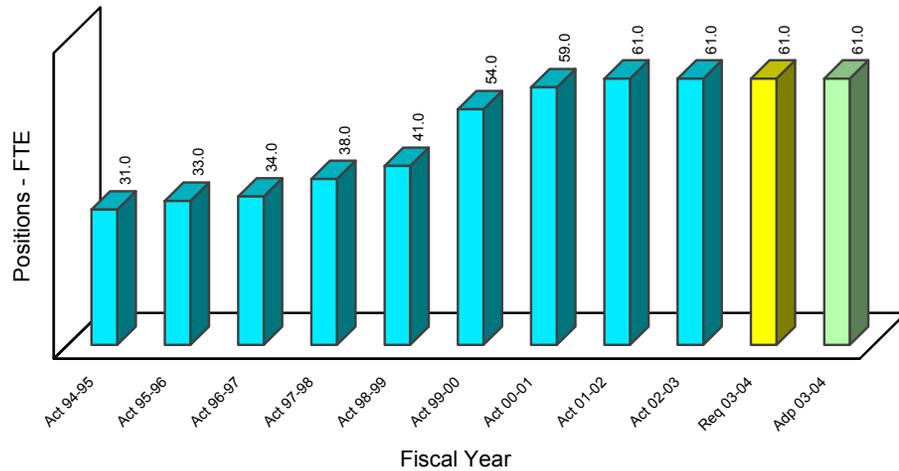
Departmental Structure



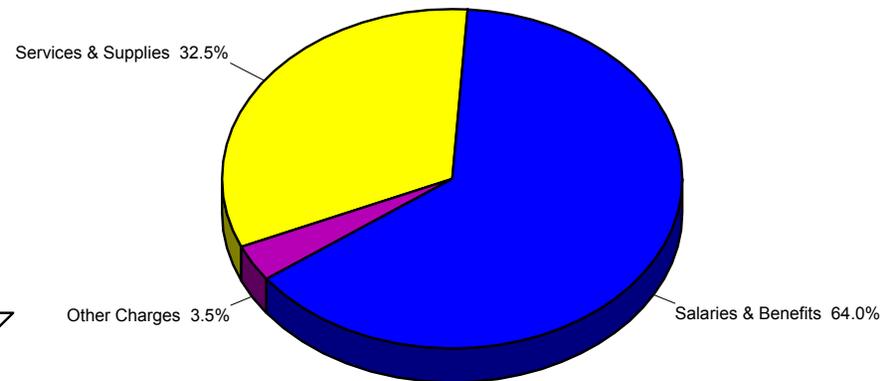
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
 033A

ACTIVITY: Architectural Services
 UNIT: 2420000

SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Fines/Forefeitures/Penalties	0	386	0	0	0
Charges for Service	6,659,244	6,880,023	7,125,734	7,185,766	7,161,998
Total Operating Rev	6,659,244	6,880,409	7,125,734	7,185,766	7,161,998
Salaries/Benefits	3,894,409	4,417,292	4,869,364	5,334,890	5,264,890
Service & Supplies	1,181,122	1,136,512	1,530,077	1,355,709	1,401,941
Other Charges	115,923	144,833	144,829	74,113	74,113
Depreciation/Amort	5,069	4,915	3,000	5,048	5,048
Interfund Chgs/Reimb	-2,291	0	0	0	0
Intrafund Chgs/Reimb	-70,127	-103,911	365,712	203,254	203,254
Cost of Goods Sold	437,235	0	0	0	0
Total Operating Exp	5,561,340	5,599,641	6,912,982	6,973,014	6,949,246
Gain/Sale/Property	4,355	0	0	0	0
Other Revenues	61,657	1,546	0	0	0
Total Nonoperating Rev	66,012	1,546	0	0	0
Debt Retirement	204,696	204,696	212,752	212,752	212,752
Total Nonoperating Exp	204,696	204,696	212,752	212,752	212,752
Net Income (Loss)	959,220	1,077,618	0	0	0
Positions	61.0	61.0	61.0	61.0	61.0

PROGRAM DESCRIPTION:

- The Architectural Services Division provides services for countyowned and leased facilities. These services include:
 - Feasibility studies
 - Facility programming
 - Architectural design and programming
 - Mechanical engineering
 - Electrical engineering
 - Civil engineering
 - Space planning
 - Interior design
 - Modular furniture design and installation
 - Environmental services

MISSION:

To provide quality architectural and engineering services for countyowned and leased facilities which translate the needs of clients into functional, economical and aesthetically pleasing facilities.

GOALS:

- Provide an exemplary level of customer service to clients with an emphasis on budget control and efficiency.
- Expand the Job Order Contracting Program (JOC) due to the overall success of the program and requests for this service.
- Continue with the “Sustainable Design” criteria for greater energy efficiency and environmental concerns.
- Continue to adapt the office to the reorganization ideals of “the best person for the job” and pattern the office as closely as possible to the private sector.
- Develop new marketing strategies and redesign the existing web site to be more user friendly.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Building Design changed its name to Architectural Services as part of the reorganization process and to more effectively identify the services provided. Additionally, the Modular Section was renamed Interior Design Section.
- The JOC Program, providing a construction delivery method that is used to accomplish repair, renovation and alteration projects with a single competitive bid, was expanded to include other departments. This program

has been extremely beneficial to the Department of Airports for its terminal expansion projects.

- The Policy and Procedure Manual was established as an on-line document.
- The consultant invoice payment process was restructured to ensure timely payment for services.
- Major projects requiring design support that were completed include:
 - Department of Health and Human Services Primary Care Center
 - Sheriff/Voter Registration remodel of 65th Street facility
 - Department of Human Assistance (DHA) remodel of 28th Street facility
 - DHA remodel of Watt Avenue facility
 - North Area Corporation Yard

SIGNIFICANT CHANGES FOR 2003-04:

- The management team is participating in a process to enhance communication and leadership skills.
- Architectural Services will assist with an agencywide program to develop a Contractor Safety Policy and Procedure Guidelines.
- New and ongoing design projects include:
 - Sacramento International Airport Parking Garage (\$60.0 million)
 - Juvenile Infrastructure Upgrade (\$33.0 million)
 - B.T. Collins Juvenile Center (\$22.0 million)
 - Sacramento Regional Wastewater Treatment Plant Support Services Expansion (\$22.0 million)
 - Permit Center (\$18.7 million)
 - Warren E. Thornton 6- Bed Addition (\$9.0 million)
 - Animal Care Project (\$8.0 million)
 - Public Works Equipment Division Shop Building (\$4.0 million)
- Other ongoing projects include:
 - Americans with Disabilities Act compliance projects
 - Miscellaneous Facility Planning and Management Projects
 - Work with private consultant firm to address County Project Delivery Systems to facilitate a timely and more efficient process from project inception to Board approval, including change orders.

2003-04 PROGRAM INFORMATION

Budget Unit: 2420000 Public Works-Architectural Svcs		Agency: Public Works						
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED						
001	<i>Architectural Services Management</i>	7,471,878	315,600	7,156,278	0	0	53.0	8
Program Description: Architectural & engineering design services for County construction, alterations & improvements								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Quality architectural and engineering services that translate community needs into functional, economical and aesthetically pleasing facilities with 70% of the projects within 15% of the overall average cost estimates.								
002	<i>Architectural Services Administration</i>	758,522	752,802	5,720	0	0	8.0	1
Program Description: Administration & fiscal support for Architectural Services								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Manage, research, financial coordination with County departments, and payment processing to ensure appropriate consultant compensation. 97% of payments are processed within 5 days of invoice receipt.								
TOTAL:		8,230,400	1,068,402	7,161,998	0	0	61.0	9

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Bradshaw/Us 50 Financing District
3081000

FUND: BRADSHAW/US 50 FINANCING DISTRICT
115A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	735,496	52,816	1,071,098	1,041,743	1,041,743
Total Finance Uses	735,496	52,816	1,071,098	1,041,743	1,041,743
Means of Financing					
Fund Balance	1,724,047	1,068,042	1,068,042	1,038,687	1,038,687
Use Of Money/Prop	61,695	23,460	0	0	0
Other Revenues	17,795	0	3,056	3,056	3,056
Total Financing	1,803,537	1,091,502	1,071,098	1,041,743	1,041,743

PROGRAM DESCRIPTION:

- Bradshaw Road/US 50 is located in the northeast part of Sacramento County and generally bounded by Mayhew Road on the west, Folsom Boulevard on the north, Routier Road on the east and Kiefer Boulevard on the south.
- This District provides for improvements to the major freeway interchange at Bradshaw Road/US 50, the widening of Bradshaw Road from Folsom Boulevard to Kiefer Boulevard and miscellaneous improvements to Mayhew Road, Old Placerville Road, Routier Road and Folsom Boulevard.
- Bradshaw Road/US 50 is financed through various sources including bond proceeds, Measure A Sales Tax, Sacramento County Capital Construction Funds, Caltrans and Sacramento County's Road Fund.

MISSION:

To provide, in a timely fashion, portions of the major public infrastructure necessary for Sacramento County residents to utilize transportation facilities in the area of Bradshaw Road and US 50.

GOALS:

- Utilizing funding from bond proceeds, Measure A Sales Tax, Sacramento County Capital Construction Funds, Caltrans, State Franchise Tax Board and the Sacramento County Road Fund, ensure that District funding is available for transportation facilities through financial management of resources.

- Work collaboratively with county departments and non-county agencies on project activities including infrastructure project design and construction, environmental impact matters, cost sharing agreements, contributions and reimbursements, and land use impacts to the District.

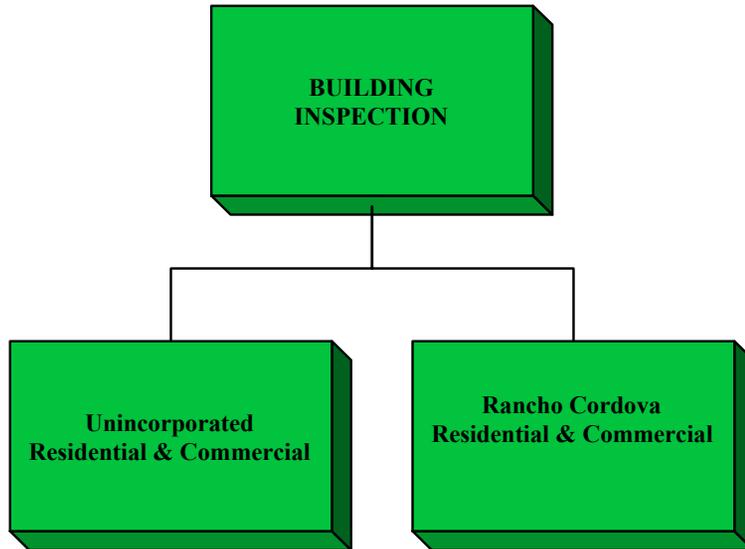
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Design and construction of the Traffic Flasher Program (red flashing stop lights) commenced for Mayhew Road at Goethe Road and at Micron Avenue to enhance existing stop signs.

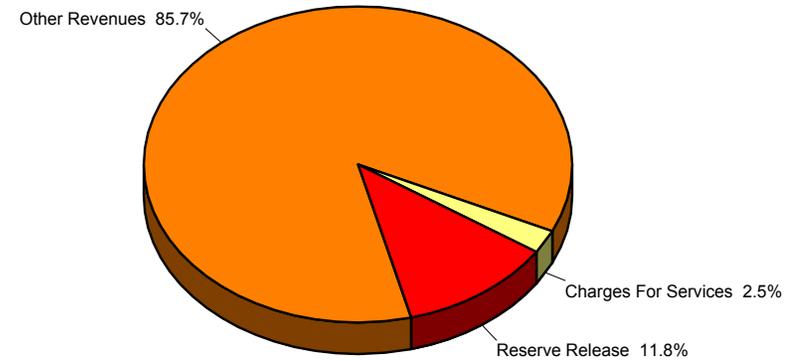
SIGNIFICANT CHANGES FOR 2003-04:

- Construction of traffic flashers on Mayhew Road is scheduled for completion.
- The District will contribute to the street resurfacing for the Bradshaw Road Overlay Project.

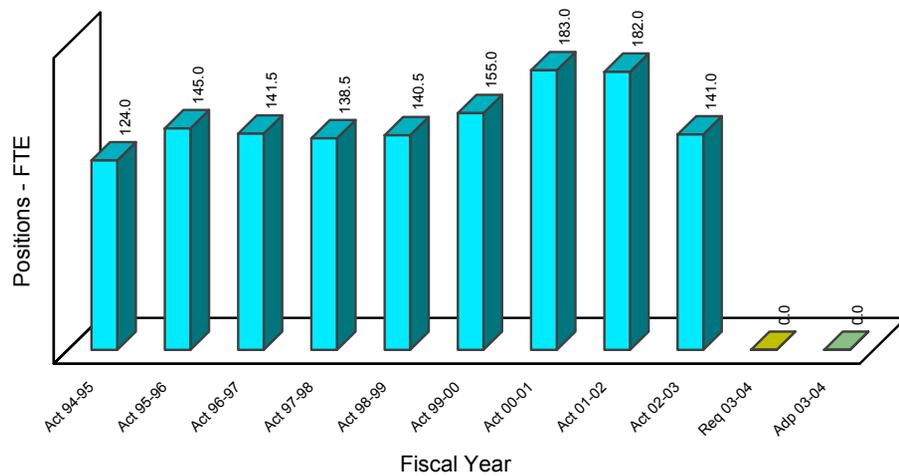
Departmental Structure



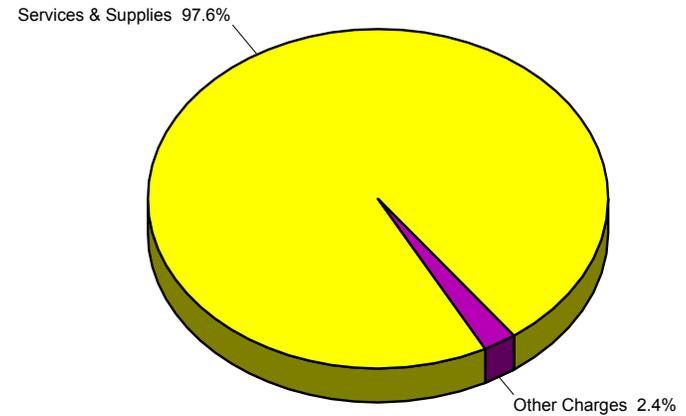
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 2150000 Building Inspection
DEPARTMENT HEAD: STEVE PEDRETTI

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

CLASSIFICATION
FUNCTION: PUBLIC PROTECTION
ACTIVITY: Protection / Inspection
FUND: BUILDING INSPECTION

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Salaries/Benefits	11,041,164	9,329,614	9,919,096	0	0
Services & Supplies	9,561,492	4,897,395	5,664,777	13,252,380	13,252,380
Other Charges	1,725,816	1,987,214	2,198,837	323,409	323,409
Interfund Charges	162,064	46,449	46,449	0	0
Interfund Reimb	-162,064	-8,333	-8,333	0	0
Total Finance Uses	22,328,472	16,252,339	17,820,826	13,575,789	13,575,789
Reserve Provision	285,000	733,898	733,898	0	0
Total Requirements	22,613,472	16,986,237	18,554,724	13,575,789	13,575,789
Means of Financing					
Fund Balance	1,951,603	2,496,892	2,496,892	-642,517	-642,517
Reserve Release	0	0	0	1,683,176	1,683,176
Licenses/Permits	15,710,289	12,715,677	14,613,914	12,100,000	12,100,000
Fines/Forfeitures/Penalties	379	-121	1,000	0	0
Use Of Money/Prop	167,542	112,966	175,071	63,000	63,000
Aid-Gov'n't Agencies	15,072	0	0	0	0
Charges for Service	6,937,751	874,571	1,245,347	349,130	349,130
Other Revenues	184,031	54,798	22,500	23,000	23,000
Total Financing	24,966,667	16,254,783	18,554,724	13,575,789	13,575,789
Positions	182.0	141.0	154.0	0.0	0.0

PROGRAM DESCRIPTION:

- This special revenue fund provides financing for building safety and inspection services performed by the Building Inspection Division (BID) and cashing services performed by Accounting and Fiscal Services in the unincorporated area and within the boundaries of the City of Rancho Cordova. Financial transactions for each jurisdiction are kept separate within the fund.
- For services provided to the unincorporated area, actual costs of service provided are charged on a time and materials basis and reimbursed by building permit fees deposited directly to the fund. The unincorporated area fund also

receives direct allocations of those Public Works Agency overhead expenses that are not applicable to other jurisdictions and, therefore, not included in the BID labor rate.

- Actual costs of service provided to the City of Rancho Cordova are charged on a time and materials basis and are billed to the City by monthly invoice. City funds provide reimbursement for these costs.

MISSION:

To provide financing through building permit fees and direct charges for services provided to ensure healthy and safe structures within the Sacramento County unincorporated area and the City of Rancho Cordova.

GOALS:

- Assure compliance with state mandated building codes and regulations.
- Provide an efficient permit and inspection system that meets customer requirements.
- Collect building permit fees as directed by the fee ordinance adopted by the governing body of each jurisdiction served.
- Provide information and assistance to homeowners, builders, and developers.
- Maintain a fair and competitive labor rate based on actual costs of providing services.
- Provide accurate monthly invoices to the City of Rancho Cordova.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Refer to Fund 033A, Building Inspection Division Operations, for information relative to Fiscal Year 2002-03.

SIGNIFICANT CHANGES FOR 2003-04:

- Effective July 1, 2003, BID changed its accounting structure by moving its operating budget from a Special Revenue Fund (021A) to an Internal Service Fund (033A). This structural change allows BID greater flexibility in establishing internal accountability and provides a better model for establishing competitive labor rates.
- Effective July 1, 2003, Fund 021 is restructured as the financing mechanism for building safety and inspection services provided by BID to the County unincorporated area and the City of Rancho Cordova. This financing mechanism contains two elements, Fund 021A for County work and Fund 021C for Rancho Cordova work, to separate accounting transactions for each jurisdiction.
- Costs of services to the County unincorporated area will be reimbursed to BID from County building permit fees.
- Costs of services to the City of Rancho Cordova will be billed direct via a monthly invoice to the City. The City will collect its own building permit fees and reimburse BID for services rendered.
- The County building permit fee ordinance will be revised to provide increased fees to reimburse the actual costs of BID services. Fee levels

established in 1997 no longer recover the total costs of providing services at the desired service levels. The target implementation date for increased building permit fees is January 1, 2004.

- The County building permit fee increase will include a component to capture funds for three new reserve accounts to be created midyear in Fund 021A. These reserve accounts will provide funds for future long-term liabilities identified through actuarial studies as significant risks in the areas of general liability and Workers' Compensation insurance claims and accrued employee compensated absences.

SUPPLEMENTAL INFORMATION:

Building Permit Fees			
	Actual 2001-02	Actual 2002-03	Actual 2003-04*
Single Family Dwelling – Subdivision Tract	\$716	\$743	\$743
Office Building (20,000 square feet)	\$14,806	\$15,718	\$15,718

*Subject to proposed rate increase effective January 1, 2004.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCE:

- **Reserve for Future Services** **\$1,699,095**
 This reserve account is maintained to meet future service requirements since County building permit fees are paid in advance of services performed. Ideally this reserve fund should represent 25.0 percent of the BID operating budget in order to finish work in progress in the event of incorporations, annexations, unavoidable cost increases, or a significant decrease in permit revenue during any one budget year. The current reserve balance is 12.5 percent of the operating budget. If a proposed building permit fee increase is adopted by the Board of Supervisors in the fall of 2003 and implemented January 1, 2004, this reserve will be increased to 25.0 percent of the operating budget over the next two years. This reserve reflects a reserve release of \$1,683,176 this year.

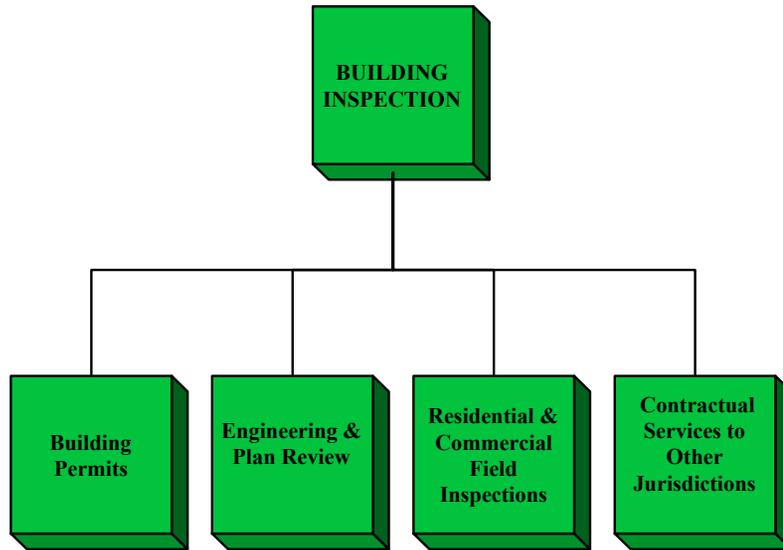
2003-04 PROGRAM INFORMATION

Budget Unit: 2150000 Building Inspection

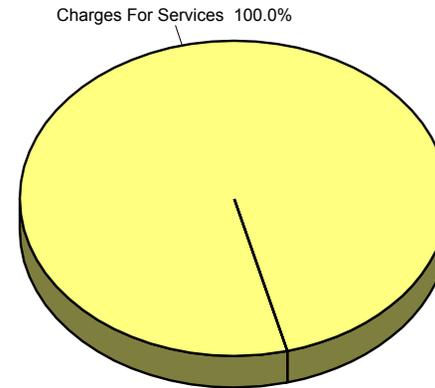
Agency: Public Works

Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED						
001	Building Inspection	7,232,546	0	7,653,357	-420,811	0	0.0	0
Program Description:		Building inspection code enforcement of residential structures in the unincorporated area.						
Countywide Priority:		0 Mandated Countywide/Municipal or Financial Obligations						
Anticipated Results:		A safe and healthy environment in buildings that residents occupy. Provision of timely plan reviews within 7 to 21 days (varies by job type and size), and provision of next day inspections.						
002	Building Inspection	4,720,278	0	4,388,400	331,878	0	0.0	0
Program Description:		Building inspection code enforcement of commercial structures in the unincorporated area.						
Countywide Priority:		0 Mandated Countywide/Municipal or Financial Obligations						
Anticipated Results:		A safe and healthy environment in buildings that businesses occupy. Provision of timely plan reviews within 7 to 21 days (varies by job type and size), and provision of next day inspections.						
003	Building Inspection	782,065	0	782,065	0	0	0.0	0
Program Description:		Building inspection code enforcement of residential structures in the City of Rancho Cordova.						
Countywide Priority:		0 Mandated Countywide/Municipal or Financial Obligations						
Anticipated Results:		A safe and healthy environment in buildings that businesses occupy. Provision of timely plan reviews within 7 to 21 days (varies by job type and size), and provision of next day inspections.						
004	Building Inspection	782,065	0	782,065	0	0	0.0	0
Program Description:		Building inspection code enforcement of commercial structures in the City of Rancho Cordova.						
Countywide Priority:		0 Mandated Countywide/Municipal or Financial Obligations						
Anticipated Results:		A safe and healthy environment in buildings that businesses occupy. Provision of timely plan reviews within 7 to 21 days (varies by job type and size), and provision of next day inspections.						
005	Building Inspection	58,835	0	0	58,835	0	0.0	0
Program Description:		Building inspection code enforcement of residential/commercial structures in the City of Elk Grove.						
Countywide Priority:		0 Mandated Countywide/Municipal or Financial Obligations						
Anticipated Results:		Discontinued						
TOTAL:		13,575,789	0	13,605,887	-30,098	0	0.0	0

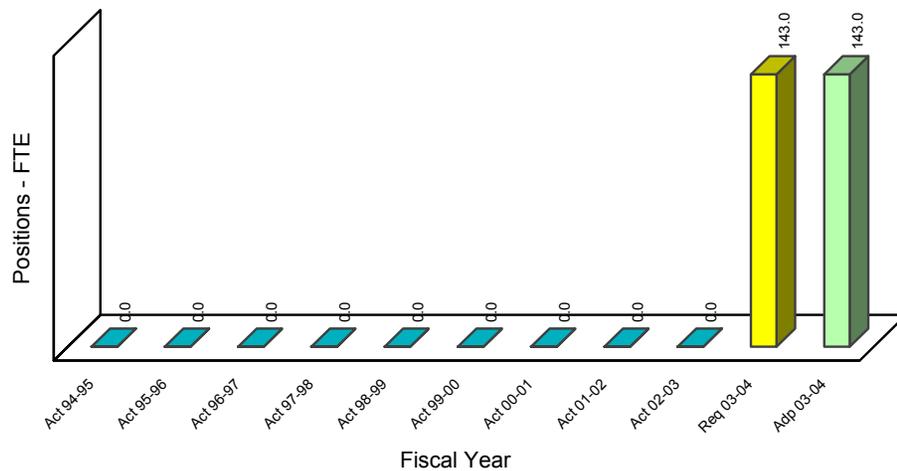
Departmental Structure



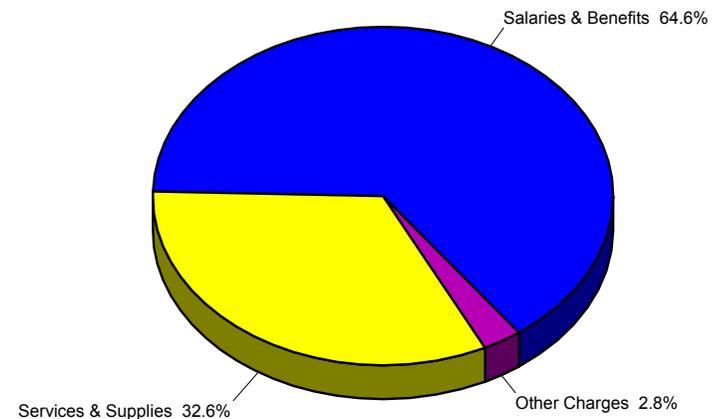
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
 033A

ACTIVITY: Building Inspection
 UNIT: 2100000

SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	0	0	0	13,191,254	13,191,254
Total Operating Rev	0	0	0	13,191,254	13,191,254
Salaries/Benefits	0	0	0	8,518,945	8,518,945
Service & Supplies	0	0	0	2,209,846	2,209,846
Other Charges	0	0	0	370,751	370,751
Intrafund Chgs/Reimb	0	0	0	2,091,712	2,091,712
Total Operating Exp	0	0	0	13,191,254	13,191,254
Net Income (Loss)	0	0	0	0	0
Positions	0.0	0.0	0.0	143.0	143.0

PROGRAM DESCRIPTION:

The Building Inspection Division (BID) provides building permit and inspection services for all private development within the unincorporated area of the County. Permit related activities performed include:

- Review, process and issue building permits.
- Inspect construction of buildings including electrical, mechanical, plumbing, swimming pools, mobile homes, moved buildings, signage and demolition work.

- Assess and collect building permit fees.
- Provide building related information to the public.
- Develop, improve and implement codes and regulations.
- Conduct community forums for education and assistance.
- Inspect construction sites for compliance with requirements of the Storm Water Pollution and Prevention Program (SWPPP).

MISSION:

To ensure public health and safety for all people in the Sacramento community by providing an efficient permit and inspection system that meets customer requirements by providing information and assistance to builders and developers and by participating in developing, improving, and implementing codes and regulations.

GOALS:

- Be the provider of choice for the City of Rancho Cordova building permit and inspection services.
- Improve BID's practices and procedures by utilizing outside jurisdictional information for benchmarking and other comparative purposes.
- Support the establishment of a base of highly qualified Building Inspector position applicants through improved recruitment and selection processes.
- Improve the SWPPP by providing contractor on-site training, industry training relative to state legislation/regulations, and education/discussion of pre-wet season issues.
- Develop management tools to assist in planning and controlling current operations, and generating data for problem solving and long-range planning.
- Educate industry representatives, gain support for, and implement a new building permit fee ordinance that provides financial support to maintain current service levels.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- A net of eight positions transferred out of BID during the fiscal year: one Engineering Technician, one Engineering Technician-Limited Term, two Building Inspectors-Level II-Limited Term that are on loan to Construction Management Division, and five Office Assistants that were permanently transferred to various assignments within the Public Works Agency. These position transfers are offset against the addition of one Principal Civil Engineer-Limited Term.
- Using reports generated by the Automated Permit System (APS), BID successfully distributed permit revenues to the City of Elk Grove to enable the completion of work in progress by city staff when services transitioned to the new city.
- BID partnered with Public Works Management Information Systems (MIS) to implement a dedicated information technology team to oversee, maintain, and improve the APS.

- BID began a major APS upgrade to increase capabilities and functionality. A comprehensive test of capabilities is underway. The target "go live" date is late summer 2003.
- BID received a competitive bid award from the newly incorporated City of Rancho Cordova to provide building safety and inspection services for that community.
- Building permit activity in the unincorporated area significantly declined as a result of the unavailability of finished lots. This is reflected in BID workload statistics as follows: 21 percent reduction in single family dwelling permits, two percent overall increase in permits, and a four percent reduction in construction valuation work.

SIGNIFICANT CHANGES FOR 2003-04:

- Effective July 1, 2003, BID changed its accounting structure by moving its operating budget from a Special Revenue Fund (021A) to an Internal Service Fund (033A). This structural change allows BID greater flexibility in establishing internal accountability and provides a better model for establishing competitive labor rates.
- Fund 021A will continue as the accumulator of building permit revenues that finance BID unincorporated area operations.
- Contract services will be provided to the City of Rancho Cordova on a time and materials basis. The City will collect its own building permit fees and reimburse BID for services rendered based on a monthly invoice.
- A separate fund (021C) will account for financial transactions between BID and the City of Rancho Cordova.
- BID anticipates a revision of the building permit fee ordinance to provide increased fees necessary to maintain service levels. Current costs of providing services have escalated beyond the fee levels established in 1997.

SUPPLEMENTAL INFORMATION:

- Refer to Fund 021A, Building Inspection Unincorporated, for additional information relative to building permit fees.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCE:

- Refer to Fund 021A, Building Inspection Unincorporated, for information on reserves.

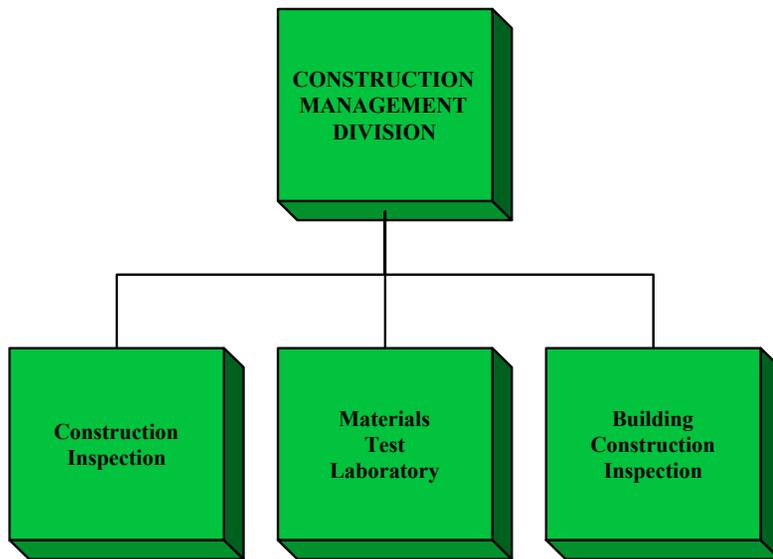
2003-04 PROGRAM INFORMATION

Budget Unit: 2100000 Building Inspection-Operations

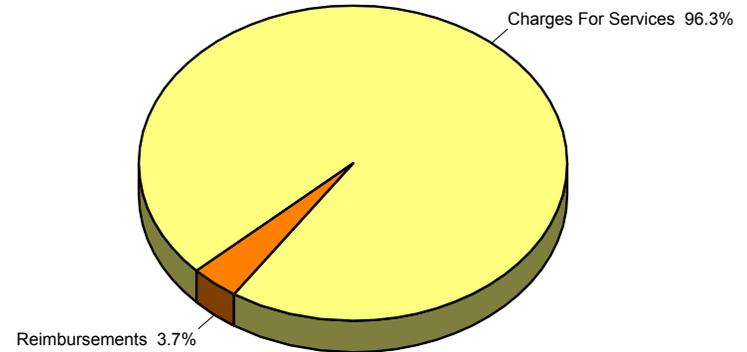
Agency: Public Works

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED						
001	Building Inspection Operations	13,191,254	0	13,191,254	0	0	143.0	63
Program Description:		Building inspection code enforcement of residential/commerical structures.						
Countywide Priority:		0 Mandated Countywide/Municipal or Financial Obligations						
Anticipated Results:		Quality and timely permit and inspection services for the unincorporated area and the City of Rancho Cordova to ensure 100% customer satisfaction.						
TOTAL:		13,191,254	0	13,191,254	0	0	143.0	63

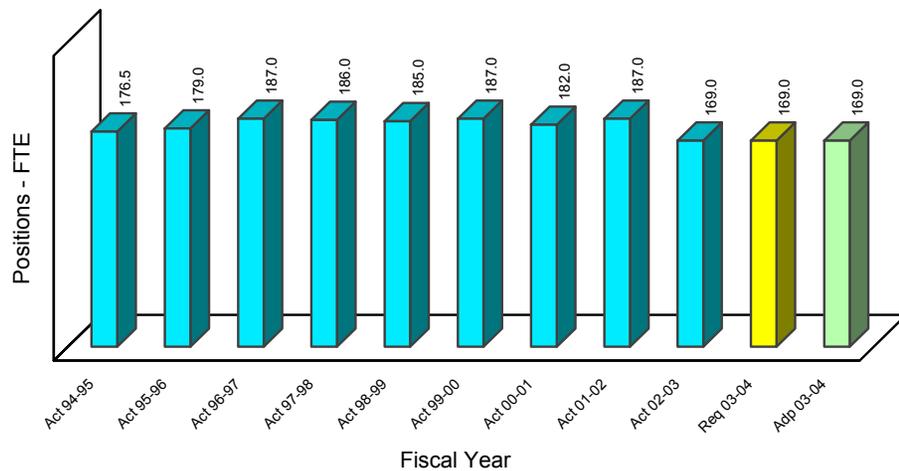
Departmental Structure



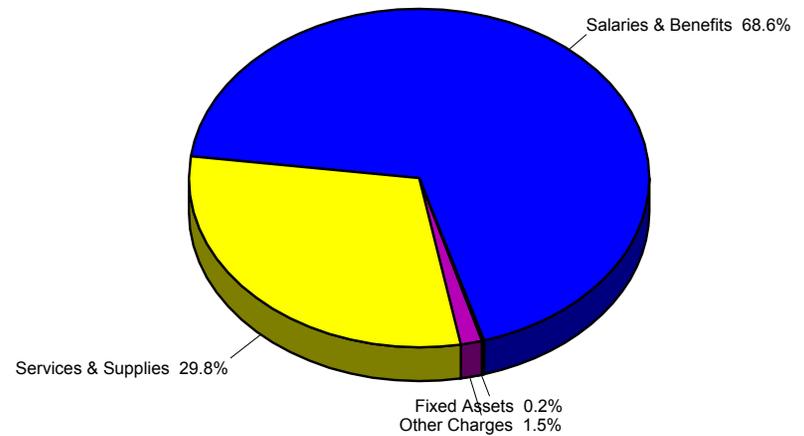
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
 033A

ACTIVITY: Construction Management
 UNIT: 2300000

SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Fines/Forefeitures/Penalties	0	8,761	0	0	0
Use Of Money/Prop	0	160	0	0	0
Charges for Service	15,339,777	19,797,430	18,317,872	20,248,491	19,904,187
Total Operating Rev	15,339,777	19,806,351	18,317,872	20,248,491	19,904,187
Salaries/Benefits	11,169,493	11,813,150	12,346,429	14,213,815	14,183,815
Service & Supplies	3,046,005	2,645,786	4,272,526	4,389,280	4,074,976
Other Charges	416,312	388,401	388,411	199,606	199,606
Depreciation/Amort	43,618	11,219	11,880	13,380	13,380
Intrafund Chgs/Reimb	182,432	175,177	1,173,533	1,306,667	1,306,667
Cost of Goods Sold	1,058,728	0	0	0	0
Total Operating Exp	15,916,588	15,033,733	18,192,779	20,122,748	19,778,444
Aid-Gov'n't Agencies	1,885	0	0	0	0
Other Revenues	184,273	156,359	0	0	0
Total Nonoperating Rev	186,158	156,359	0	0	0
Interest Expense	0	0	1,300	1,300	1,300
Debt Retirement	80,652	80,652	90,643	90,643	90,643
Equipment	0	28,515	33,150	33,800	33,800
Total Nonoperating Exp	80,652	109,167	125,093	125,743	125,743
Net Income (Loss)	-471,305	4,819,810	0	0	0
Positions	185.0	169.0	164.0	169.0	169.0

PROGRAM DESCRIPTION

- Construction Management Division (CMD) is a service division supporting the infrastructure construction efforts of the County of Sacramento. CMD provides inspection, basic materials testing and construction management for publicly bid construction contracts. The purpose of CMD is to ensure projects are constructed in accordance with plans, specifications and county standards. CMD provides these services on:
 - Road and bridges
 - Sanitary sewers and waste water treatment facilities
 - Water supply, distribution and drainage facilities
 - Airport facilities and infrastructure
 - Parks
 - Waste Management and Recycling
 - Countyowned building projects
- CMD also inspects public works infrastructure constructed by private developers as part of subdivision improvements and commercial site development and projects constructed by private contractors that will be maintained by the County.

MISSION:

To provide the public, developers, contractors, and governmental agencies with consistent and efficient construction administration and inspection services.

GOALS:

- Implement distribution of monthly status reports to clients for major projects.
- Ensure that construction management firms assisting in the construction management and inspection of the Lower Northwest Interceptor Program utilize established procedures.
- Seek efficiency improvements via technology.
- Cross train private development and contract inspectors.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Five midyear positions transferred from the Building Inspection Division: one Office Assistant II, one Engineering Technician, one limited term Engineering Technician II, and two limited term Building Inspector II's.
- Many new construction projects funded by the Capital Construction Fund began including the Juvenile Courthouse Project and the Warren E. Thornton 60-Bed Expansion Project.

- CMD experienced increased workloads due to tasks performed for the Sacramento Regional County Sanitation District (SRCSD) for additional interceptor construction and the start of construction for the parking facility at Sacramento International Airport.
- The following major projects were completed: Watt Avenue Bridge Widening; Rubberized Asphalt Concrete (AC) Overlay Project; Traffic Operations (Stage I); and the AC Overlay for Transportation Enhancement Activities for the Twenty-first Century (TEA 21), Phase I.
- The Sunrise Douglas development in the City of Rancho Cordova began.
- CMD was successful in its pursuit of providing services to the newly incorporated City of Rancho Cordova.

SIGNIFICANT CHANGES FOR 2003-04:

- Several major projects funded by the Capital Construction Fund are slated for construction including the Juvenile Hall Expansion Project and the Animal Care Facility.
- Ongoing projects include the Franklin Boulevard Bridge Replacement; Hazel Avenue Widening; AC Overlay (TEA 21), Phase 2; Florin Road Enhancement; and the Fulton Avenue Beautification.
- Work for the SRCSD, County Sanitation District No. 1 and Department of Water Resources will continue to increase primarily due to the Upper Northwest, Folsom East, Bradshaw and Fruitridge Interceptor projects and the need for additional potable water sources to keep up with continuing growth in the County.

2003-04 PROGRAM INFORMATION

Budget Unit: 2300000 Public Works-Construction Mgmt

Agency: Public Works

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED						
001	Administration	753,390	753,390	0	0	0	4.0	1
Program Description: Administration and fiscal support for Construction Management Division								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Provide customer service, clerical support and management for CMD operations and to ensure 100% cost recovery for services rendered.								
002	Construction Inspection	13,908,715	20,000	13,888,715	0	0	112.0	100
Program Description: Administers and inspects construction projects								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Public Works infrastructure projects are constructed per plans and specifications and 100% of these projects function as intended. Ensure the County receives no storm water pollution fines during construction - 100% fine free.								
004	Materials Test Laboratory	1,397,236	0	1,397,236	0	0	11.0	12
Program Description: Tests construction materials to ensure they meet specifications								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Ensure materials incorporated into construction projects meet specifications 100% of the time.								
005	Building Construction Inspection	4,618,236	0	4,618,236	0	0	42.0	25
Program Description: Administers and inspects construction and/or remodeling of County buildings								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Projects are constructed in accordance with plans and specifications and 100% of these projects function as intended.								
TOTAL:		20,677,577	773,390	19,904,187	0	0	169.0	138

CONTRACT COSTS/GOVERNMENTAL AGENCIES

2410000

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
033A

ACTIVITY: Contract Costs/Gov't Agencies
UNIT: 2410000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Service & Supplies	26,975	0	0	0	0
Total Operating Exp	26,975	0	0	0	0
Aid-Gov'n't Agencies	26,975	0	0	0	0
Total Nonoperating Rev	26,975	0	0	0	0
Net Income (Loss)	0	0	0	0	0

PROGRAM DESCRIPTION:

The Contract Costs/Government Agencies program was responsible for:

- Recording annual budgetary data relative to construction programs including roadway, curb and gutter, sidewalk, drainage, and other miscellaneous construction projects financed by the Sacramento Housing and Redevelopment Agency. This activity was not part of the Paratransit Program described below.
- Identifying and recording revenues and expenditures related to the purchase and operation of six alternative fuel buses by Paratransit. This federally financed test program determined efficient fuel consumption methods, as well as, provided additional transportation capability for Paratransit.
- Ongoing financial management by the Sacramento County Public Works Agency, acting as the “pass through” agency, to support the Paratransit Alternative Fuel Initiative Program for the acquisition of alternative fuel buses.

FOR INFORMATION ONLY

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 4650000 Contribution To Paratransit

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

CLASSIFICATION
FUNCTION: PUBLIC WAYS & FACILITIES
ACTIVITY: Transportation Systems
FUND: GENERAL

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Other Charges	66,600	66,600	66,600	66,600	66,600
NET TOTAL	66,600	66,600	66,600	66,600	66,600
Revenues	0	0	0	0	0
NET COST	66,600	66,600	66,600	66,600	66,600

PROGRAM DESCRIPTION:

- During the State legislative session of 1971 two bills were passed which affected the county's support of transit systems. The first bill was responsible for the creation of the Sacramento Regional Transit District, which replaced the Sacramento Transit Authority. The second bill, Senate Bill 325, provided for the financing of transit systems through gas tax revenues.
- Provisions contained in Senate Bill 325 were interpreted as requiring continued local support of transit systems. Consequently, the City of Sacramento requested that the County provide partial funding for the Sacramento Transit Authority for Fiscal Year 1971-72. The County agreed to this request and subsequently set the amount of support at \$33,600. This level of funding continued even after the Sacramento Regional Transit District began operations April 1, 1973.
- In Fiscal Year 1984-85 the Board of Supervisors approved an increase in the support payment to \$66,600, which reflected an additional \$33,000 to fund the mobility training program conducted by Paratransit, Inc. This amount, \$66,600, has been budgeted each year since then and is now formally required as a result of the four party agreement referenced above that became effective July 1, 1988.

MISSION:

To provide funding in support of local transit systems in accordance with a four party agreement between the County of Sacramento, the City of Sacramento, the Sacramento Regional Transit District and the Sacramento Area Council of Governments.

GOALS:

- Maintain adequate funding for local transit programs, including the mobility training program conducted by Paratransit, Inc.

2003-04 PROGRAM INFORMATION

Budget Unit: 4650000 Contribution to Paratransit Agency: Public Works

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED						
001	Contribution to Paratransit	66,600	0	0	0	66,600	0.0	0
Program Description: County support of Paratransit								
Countywide Priority: 2 Safety Net								
Agency Priority: 01 PW Subsidies for Paratransit and Veteran's facilities								
Anticipated Results: To provide partial funding for mobility training and to assist 600 individuals in the Sacramento area.								
TOTAL:		66,600	0	0	0	66,600	0.0	0

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: CSA No. 5
2540000

FUND: CSA NO. 5
254A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	30,738	23,512	102,938	107,974	107,974
Other Charges	0	1,069	1,500	1,500	1,500
Total Finance Uses	30,738	24,581	104,438	109,474	109,474
Reserve Provision	76,964	29,350	29,350	24,408	24,408
Total Requirements	107,702	53,931	133,788	133,882	133,882
Means of Financing					
Fund Balance	107,225	70,746	70,746	75,710	75,710
Reserve Release	0	33	33	2,192	2,192
Use Of Money/Prop	14,156	9,611	13,800	5,900	5,900
Charges for Service	58,355	49,251	49,209	50,080	50,080
Other Revenues	-1,287	0	0	0	0
Total Financing	178,449	129,641	133,788	133,882	133,882

PROGRAM DESCRIPTION:

- County Service Area No. 5 (CSA-5) is located in the southern part of Sacramento County and is generally bounded by the Union Pacific Right-of-Way on the east, the Laguna Creek Ranch/Elliott Ranch boundary on the south, Interstate 5 on the west and the Sacramento Regional County Sanitation District property on the north.
- This District is primarily financed by service charges, which are special assessments levied against all properties within the boundaries of CSA-5, except those exempt by statute.

MISSION:

To provide funding for the miscellaneous extended services of street sweeping, road maintenance, drainage control and associated administrative costs to residents of the Laguna West area.

GOALS:

- Work collaboratively with the City of Elk Grove during the annexation of Laguna West and throughout the transition of this program.
- Provide street sweeping, road maintenance and drainage control services by utilizing funding from service charges.
- Monitor financial reports to ensure that District funding is available as needed.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Street sweeping services and cobblestone replacement were provided at Laguna West Town Hall.

SIGNIFICANT CHANGES FOR 2003-04:

- Lakes within CSA-5 will be monitored and tested.
- This program may be transferred to the City of Elk Grove.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Operating Capital Reserves** **\$50,323**
 These reserves provide cash to pay for ongoing operating expenses, without an interruption in service, prior to the receipt of assessments. This reserve increased \$2,945.
- **Future Replacement Reserves** **\$63,372**
 These reserves will serve the future replacement costs of special stone pavers used in the Town Square (\$26,590), and the early replacement of the curb, gutter and sidewalk as a result of the trees planted in the streets (\$36,782). This reserve increased \$9,905 (\$4,160 and \$5,745 respectively).
- **Mitigation/Compliance Testing Reserve** **\$49,806**
 This reserve is established to pay for any unscheduled water quality testing, should the need arise, during the first six months of the fiscal year prior to the collection of assessment revenue. This reserve will allow for immediate response to abnormal toxins in water runoff as detected by testing. This reserve remains unchanged from last fiscal year.
- **Rate Stabilization Reserves** **\$244,210**
 These reserves provide supplemental funding when assessment rates do not provide sufficient revenue to meet all current operating requirements. Use of these reserves help stabilize service charge rates. This reserve reflects a net increase of \$9,366.

SUPPLEMENTAL INFORMATION:

- Service charges represent an equitable method of distributing the cost of providing the necessary street sweeping, road maintenance and drainage control services to properties within the service area proportional to the benefits received.
- Annual service charges for all property owners within CSA-5 are as follows:

PARCEL TYPE	2000-01	2001-02	2002-03	2003-04
Subdivided Single Family Residential Benefit Parcels	\$16.72 per parcel	\$16.18 per parcel	\$13.76 per parcel	\$14.07 per parcel
Other Properties that Benefit from all Services	\$98.60 per acre	\$98.60 per acre	\$84.19 per acre	\$86.13 per acre
Non-Street Sweeping/Road Maintenance Benefit Parcels	\$62.60 per acre	\$62.60 per acre	\$48.19 per acre	\$48.65 per acre

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: CSA No. 7
2856000

FUND: CSA NO. 7
256A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	883	2,146	3,500	3,500	3,500
Total Finance Uses	883	2,146	3,500	3,500	3,500
Reserve Provision	3,630	2,363	2,363	121	121
Total Requirements	4,513	4,509	5,863	3,621	3,621
Means of Financing					
Fund Balance	3,330	2,363	2,363	121	121
Use Of Money/Prop	3,546	2,266	3,500	3,500	3,500
Total Financing	6,876	4,629	5,863	3,621	3,621

PROGRAM DESCRIPTION:

- County Service Area No. 7 (CSA-7) is located in the southern part of Sacramento County and is generally bounded by the Union Pacific Railroad Right-of-Way on the east, Elk Grove Boulevard on the south, Interstate 5 on the west and Laguna West on the north.
- CSA-7 encompasses approximately 632 acres of residential, commercial, industrial and office land use, as well as public and open space areas.
- This District is primarily financed by service charges that appear as direct levies on the tax bills of all properties within the boundaries of CSA-7, except those exempt by statute.

MISSION:

To provide funding for the soil conservation and drainage control services for monitoring the discharge from the Lakeside development to residents of Elliott Ranch (Lakeside).

GOALS:

- Assist with the annexation of Laguna West to the City of Elk Grove.
- Provide drainage control services while ensuring that adequate financing is available by utilizing the funding from service charges.

SIGINIFICANT DEVELOPMENTS DURING 2002-03:

- No service charges were collected due to sufficient funding.

SIGNIFICANT CHANGES FOR 2003-04:

- Future services will be provided by the City of Elk Grove as a result of their incorporation.
- No service charges will be levied due to sufficient funding for required services.

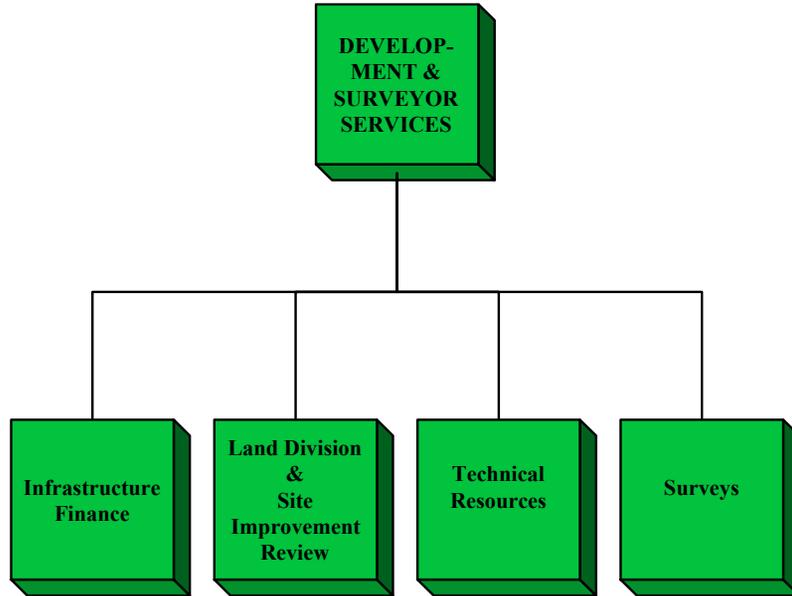
2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Mitigation/Compliance Testing** **\$102,910**
This reserve allows the County to assume the ongoing financial responsibility of water quality testing for discharge of the Lakeside development should the Homeowner's Association (HOA) fail to perform. This reserve will provide the necessary financing to pay for one year's cost of water testing and will only be used should the HOA be unable to fund the required mitigation/compliance water quality testing. This reserve increased \$121.

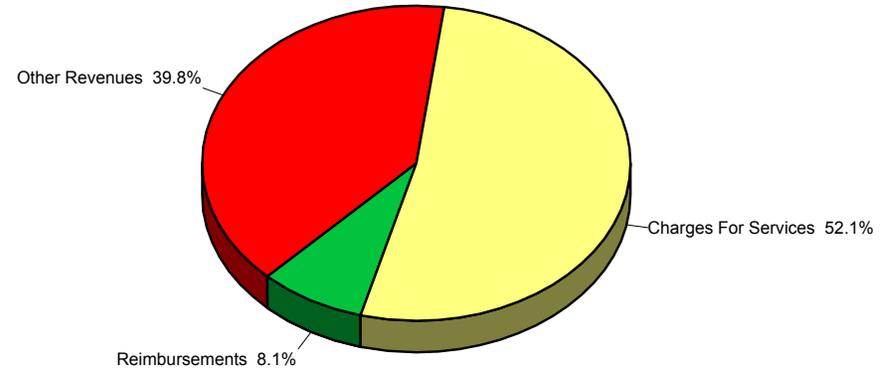
SUPPLEMENTAL INFORMATION:

- Service charges represent an equitable method of distributing the cost of providing the necessary soil conservation and drainage control services to properties within the service area proportional to the benefits received. Service charges are collected for the administrative costs of insuring the HOA complies with the required testing and to build a reserve of cash to assume the responsibility of the HOA without interruption in service should the HOA be unable to fund the testing.
- Since Fiscal Year 1999-2000, there have been no annual service charges for property owners within CSA-7. In Fiscal Year 1998, annual service charges were \$12.58 per single-family lot and \$51.03 per acre for all other parcels.

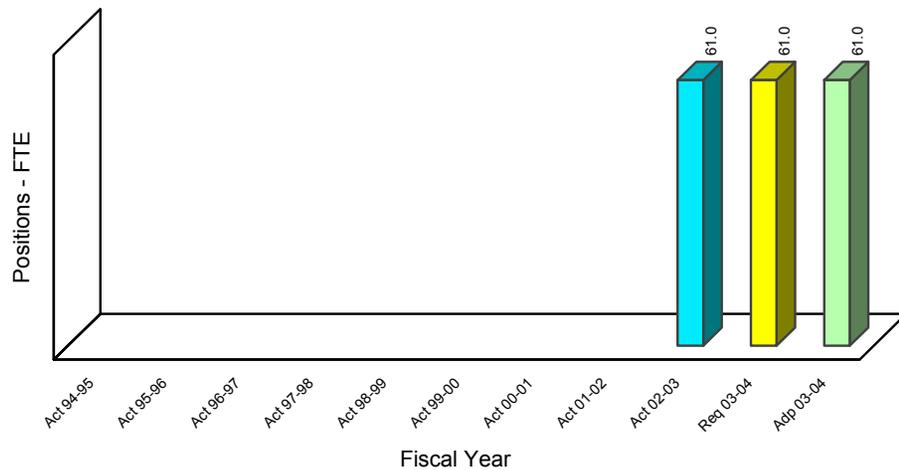
Departmental Structure



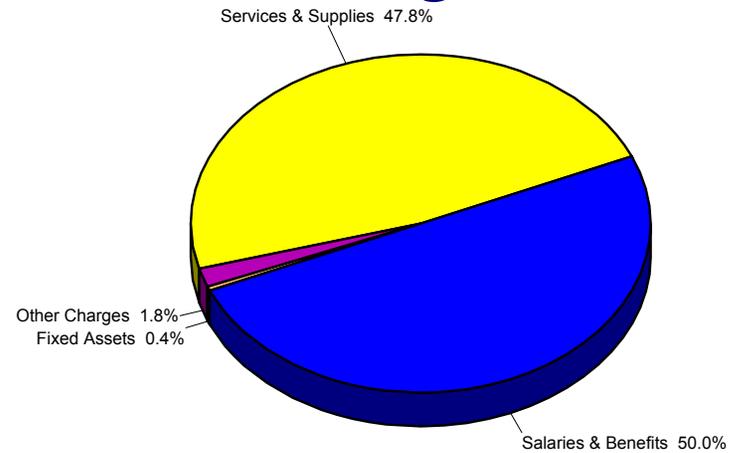
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
033A

ACTIVITY: Development & Surveyor Services
UNIT: 2450000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Licenses/Permits	0	43,597	0	0	0
Fines/Forefeitures/Penalties	0	124,159	0	0	0
Charges for Service	0	7,213,881	6,658,506	5,092,691	5,142,691
Total Operating Rev	0	7,381,637	6,658,506	5,092,691	5,142,691
Salaries/Benefits	0	3,808,944	4,640,349	5,020,335	4,936,335
Service & Supplies	0	2,928,541	2,887,053	3,649,838	3,739,838
Other Charges	0	148,767	163,000	135,985	135,985
Depreciation/Amort	0	36,951	40,000	40,000	40,000
Intrafund Chgs/Reimb	0	73,565	584,170	177,766	177,766
Total Operating Exp	0	6,996,768	8,314,572	9,023,924	9,029,924
Aid-Gov'n't Agencies	0	9,821	0	0	0
Other Revenues	0	584,035	1,686,066	3,971,233	3,927,233
Total Nonoperating Rev	0	593,856	1,686,066	3,971,233	3,927,233
Loss/Disposition-Asset	0	5,401	0	0	0
Equipment	0	27,859	30,000	40,000	40,000
Total Nonoperating Exp	0	33,260	30,000	40,000	40,000
Net Income (Loss)	0	945,465	0	0	0
Positions	0.0	61.0	62.0	61.0	61.0

PROGRAM DESCRIPTION:

- Development and Surveyor Services (DSSD) is a division of the Department of County Engineering and Administration of the Public Works Agency. It is comprised of four distinct business units: Infrastructure Finance Section (IFS), Land Division and Site Improvement Review (LDSIR), Technical Resources (TR), and the Surveys Section. DSSD provides services associated with urban infrastructure and satisfies the state-mandated County Surveyor function.
 - IFS is primarily responsible for the preparation of project-specific public infrastructure financing plans and the formation and administration of the resulting financing mechanisms. These plans ensure adequate infrastructure within the County.
 - LDSIR and TR work with the engineering and surveying community in the review and approval of land division and infrastructure improvement plans, and the calculation of development impact fees and enforcement of other conditions of approval.
 - The Surveys Section provides professional surveying services in support of Public Works and other Sacramento County projects.

MISSION:

To provide accurate and timely review of land division maps and site improvement plans; provide land development and infrastructure management information; accurately and efficiently determine and calculate development fees; fulfill the various functions of the County Surveyor; and prepare, implement and administer public facilities financing plans and special districts.

GOALS:

- Continue to monitor, develop, and implement cost recovery systems to ensure that the cost of providing LDSIR and TR services is fully recovered from the appropriate customers.
- Review the current land surveyor series and consider modifying the existing class specification or creating a new classification to serve as County Surveyor.
- Review charges from Public Works Agency support units to ensure that such charges are appropriate and result in services beneficial to DSSD.
- Continue to work on the conversion of the Direct Levy Maintenance System.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- DSSD assisted the Director of County Engineering and Administration with negotiation and coordination efforts between the County and the newly incorporated City of Rancho Cordova.
- Assisted the City of Rancho Cordova in establishing a county service area and a Mello-Roos fee district in the Mather and Rancho Cordova areas to facilitate development in the Sunridge-Mather area.

SIGNIFICANT CHANGES FOR 2003-04:

- DSSD will pursue contracts and agreements with the newly incorporated City of Rancho Cordova and continue to consider the potential impacts of providing various municipal services to incorporated areas.
- IFS will implement County Service Area No. 10 to serve the Rancho Cordova and Mather areas, and coordinate the annexation of County Service Area No. 5 and No. 7 to the City of Elk Grove.
- Surveys Section will prepare legal descriptions for the Department of Transportation's right of way acquisition projects.

2003-04 PROGRAM INFORMATION

Budget Unit: 2450000 Development/Surveyor Svcs

Agency: Public Works

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED						
001	Infrastructure Finance	1,638,087	86,000	1,552,087	0	0	13.0	0
Program Description:	Development, implementation & administration of public facilities							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Special district funding is available for public facility projects and programs through timely submittal of district tax levies 100% of the time.							
002	Land Div & Site Imprv Review	4,485,701	298,935	4,186,766	0	0	17.0	0
Program Description:	Review & approval of land development & site improvement plans							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Efficient and expeditious review of Land Division Maps and Improvement Plans within 20 working days.							
003	Technical Resources	1,464,871	300,000	1,164,871	0	0	10.0	0
Program Description:	Permit services, development impact fee calculation & PWA general information							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Accurate and efficient development fees calculation 100% of the time.							
004	Surveys	2,284,307	118,107	2,166,200	0	0	21.0	9
Program Description:	Preliminary & construction surveys for highways, bridges, water supply, etc.							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Design and construction surveys of public infrastructure improvement projects at an estimated value of \$30,000,000.							
TOTAL:		9,872,966	803,042	9,069,924	0	0	61.0	9

EAST ELK GROVE PUBLIC FACILITIES FINANCING PLAN

1282848

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: East Elk Grove PFFP
1282848

FUND: EAST ELK GROVE PFFP
128B

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	57,536	100,075	91,675	0	0
Other Charges	0	316,000	3,368,693	11,539,017	11,539,017
Interfund Charges	246,264	0	1,196,155	703,972	703,972
Total Finance Uses	303,800	416,075	4,656,523	12,242,989	12,242,989
Reserve Provision	3,363,783	1,870,915	1,870,915	0	0
Total Requirements	3,667,583	2,286,990	6,527,438	12,242,989	12,242,989
Means of Financing					
Fund Balance	4,301,552	4,865,138	4,865,138	7,008,291	7,008,291
Reserve Release	0	0	0	5,234,698	5,234,698
Use Of Money/Prop	216,137	224,614	30,000	0	0
Charges for Service	3,963,768	4,205,528	1,632,300	0	0
Total Financing	8,481,457	9,295,280	6,527,438	12,242,989	12,242,989

PROGRAM DESCRIPTION:

- The East Elk Grove Public Facilities Financing Plan (PFFP) is located in the southern part of Sacramento County, south of Bond Road and east of Waterman Road extending south to Grant Line Road and east to Bradshaw Road. The East Elk Grove Specific Plan area is within the urban zone of the Elk Grove/West Vineyard PFFP area.
- This District is primarily financed through a development impact fee program.
- Timing of infrastructure development may differ from the original Capital Improvement Program due to fluctuations in development activity; thus, deviating from the original forecast. This can result in significant under expenditures of annual appropriated project costs and under collection of budgeted revenues.

MISSION:

To provide, in a timely fashion, portions of the major public infrastructure roadway facilities necessary for the Elk Grove/West Vineyard area to urbanize.

GOAL:

- Assist with the transition of this program from the County to the City of Elk Grove.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Board of Supervisors approved Resolution No. 2003-0773 which provides for the transition of this program from the County of Sacramento to the City of Elk Grove.

SIGNIFICANT CHANGES FOR 2003-04:

- A net increase in expenditures of \$5,715,551 is anticipated due to reimbursement payments to City of Elk Grove for the transfer of the reserve and fund balances for this District; however, \$703,971 will be retained for contribution to the Elk Grove/Waterman Intersection Improvement Project.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCE:

- **Reserve for Construction** **\$-0-**
Developer Fee revenues are the primary financing source for the construction of infrastructure projects scheduled in the East Elk Grove PFFP. Remaining Development Fee proceeds are placed in the Reserve for Construction. These reserves are increased or decreased each fiscal year when the combination of available fund balance and anticipated revenues are sufficient or insufficient to fund the current year's construction. Due to the annexation, the entire reserve balance will be paid to the City of Elk Grove. As a result, the reserve decreased \$5,234,698.

ELK GROVE/WEST VINEYARD PUBLIC FACILITIES FINANCING PLAN 2840000

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: EGWW/PFFP - Roadway
2840000

FUND: EGWW/PFFP - ROADWAYS
108A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	1,514,915	2,490,304	11,168,458	1,069,600	1,069,600
Other Charges	94,176	2,241,190	5,402,109	37,328,284	37,328,284
Interfund Charges	0	0	0	406,320	406,320
Interfund Reimb	0	-749,000	-3,249,000	-339,458	-339,458
Total Finance Uses	1,609,091	3,982,494	13,321,567	38,464,746	38,464,746
Reserve Provision	3,171,871	4,404,723	4,404,723	0	0
Total Requirements	4,780,962	8,387,217	17,726,290	38,464,746	38,464,746
Means of Financing					
Fund Balance	12,472,571	12,844,290	12,844,290	10,933,913	10,933,913
Reserve Release	0	0	0	23,472,833	23,472,833
Use Of Money/Prop	1,061,377	741,938	400,000	300,000	300,000
Aid-Gov'n't Agencies	57,451	0	0	0	0
Charges for Service	5,117,973	4,614,339	4,482,000	3,758,000	3,758,000
Other Revenues	-486,093	123,010	0	0	0
Total Financing	18,223,279	18,323,577	17,726,290	38,464,746	38,464,746

PROGRAM DESCRIPTION:

- Elk Grove/West Vineyard Public Facilities Financing Plan (PFFP) is located in the southern part of Sacramento County and generally bounded by State Highway 99 on the west, Gerber Road on the north, the agricultural-residential area along Grant Line Road in the vicinity of Wilton Road on the east, and the intersection of Waterman Road and Grant Line Road on the south.
- This District is financed primarily through a development impact fee program.
- Timing of infrastructure development may differ from the original Capital Improvement Program due to fluctuations in development activity; thus, deviating from the original forecast. This can result in significant under-expenditures of annual appropriated project costs and under-collection of budgeted revenues.

MISSION:

To provide in a timely fashion, portions of the major public infrastructure necessary for the Elk Grove/West Vineyard area to urbanize. This includes construction of major freeway interchanges, roadways, public transit, fire protection, library, community center and park facilities.

GOALS:

- Update the financing plan to reflect the division of program and project responsibilities between the County and the City of Elk Grove.
- Ensure that project support is provided by county departments and non-county agencies for infrastructure project design and construction, environmental impact matters, cost sharing agreements, contributions and reimbursements, and district land use impacts.
- Monitor and ensure that adequate district funding is available for planned projects. Funding is provided through the collection of development impact fees.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- This program was split between the County and the City of Elk Grove.
- Projects completed include the construction of the Elk Grove Boulevard sound wall; installation of a traffic signal at Grantline Road and Wilton; and the installation of a fronting access signal at Bradshaw Road and Vintage Park Drive.

SIGNIFICANT CHANGES FOR 2003-04:

- The district name, Elk Grove/West Vineyard PFFP, will be changed to Vineyard PFFP.
- Due to the boundary split, payment will be made to the City of Elk Grove for the Elk Grove portion of developer fees. Fees were collected during the building permit process.
- A net increase in expenditures of \$20,738,456 is anticipated due to reimbursement payments to developers for completed construction projects and for the aforementioned payment to the City of Elk Grove.
- The Calvine Road widening project, which widens Calvine Road from two to four lanes, is scheduled for completion. This widening begins approximately 1,000 feet east of Kingsbridge Road and ends at Vineyard Road.
- A traffic signal will be installed at Grantline Road and Sunrise Boulevard.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Construction** **\$-0-**
Roadway Development Fees are the primary financing source for the construction of infrastructure projects scheduled in the Elk Grove/West Vineyard PFFP. Remaining Development Fee proceeds are placed in the Reserve for Construction. These reserves are drawn upon each fiscal year when the combination of available fund balance and anticipated revenues are insufficient to fund current year construction. Due to the entire balance being transferred to the City of Elk Grove, the reserve decreased \$23,472,833.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Gold River Station #7 Landscape CFD
1370000

FUND: GOLD RIVER STATION #7 LANDSCAPE CFD
137A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	0	2,834	0	33,480	33,480
Other Charges	0	107	0	300	300
Total Finance Uses	0	2,941	0	33,780	33,780
Reserve Provision	0	0	0	38,685	38,685
Total Requirements	0	2,941	0	72,465	72,465
Means of Financing					
Fund Balance	0	0	0	33,685	33,685
Use Of Money/Prop	0	221	0	0	0
Charges for Service	0	36,406	0	38,780	38,780
Total Financing	0	36,627	0	72,465	72,465

PROGRAM DESCRIPTION:

- Gold River Station No. 7 is located within Sacramento County in a single-family residential area. It is generally bounded on the north by the Buffalo Creek Drainage Canal, on the west by Pyrites Way and on the south and east by US Highway 50.
- This District is primarily financed by service charges that appear as direct levies on the tax bills of all properties within the boundaries of the Community Facilities District (CFD), except those exempt by statute.

MISSION:

To provide funding for landscape maintenance associated with Gold River Station No. 7 Landscape CFD. This includes the installation, maintenance, repair and replacement of landscape facilities and the sound wall associated with the subdivision development.

GOALS:

- Ensure district funding is available when required for planned maintenance.
- Coordinate with the Department of Transportation to provide landscape maintenance and other services needed by the District.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- A formal midyear district budget was established.
- The Infrastructure Finance Section oversaw the first direct levy assessment for this District.

SIGNIFICANT CHANGES FOR 2003-04:

- The Department of Transportation will contract with a landscape service to maintain the existing landscaping and sound wall.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Operating Capital** **\$38,685**
Assessment revenues finance the cost of administering this District. This is a new reserve.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Laguna Community Facility District
3090000

FUND: LAGUNA COMMUNITY FACILITY DISTRICT
107A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	927,180	1,147,141	7,309,293	894,413	894,413
Other Charges	370,605	202,217	5,925,843	25,616,024	25,616,024
Interfund Charges	0	0	2,500,000	0	0
Total Finance Uses	1,297,785	1,349,358	15,735,136	26,510,437	26,510,437
Reserve Provision	1,126,790	1,654,694	1,654,694	0	0
Total Requirements	2,424,575	3,004,052	17,389,830	26,510,437	26,510,437
Means of Financing					
Fund Balance	11,117,894	16,177,830	16,177,830	13,358,791	13,358,791
Reserve Release	5,714,231	0	0	12,316,646	12,316,646
Use Of Money/Prop	1,490,705	521,130	600,000	300,000	300,000
Charges for Service	246,816	345,923	250,000	200,000	200,000
Other Revenues	1,800	3,147,069	362,000	335,000	335,000
Total Financing	18,571,446	20,191,952	17,389,830	26,510,437	26,510,437

PROGRAM DESCRIPTION:

- Laguna Community Facilities District (CFD) is located in the southern part of Sacramento County and generally bounded by Elk Grove Boulevard on the south, the City of Sacramento on the north, Union Pacific Railroad on the west and Highway 99 on the east.
- This District's major public improvements are primarily financed through the issuance of Mello-Roos special tax bonds. The debt service on these bonds is paid with an elector-approved annual levy of a special tax within the district boundaries subject to maximum authorized tax rates. The entire

tax bond proceeds received are deposited with the Sacramento County Department of Finance and are drawn upon as infrastructure construction progresses during any given fiscal year. Development fees and other minor revenues are also a source of financing for major public improvements.

MISSION:

To provide, in a timely fashion, portions of the major public infrastructure necessary for the Laguna area to urbanize. This includes construction of a major freeway interchange, roadway, public transit and fire protection facilities.

GOALS:

- Work collaboratively with the City of Elk Grove regarding the habitat expectations for Lewis Stein Road.
- Complete the update of the Laguna Area Roadway Development Fee Program with the assistance of the City of Elk Grove and determine the future administration of the Program.
- Ensure that financing is available for planned projects.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Discussions for the transition of the Laguna Area Roadway Development Fee Program began between the County and the City of Elk Grove as the boundaries for the District are now within the City of Elk Grove.
- Construction of Lewis Stein Road began which creates a two-lane road from Big Horn to Sheldon Road.

SIGNIFICANT CHANGES FOR 2003-04:

- Construction for the Laguna Boulevard Overlay Project between Bruceville Road and West Laguna Springs Road will commence and is planned for completion.
- The responsibility for Lewis Stein Road will be transferred to the City of Elk Grove and the City plans to complete construction this fiscal year.
- A net increase in expenditures of \$9,120,607 is anticipated due to reimbursement to developers and the City of Elk Grove for completed projects.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Bond Proceeds - Reserve for Construction** **\$-0-**
Bond proceeds financed the formation of this district and are the primary financing source for the construction of future infrastructure projects scheduled in the Laguna CFD Financing Plan. Residual bond proceeds remaining after first year obligations were met were placed in the Reserve for Construction. These reserves are drawn upon each fiscal year when the combination of available fund balance and anticipated revenues are insufficient to fund current year construction. These reserves are added to when the combination of available fund balance and anticipated revenues exceed the amount required to fund current year construction. The reserve reflects a release of the total balance, \$8,774,924, to make funding available to the City of Elk Grove for project completion.

- **Development Fees – Reserve for Construction** **\$-0-**
Laguna Area Roadway Development Fees are the primary source of financing for the construction of future infrastructure projects within the Laguna Area Roadway Financing Plan. Residual development fee revenues remaining after each fiscal year are placed in the Reserve for Construction. These reserves are drawn upon each fiscal year when the combination of available fund balance and anticipated revenues are insufficient to fund current year construction. The reserve reflects a release of the total balance, \$3,541,722, to make funding available to the City of Elk Grove for projects.
- **Development Fees – Reserve for Surcharge Fee Refund** **\$-0-**
The Laguna Area Roadway Development Fee included a surcharge component that was in effect through June 30, 2000 to allow advancing the construction of a grade separated interchange, if required, at Laguna Boulevard and Bruceville Road. The reserve balance was reimbursed in Fiscal Year 2001-02 to those who had paid the surcharge while it was in effect.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Laguna Crk/Elliott Rch CFD No. 1
2870000

FUND: LAGUNA CRK/ELLIOTT RCH CFD 1
105A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	390,173	292,024	388,200	444,250	444,250
Other Charges	69,300	42,290	1,869,874	5,621,260	5,621,260
Interfund Charges	0	0	224,000	0	0
Total Finance Uses	459,473	334,314	2,482,074	6,065,510	6,065,510
Reserve Provision	2,159,411	0	0	25,724	25,724
Total Requirements	2,618,884	334,314	2,482,074	6,091,234	6,091,234
Means of Financing					
Fund Balance	3,844,558	1,698,848	1,698,848	3,122,287	3,122,287
Reserve Release	51,609	291,526	291,526	2,454,697	2,454,697
Use Of Money/Prop	421,726	138,771	100,000	70,000	70,000
Other Revenues	0	1,329,648	391,700	444,250	444,250
Total Financing	4,317,893	3,458,793	2,482,074	6,091,234	6,091,234

PROGRAM DESCRIPTION:

- Laguna Creek Ranch/Elliott Ranch Community Facilities District No. 1 (CFD-1) is located in the southern part of Sacramento County and is generally bounded by Elk Grove Boulevard on the south, the Sacramento Regional Wastewater Treatment Plant on the north, Interstate 5 on the west and the Union Pacific Railroad on the east.
- The Laguna Creek Ranch/Elliott Ranch CFD-1 is comprised of Improvement Area No. 1 (Laguna Creek Ranch) and Improvement Area No. 2 (Elliott Ranch).
- This District provides for the construction of major public improvements that are primarily financed through the issuance of Mello-Roos special tax bonds. The debt service on these bonds is paid through the annual levy of an elector approved special tax within the district boundaries that is subject to the maximum authorized tax rates. The entire tax bond proceeds received are deposited with the County Treasurer-Tax Collector and are drawn upon as infrastructure construction progresses.

MISSION:

To distribute funds within the guidelines of the bond covenants to the City of Elk Grove for the major public infrastructure necessary for the Laguna Creek Ranch/Elliott Ranch area to urbanize. This includes construction of a major freeway interchange, railroad overcrossing, roadway, public transit, fire protection, park, storm drainage and flood control facilities.

GOAL:

- Work collaboratively with the City of Elk Grove to determine the schedule and financing of projects within the District.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Park improvements at Renwick Square were completed in Improvement Area No. 1.

SIGNIFICANT CHANGES FOR 2003-04:

- The following projects are scheduled for Improvement Area No. 1:
 - A Regional Transit Park and Ride facility will be constructed at Laguna Boulevard and Interstate 5.
 - Landscaping projects are planned for Laguna Boulevard at the Southern Pacific railroad over crossing.
 - A park, Unit 27, will be created at Harbour Point Drive south of Laguna Boulevard.
 - Landscape medians will be constructed on Harbour Point Drive.
 - Existing trees that are creating traffic hazards along Laguna Boulevard near Laguna Town Hall and Apple Computer will be removed and replaced.
- The following projects are planned for Improvement Area No. 2:
 - Landscaping will be installed at Elk Grove Boulevard and the Southern Pacific railroad over crossing.
 - A Regional Transit Park and Ride facility will be constructed at Elk Grove Boulevard and Interstate 5.
 - A traffic signal will be installed at Harbour Point Drive and Maritime Drive.
 - Johnson Park will be built. It will be located adjacent to the Laguna Town Hall.
 - Landscape medians will be constructed along Harbour Point Drive.

- Due to project timing, a net increase in expenditures of \$3,609,160 is anticipated for reimbursement payments to developers for completed projects.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Construction** **\$1,288,937**
Bond proceeds are the primary financing source for the construction of infrastructure projects scheduled in the Laguna Creek Ranch/Elliott Ranch CFD-1 Financing Plan. Bond proceeds remaining after the first year obligations were met were placed in the Reserve for Construction. These reserves are drawn upon each fiscal year when the combination of available fund balance and anticipated revenues are insufficient to fund current year construction. The reserve reflects a release of \$2,454,697 for Improvement Area No. 1 and an increase of \$25,724 for Improvement Area No. 2.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Laguna Stonelake CFD
1300000

FUND: LAGUNA STONELAKE CFD-BOND PROCEEDS
130A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	91,911	86,200	135,396	111,800	111,800
Other Charges	7,014,025	1,190,298	1,589,111	462,060	462,060
Total Finance Uses	7,105,936	1,276,498	1,724,507	573,860	573,860
Reserve Provision	435,354	0	0	0	0
Total Requirements	7,541,290	1,276,498	1,724,507	573,860	573,860
Means of Financing					
Fund Balance	7,563,028	531,799	531,799	357,582	357,582
Reserve Release	0	861,708	861,708	104,478	104,478
Use Of Money/Prop	514,459	17,206	200,000	0	0
Other Revenues	0	449,423	131,000	111,800	111,800
Total Financing	8,077,487	1,860,136	1,724,507	573,860	573,860

PROGRAM DESCRIPTION:

- Laguna Stonelake Community Facilities District (CFD) is located within Sacramento County, southeast of the Interstate 5 and the Elk Grove Boulevard interchange. The project includes 453 developable acres; the southern 1,400 acres of the site are proposed to be a wetland preservation and/or mitigation area.
- Public improvements for this District are primarily financed through the issuance of Mello-Roos special tax bonds. The debt service on these bonds is paid with an elector approved annual levy of a special tax within the district boundaries that is subject to the maximum authorized tax rates. The entire tax bond proceeds received are deposited with the Sacramento County Department of Finance and are drawn upon as infrastructure and facility construction progresses.

MISSION:

To provide, in a timely fashion, portions of the public infrastructure and public facilities necessary for the Laguna Stonelake area to urbanize. This includes construction of roadway, drainage, sewer, water, library, park and fire facilities.

GOALS:

- Finalize all reimbursement agreements for construction and begin the administrative phase of the District.
- Ensure that necessary financing is available when needed for planned projects. This includes provisions for and documentation of reimbursement payments to private developers for infrastructure work performed at the developers' initial expense.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Over \$1.2 million in bond proceeds were reimbursed to the developer for the facilities constructed and funded by the District.

SIGNIFICANT CHANGES FOR 2003-04:

- Due to completion of the infrastructure (i.e. detention basin), the developer will receive the final reimbursement payment utilizing funding from the District's reserve and fund balance.
- A decrease in expenditures of \$1,150,647 is anticipated due to project completion.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Construction** **\$-0-**
Bond proceeds financed the formation of this district and are the primary financing source for the construction of future infrastructure projects scheduled in the Laguna Stonelake CFD Financing Plan. Residual bond proceeds remaining after the first year obligations were met were placed in the Reserve for Construction. These reserves are drawn upon each fiscal year when the combination of available fund balance and anticipated revenues are insufficient to fund current year construction. These reserves are added to when the combination of available fund balance and anticipated revenues exceed the amount required to fund current year construction. The reserve reflects a release of \$104,478 bringing the balance to \$-0-. This is due to the funds being made available for final payment to the developer.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Laguna Stonelake Development Fee
1301000

FUND: LAGUNA STONELAKE CFD-DEV FEES
130B

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	29,041	40,289	124,692	192,646	192,646
Other Charges	0	0	388,550	478,923	478,923
Total Finance Uses	29,041	40,289	513,242	671,569	671,569
Means of Financing					
Fund Balance	169,321	331,745	331,745	523,359	523,359
Use Of Money/Prop	8,107	9,169	0	0	0
Charges for Service	183,357	222,733	181,497	148,210	148,210
Total Financing	360,785	563,647	513,242	671,569	671,569

PROGRAM DESCRIPTION:

- The Laguna Stonelake Development Fee District is located within Sacramento County, southeast of the Interstate 5 and Elk Grove Boulevard interchange. The project includes 453 developable acres; the southern 1,400 acres of the site are proposed to be wetland preservation and/or mitigation area.
- This District is primarily financed through a development impact fee program.
- Timing of infrastructure development may differ from the original Capital Improvement Program due to fluctuations in development activity; thus, deviating from the original forecast. This can result in significant under expenditures of annual appropriated project costs and under collection of budgeted revenues.

MISSION:

To provide, in a timely manner, portions of the major public infrastructure and public facilities necessary to serve the Laguna Stonelake area, including roadways, parks and fire facilities.

GOALS:

- Complete construction on Elk Grove Boulevard east of Laguna Stonelake to the railroad.
- Ensure that necessary financing is available for planned projects by utilizing District funding from the issuance of development impact fees.
- Work collaboratively with County departments and non-County agencies on project activities including infrastructure project design and construction, environmental impact matters, cost sharing agreements, contributions and reimbursements, and land use impacts.

SIGNIFICANT CHANGES FOR 2003-04:

- Construction along Elk Grove Boulevard is scheduled for completion. The developer will receive reimbursement upon County acceptance of the project.
- An increase in expenditures of \$158,327 is anticipated due to payment of reimbursement agreements for roadway projects.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Mather Landscape Maint CFD
1320000

FUND: MATHER LANDSCAPE MAINT CFD
132A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	37,294	69,801	146,291	99,247	99,247
Other Charges	579	560	1,000	1,000	1,000
Total Finance Uses	37,873	70,361	147,291	100,247	100,247
Reserve Provision	72,502	0	0	44,257	44,257
Total Requirements	110,375	70,361	147,291	144,504	144,504
Means of Financing					
Fund Balance	61,502	37,542	37,542	56,238	56,238
Reserve Release	0	849	849	0	0
Use Of Money/Prop	3,279	2,356	100	100	100
Charges for Service	83,136	85,853	108,800	88,166	88,166
Total Financing	147,917	126,600	147,291	144,504	144,504

PROGRAM DESCRIPTION:

- Mather Landscape Maintenance Community Facilities District (CFD) is located within the south area of the Mather Field Redevelopment Area in a single-family residential area known as Independence at Mather.
- This District is primarily financed by service charges that appear as direct levies on the tax bills of all properties within the boundaries of the Mather Landscape Maintenance CFD except those exempt by statute.

MISSION:

To provide funding for the landscape maintenance and installation services associated with the Independence at Mather residential subdivision. This includes the installation, maintenance, repair and/or replacement of landscape facilities, the creation and maintenance of a firebreak area primarily at the boundaries of the CFD, and the maintenance of signing, pavement, striping and shoulders of a bike and pedestrian trail in the parkway/open space corridors.

GOALS:

- Complete the design of the bike trail improvement that extends to the Independence at Mather subdivision.
- Ensure that special district funding is available for planned maintenance and replacement.
- Coordinate with county departments to provide for landscape maintenance and other services needed by the District.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The District used the County Parks and Recreation Department staff for maintenance services rather than contracting with outside vendors.
- County Parks and Recreation agreed to provide the design for bike trail improvements within the District.

SIGNIFICANT CHANGES FOR 2003-04:

- The design work for the Mather bike trail is scheduled for completion.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Bike Trail Repair/Replacement** **\$78,010**
Assessment revenues finance the future estimated cost of repairing and replacing bike trail facilities. This reserve reflects an increase of \$43,408.
- **Reserve for Operating Capital** **\$40,000**
Assessment revenues finance the cost of administering this District. This reserve reflects an increase of \$849.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Mather PFFP
1360000

FUND: MATHER PFFP
136A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	0	24,988	224,522	401,594	401,594
Other Charges	0	397,235	3,506,246	2,814,738	2,814,738
Total Finance Uses	0	422,223	3,730,768	3,216,332	3,216,332
Means of Financing					
Fund Balance	0	2,213,033	2,213,033	2,156,332	2,156,332
Use Of Money/Prop	0	179,002	100,000	30,000	30,000
Charges for Service	0	186,505	1,417,735	1,030,000	1,030,000
Other Revenues	0	15	0	0	0
Total Financing	0	2,578,555	3,730,768	3,216,332	3,216,332

PROGRAM DESCRIPTION:

- Mather Public Facilities Financing Plan (PFFP) is located within Sacramento County at the former Mather Air Force Base, which was officially closed in September 1993.
- This District is primarily financed through a development impact fee program.
- Timing of infrastructure development may differ from the original Capital Improvement Program due to fluctuations in development activity; thus, deviating from the original forecast. This can result in significant under expenditures of annual appropriated project costs and under collection of budgeted revenues.

MISSION:

To provide, in a timely fashion, portions of the major public infrastructure roadway facilities necessary for the Mather area to develop.

GOALS:

- Ensure that special district funding is available for planned projects.
- Coordinate with other county departments and non-county agencies for project support involving infrastructure project design and construction, environmental impact matters, cost sharing agreements, contributions and reimbursements, and land use impacts to the District.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- This was Mather PFFP's first complete year with a formal budget.
- Mather PFFP was established for the purpose of collecting fees for funding the cost of public facilities within the Mather Field PFFP area.
- A decrease in expenditures of \$514,436 was due to fewer reimbursement payments and a reduction in contributions to other agencies.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Park Meadows CFD-Bond Proceeds
1310000

FUND: PARK MEADOWS CFD-BOND PROCEEDS
131A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	14,790	44,792	131,962	215,157	215,157
Total Finance Uses	14,790	44,792	131,962	215,157	215,157
Means of Financing					
Fund Balance	90,431	78,329	78,329	159,159	159,159
Use Of Money/Prop	1,640	1,073	0	0	0
Other Revenues	1,047	124,549	53,633	55,998	55,998
Total Financing	93,118	203,951	131,962	215,157	215,157

PROGRAM DESCRIPTION:

- Park Meadows Community Facilities District is located in the southern part of Sacramento County, generally west of State Highway 99 and south of Sheldon Road. It is an approximately 97 acre project known as Park Meadows North and Park Meadows South.
- Public improvements are primarily financed through the issuance of Mello-Roos special tax bonds. The debt service on these bonds is paid with an elector approved annual levy of a special tax within the District boundaries that is subject to the maximum authorized tax rates. All tax bond proceeds are deposited with the Sacramento County Department of Finance and are drawn upon as infrastructure and facility construction progresses.
- Project construction and developer reimbursement were complete in Fiscal Year 2000-01.

MISSION:

To provide, in a timely manner, the necessary acquisition and construction of West Stockton Boulevard and some related water and drainage improvements from Dunisch Road to Lewis Stein Road.

GOALS:

- Continue to provide ongoing district administration until the Mello-Roos special tax bonds are retired.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 2820000 Public Works-Countywide

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Property Management
FUND: GENERAL

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	18,408	18,456	18,500	20,100	20,100
NET TOTAL	18,408	18,456	18,500	20,100	20,100
Prior Yr Carryover Revenues	468 0	192 0	192 0	44 3,754	44 3,754
NET COST	17,940	18,264	18,308	16,302	16,302

PROGRAM DESCRIPTION:

- This budget unit provides financing for the Veterans Services Meeting Hall on Stockton Boulevard and is financed entirely from the General Fund. The Veterans' Affiliated Council, which consists of approximately 50 Veterans' organizations, utilizes this facility.

MISSION:

To support discretionary countywide programs requested by the Sacramento County Board of Supervisors, the County Executive, or mandated by special ordinance or agreement that will better serve the community.

GOAL:

- Provide annual financing for the Veterans' Services Meeting Hall lease given continuing program reductions in the General Fund for Fiscal Year 2003-04.

SIGNIFICANT CHANGES FOR 2003-04:

- A reduction in General Fund financing for this program is the result of budgetary cuts to discretionary programs in a declining economy. Consequently, discussions will occur regarding additional revenue sources and lease terms.

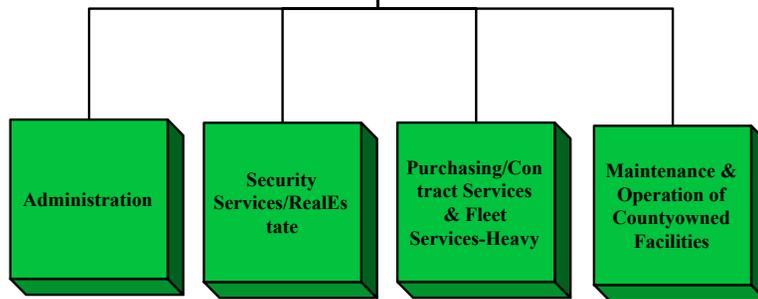
2003-04 PROGRAM INFORMATION

Budget Unit: 2820000 Public Works - Countywide Agency: Public Works

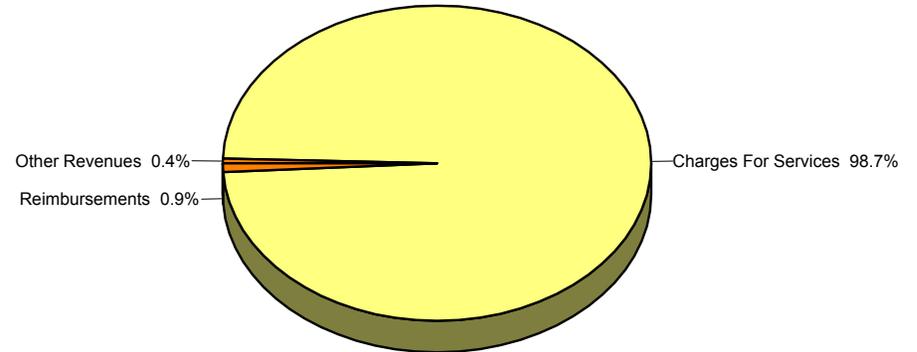
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
001	Property Management	20,100	0	3,754	44	16,302	0.0	0
Program Description: Property Management for Veterans Meeting Hall								
Countywide Priority: 3 Quality of Life								
Agency Priority: 01 PW Subsidies for Paratransit and Veteran's facilities								
Anticipated Results: Leased facility to accommodate 100% of the meeting and storage needs for the local Veteran's Affiliated Council (approximately 50 Veteran's organizations).								
TOTAL:		20,100	0	3,754	44	16,302	0.0	0

Departmental Structure

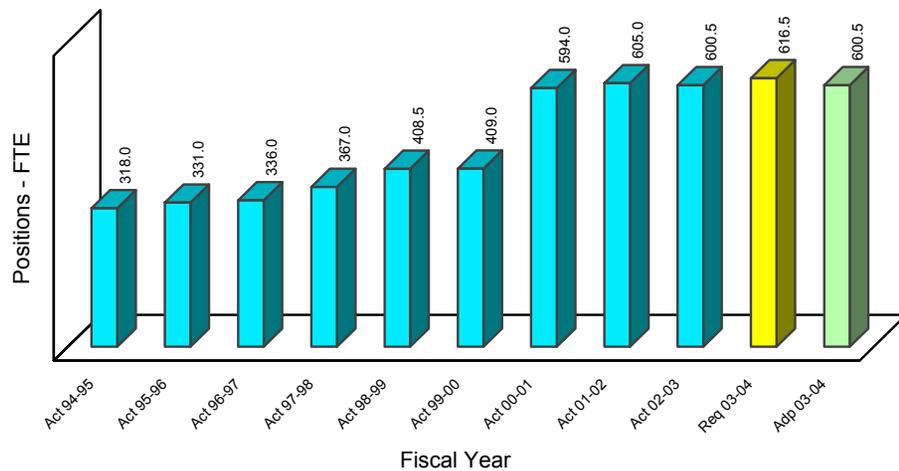
JOHN NEWTON, Director



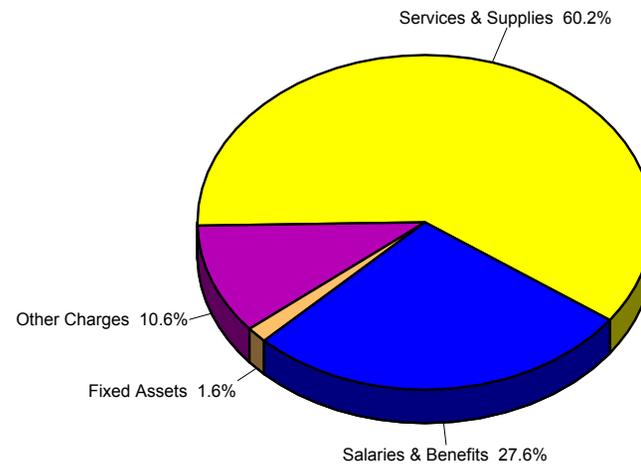
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)
SCHEDULE 10 - OPERATIONS OF
INTERNAL SERVICE FUND
FISCAL YEAR 2003-04

Public Works Agency/General Services
7000000/2070000

FUNCTION: General

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
OPERATING INCOME					
Charges for Services	125,399,824	133,301,521	137,255,183	148,440,529	146,766,392
Other Income	1,190	1,073	0	0	0
TOTAL	125,401,014	133,302,594	137,255,183	148,440,529	146,766,392
OPERATING EXPENSES					
Salaries/Benefits	34,293,321	37,374,916	39,118,677	42,641,709	41,517,572
Services & Supplies	71,651,039	74,674,749	76,882,908	83,518,746	82,968,746
Other Charges	3,018,245	3,833,600	4,378,825	3,051,299	3,051,299
Depreciation/Amort	11,504,146	10,792,939	10,008,490	10,461,930	10,461,930
Interfund Chgs/Reimb	-1,273,392	-1,216,153	-1,347,356	-1,272,269	-1,272,269
Intrafund Chgs/Reimb	9,362	13,283	0	0	0
Costs of Goods Sold	5,406,754	6,837,564	5,500,000	7,430,000	7,430,000
Total Oper. Expenses	124,609,475	132,310,898	134,541,544	145,831,415	144,157,278
Net Op. Income(Loss)	791,539	991,696	2,713,639	2,609,114	2,609,114
NONOPERATING INCOME (EXPENSES)					
Interest Income	685	60	0	0	0
Interest Expense	-1,253,234	-1,514,458	-1,756,194	-1,761,731	-1,761,731
Debt Retirement	-334,856	-537,253	-719,445	-719,445	-719,445
Improvements	-10,370	0	0	0	0
Equipment	-341,214	-46,866	-238,000	-127,938	-127,938
Gain/Loss of Sale	1,209,649	1,232,429	0	0	0
Income - Other	2,969,531	2,246,050	0	0	0
Total Net Nonoper. Income (Loss)	2,240,191	1,379,962	-2,713,639	-2,609,114	-2,609,114
NET INCOME (LOSS)	3,031,730	2,371,658	0	0	0
Memo Only:					
CAPITAL REPLACEMENT AND ACQUISITION					
Miscellaneous Revenues	-412,523	-1,800,187	-590,000	-650,000	-650,000
Other Equipment	4,456,030	3,589,944	2,829,000	2,222,000	2,222,000
Other Expenses	76,342	368,222	2,121	4,234	4,234
TOTAL	4,119,849	2,157,979	2,241,121	1,576,234	1,576,234
RESERVES AT YEAR END					
Reserve for Replacement				4,987,520	4,987,520
Positions	605.0	600.5	598.0	616.5	600.5

PROGRAM DESCRIPTION:

- The Board of Supervisors created the Department of General Services to provide many of the essential centralized services that county departments require ensuring that their daily operations can be accomplished and their missions achieved. Centralized provision of these services provides the framework for a quality driven organization, more accurate reporting of diverse activities, and maintains the clear identity and integrity of the separate funds that finance department activities.
- The Department of General Services is comprised of the following three groups:
 - **The Business Services Support Group:** Provides support services to county agencies and departments. The Contract and Purchasing Services Division provides centralized procurement services, coordinates the procurement card program, and prepares contracts and agreements for construction projects. The Fleet Services Division purchases, rents and maintains light and heavy equipment. The Light Equipment Section provides automotive equipment for all county departments. The Heavy Equipment Section maintains a fleet of construction equipment and other heavy vehicles for county organizations. The Support Services Division provides printing, U.S. mail, inter-office messenger, stores, document scanning, records management, warehousing and surplus property/recycling services.
 - **Facility and Property Services Group:** Provides facility planning and maintenance functions and coordinates construction activity with the Architectural Services Division of the Department of County Engineering and Administration. The group is comprised of eight divisions. The Real Estate Division leases facilities for county organizations, prepares appraisals, negotiates purchase of real estate, and manages the acquisition and disposal of countyowned property. The Energy Management Division implements a proactive program of energy efficiency and conservation from the initial planning stages through construction of all new facilities. The Energy Manager also prepares reports regarding energy conservation and savings and promotes the use of alternative energy. The maintenance and operation of all countyowned facilities is organized into three geographic districts (Airports, Downtown and Bradshaw Regional) to provide integrated services including minor remodeling and repair work. Services are provided by skilled carpenters, painters, plumbers, electricians, stationary engineers, building maintenance workers, and custodial staff. The Security Services Division provides an unarmed security presence for countyowned and some leased facilities. The Capital Construction Fund provides funding for

construction and remodeling of countyowned facilities. The Facility Planning and Management Division manages this fund, serves as the planning hub for all facility decisions within the County, and administers the Computer Assisted Facility Management (CAFM) System. The Parking and Special Projects Division provides parking services to the public, county employees, and other governmental agencies.

- **Administrative Services Group:** Provides administrative support services to the Department. Services provided include accounting, budget and analysis, safety, human resources, training coordination, and information technology.

MISSION:

To provide quality Asset Management and Support Services ensuring the best value for our customers through empowered employees, innovative leadership and professionally delivered services.

GOALS:

- Provide facility and business services at a level required to support the mission of customer departments while reducing costs for General Fund organizations.
- Transition to a centralized departmental safety, training and environmental program to reduce redundancy, ensure consistency, and improve coordination.
- Utilize the succession planning program to prepare department leadership for upcoming management vacancies.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Public Works Warehouse transferred from the Department of County Engineering and Administration to the Department of General Services.
- Cost reductions to the General Fund were provided through the implementation of program reductions including the elimination of positions.

SIGNIFICANT CHANGES FOR 2003-04:

- All phases of the CAFM System will be implemented.
- Further cost reductions to the General Fund will be provided through the implementation of additional service level reductions.

SUMMARY OF POSITIONS

PROGRAM	Internal Services Fund (35)			
	Adopted 2002/03	June 30, 2003	Requested 2003/04	Recommend 2003/04
Director's Office	26.0	29.0	30.0	29.0
Security Services	41.0	51.0	51.0	51.0
Real Estate	27.0	30.0	33.0	30.0
Energy Management	1.0	1.0	1.0	1.0
Purchasing /Contract Svcs	28.5	27.5	27.5	27.5
Support Services	43.0	43.0	43.0	43.0
Fleet Services - Light	46.0	46.0	46.0	46.0
Fleet Services - Heavy	110.0	111.0	115.0	111.0
Bradshaw District	119.0	125.0	132.0	125.0
Downtown District	107.5	87.0	87.0	87.0
Airport District	49.0	50.0	51.0	50.0
Total	598.0	600.5	616.5	600.5

SUPPLEMENTAL INFORMATION:

The following table details the capital outlay for additional and replacement heavy equipment and the additional light equipment recommended for Fiscal Year 2003-04.

SUMMARY OF CAPITAL OUTLAY
Heavy Equipment

Class	Description	Approved Number	Approved Amount
Class 158	Bus, 20-40 Passenger	3	\$255,000
Class 165	1 1/2 Ton W/Service Body	6	\$480,000
Class 171	5-6 yd 2-axle Dump	1	\$66,000
Class 212	Trailer, Rodder	1	\$8,000
Class 225	Trailer, Concrete Saw	1	\$40,000
Class 292	Step Van	1	\$32,000
	LNG Fuel Liquification Plant	1	\$400,000
Recommended Budget Total		14	\$1,281,000

ADDITIONAL VEHICLES
Fiscal Year 2003-04

DEPARTMENT				
Class	Description	Sheriff	Public Works	Class Totals
Class 107	1/2 Ton Compact Pick-up	1		1
Class 122	Sheriff's Patrol Car	2		2
Class 124	Undercover Car	5		5
Class 135	3/4 Ton Truck		1	1
Class 150	Mini-van	1		1
Department Totals		9	1	10
Home Retention		4	0	4
		Total		
Purchase Cost		\$ 261,000	\$ 20,000	\$ 281,000
Annual Cost		\$ 74,214	\$ 11,379	\$ 85,593
Total Cost		\$ 335,214	\$ 31,379	\$ 366,593

ADDITIONAL VEHICLES

Additional vehicles are financed through the Fixed Asset Acquisition Fund. The acquisition costs are recovered over the depreciated life of the vehicle through the vehicle use charge. Operating costs are also recovered through the vehicle use charge and vary with the vehicle class.

The table above details the additional vehicles requested for acquisition during Fiscal Year 2003-04. The table provides the vehicle classes, vehicles intended for home retention and the one-time acquisition and annual operating costs. The information is provided by department.

2003-04 PROGRAM INFORMATION

Budget Unit: 7000000 General Services

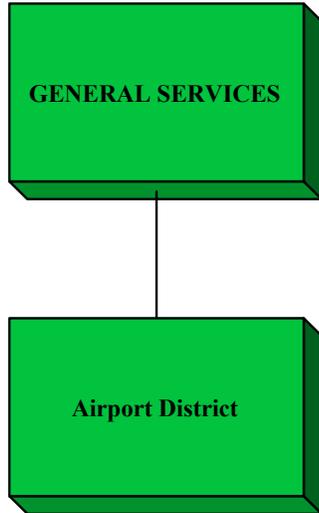
Agency: Public Works

Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: SELF-SUPPORTING						
001-A	Dept. Administration	3,289,347	2,049,340	1,240,007	0	0	29.0	1
Program Description: Plans, directs & controls activities for the dept.								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Provide quality and timely administrative support to Department. Requests and questions will be answered, processed, or receive an initial response within 24 hours.								
001-B	Contract Mgt Svcs	1,121,042	36,269	1,084,773	0	0	8.5	0
Program Description: Contract services for various county customers								
Countywide Priority: 4 General Government								
Anticipated Results: Provide the Public Works Agency with timely, quality contracting services with respect to construction contracts and construction-related agreement production. Completion of requested agreement documents within customers' needed timeframes.								
002-A	GS-Bradshaw District	14,644,899	412,086	14,232,813	0	0	125.0	66
Program Description: Operates/maintains all county-owned buildings outside Dwntwn area								
Countywide Priority: 4 General Government								
Anticipated Results: Provide quality facility management ensuring best value for our customer tenants. Customer satisfaction levels above average and 5% increase in completion of preventive maintenance tasks.								
002-B	GS-Downtown District	10,349,354	325,945	10,023,409	0	0	87.0	11
Program Description: Operates/maintains all county-owned buildings inside Dwntwn area								
Countywide Priority: 4 General Government								
Anticipated Results: Provide quality facility management ensuring best value for our customer tenants. Customer satisfaction levels above average and 5% increase in completion of preventive maintenance tasks.								
003	Security	3,709,119	1,400,470	2,308,649	0	0	51.0	3
Program Description: Provides security services for county-owned buildings								
Countywide Priority: 4 General Government								
Anticipated Results: Improved safety of county staff, the public, and the operations of county occupied facilities by providing quality security services. Customer satisfaction levels above average and increased presence/visibility of Security staff.								

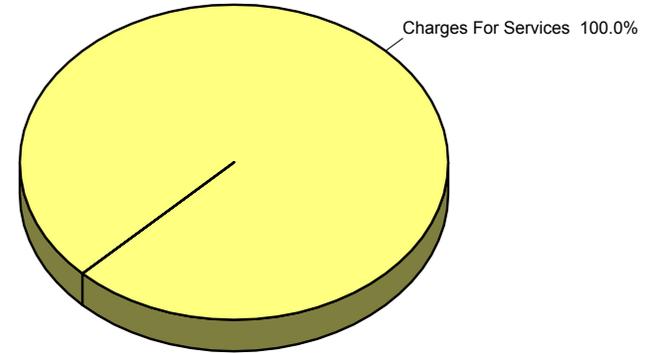
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
004	Energy Management	7,549,203	290,631	7,258,572	0	0	1.0	0
Program Description: Coordinates energy related issues								
Countywide Priority: 4 General Government								
Anticipated Results: Provide coordinated County activities to promote effective energy management and conservation to achieve a high level of energy efficiency in all county facilities. At least 5% annual reduction in energy consumption.								
005	GS-Airport District	6,134,734	0	6,134,734	0	0	50.0	35
Program Description: Provides trades & Stationary Engr services to Airport facilities								
Countywide Priority: 4 General Government								
Anticipated Results: Provide quality facility management ensuring best value for our customer tenants. Customer satisfaction levels above average and 5% increase in completion of preventive maintenance tasks.								
007	Central Purchasing	2,406,372	473,780	1,932,592	0	0	19.0	1
Program Description: Centralized purchasing services for county departments								
Countywide Priority: 4 General Government								
Anticipated Results: Provide centralized purchasing services to achieve best value and customer satisfaction. Customers increase their purchases of recycled content supplies by 20% in 2003-04								
008	Support Services	13,883,143	1,297,951	12,585,192	0	0	43.0	7
Program Description: Printing/stores/mail/messenger/warehouse/surplus property								
Countywide Priority: 4 General Government								
Anticipated Results: Provide timely, cost efficient countywide services such as mail messenger, records management, printing and imaging, and surplus property management. Service activities result in satisfied customers								
009-A	Real Estate	3,743,118	0	3,743,118	0	0	30.0	1
Program Description: Appraisal, acquisition, relocations & admin/fiscal support								
Countywide Priority: 4 General Government								
Anticipated Results: Provide real estate services that achieve customer satisfaction, are professional, timely and cost-effective. Customer satisfaction above average, transaction costs at or below market levels, staff costs at or below outside consultants.								
009-B	Real Estate-Lease Costs	46,981,243	528,000	46,453,243	0	0	0.0	0
Program Description: Reflects lease costs for those county depts in leased facilities								
Countywide Priority: 4 General Government								
Anticipated Results: Provide real estate services that achieve customer satisfaction, are professional, timely and cost-effective. Customer satisfaction above average, transaction costs at or below market levels, staff costs at or below outside consultants.								

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
010	Automotive Services	28,599,227	7,943,540	20,655,687	0	0	46.0	210
Program Description: Maintains county-owned automotive equipment								
Countywide Priority: 4 General Government								
Anticipated Results: Provide quality maintenance and repairs of county-owned light vehicles. Customer satisfaction levels at above average.								
011	Heavy Fleet Services	24,929,187	5,815,584	19,113,603	0	0	111.0	17
Program Description: Operation & maintenance of the heavy equipment rental fleet								
Countywide Priority: 4 General Government								
Anticipated Results: Provide quality maintenance and repairs of heavy equipment. Customer satisfaction levels at above average.								
TOTAL:		167,339,988	20,573,596	146,766,392	0	0	600.5	352

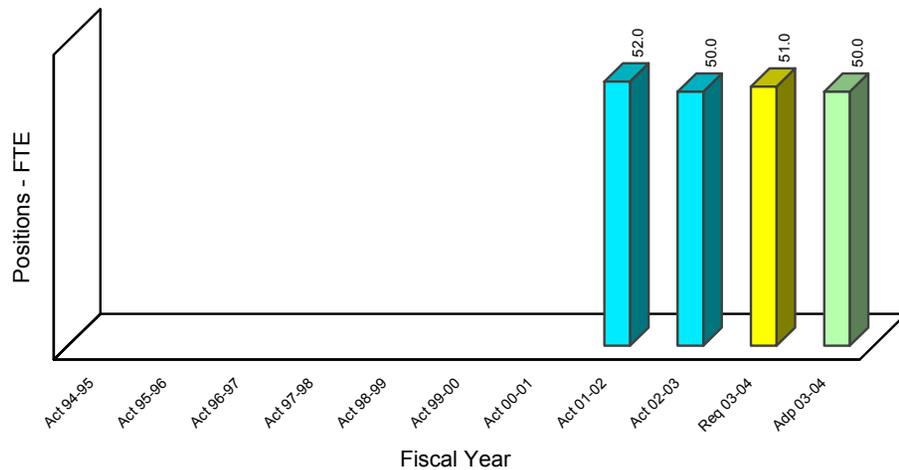
Departmental Structure



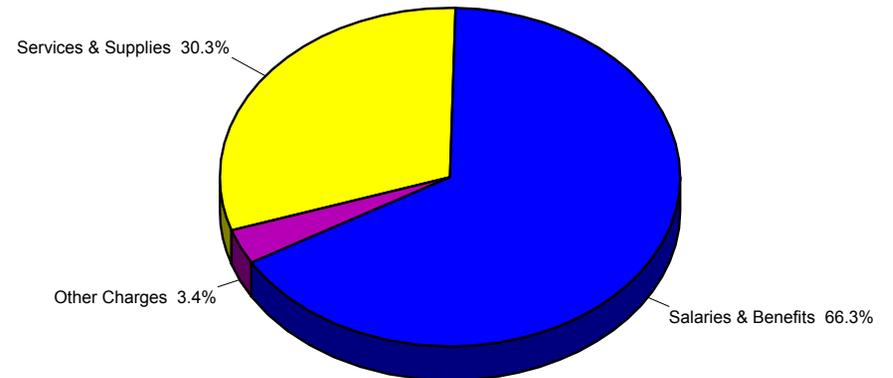
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: BUILDING MAINT AND OPERATIONS-GS
035F

ACTIVITY: Airport District
UNIT: 7007440

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	4,812,383	5,106,082	5,999,431	6,209,909	6,134,734
Total Operating Rev	4,812,383	5,106,082	5,999,431	6,209,909	6,134,734
Salaries/Benefits	3,471,732	3,577,682	3,774,359	4,142,288	4,067,113
Service & Supplies	917,102	840,975	1,313,132	1,150,508	1,150,508
Other Charges	265,928	248,596	266,349	207,009	207,009
Depreciation/Amort	0	0	327	327	327
Intrafund Chgs/Reimb	506,101	560,980	645,264	709,777	709,777
Total Operating Exp	5,160,863	5,228,233	5,999,431	6,209,909	6,134,734
Other Revenues	75	108	0	0	0
Total Nonoperating Rev	75	108	0	0	0
Net Income (Loss)	-348,405	-122,043	0	0	0
Positions	52.0	50.0	49.0	51.0	50.0

PROGRAM DESCRIPTION:

The Airport District of the Department of General Services:

- Maintains approximately 2,150,000 square feet of space and encompasses the following airport facilities throughout the County: Sacramento County International Airport, Executive Airport, Mather Commerce Center, and Franklin Field.
- Provides maintenance and operation needs of the Airports facilities including occasional minor remodeling and repair work.

MISSION:

To provide quality facility support services ensuring the best value for our customers through empowered employees, innovative leadership and professionally delivered services.

GOALS:

- Utilize the Computer Aided Facilities Management System to help minimize the total cost of ownership of the airport facilities.

- Provide assistance with various projects, such as:
 - Piping and installation of new fuel tanks.
 - Lighting and navigational projects at Sacramento International Airport, Executive Airport, and Mather Airport.
- Provide continued and ongoing maintenance of 24 jet bridges to provide round the clock access to flights.

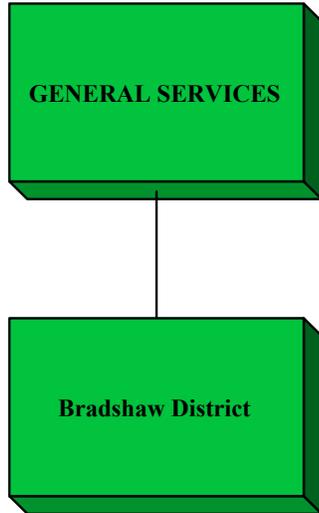
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- A new parking lot at the Executive Airport was constructed in collaboration with the Sacramento County Airport System.
- Construction for a new parking garage at the Sacramento International Airport was initiated.
- Renovation and conversion of the commuter terminal was completed to prepare for international flights.
- Additional security measures were installed. The new measures included x-ray machines and access systems.

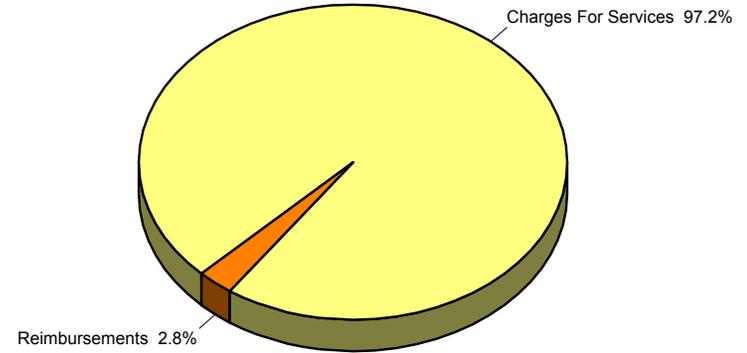
SIGNIFICANT CHANGES FOR 2003-04:

- A 600,000 gallon water tank for fire suppression will be installed.
- The Air Rescue Fire Fighters facility will be remodeled.
- The Airport District will support newly instituted Homeland Security requirements.
- A new baggage belt system is planned for installation.
- The greeting area of the International Arrivals Building will be renovated and expanded.

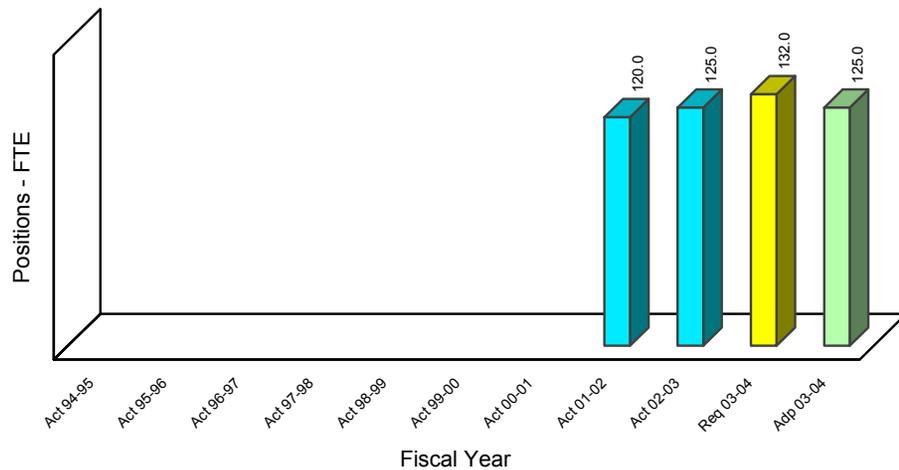
Departmental Structure



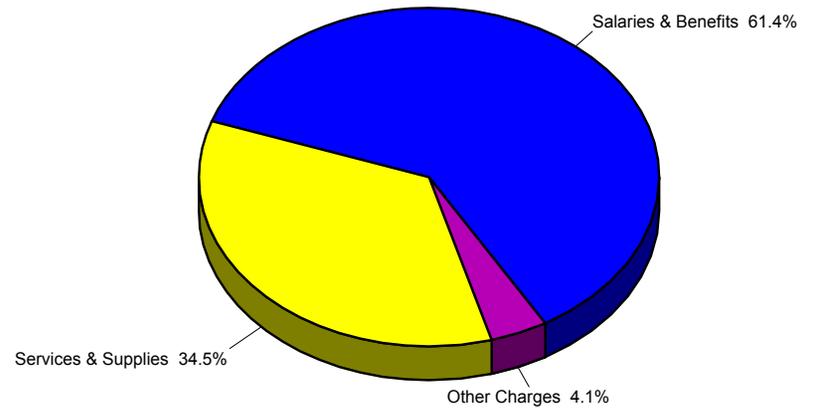
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: BUILDING MAINT AND OPERATIONS-GS
035F

ACTIVITY: Bradshaw District
UNIT: 7007420

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Use Of Money/Prop Charges for Service	206 12,747,715	56 12,079,309	0 13,522,893	0 14,765,167	0 14,232,813
Total Operating Rev	12,747,921	12,079,365	13,522,893	14,765,167	14,232,813
Salaries/Benefits	7,202,817	7,825,088	8,106,163	9,524,928	8,992,574
Service & Supplies	4,237,188	3,727,720	3,736,902	3,460,539	3,460,539
Other Charges	557,440	570,443	575,617	593,322	593,322
Depreciation/Amort	0	0	828	828	828
Intrafund Chgs/Reimb	978,161	978,424	1,103,383	1,185,550	1,185,550
Total Operating Exp	12,975,606	13,101,675	13,522,893	14,765,167	14,232,813
Other Revenues	51,451	1,720	0	0	0
Total Nonoperating Rev	51,451	1,720	0	0	0
Net Income (Loss)	-176,234	-1,020,590	0	0	0
Positions	120.0	125.0	119.0	132.0	125.0

PROGRAM DESCRIPTION:

The Bradshaw District of the Department of General Services:

- Maintains approximately 1,500,000 square feet of space covering all countyowned facilities throughout the County (excluding the Downtown area and Airports).
- Provides for the total maintenance, operation and custodial needs of the facilities including any minor remodeling and repair work.

MISSION:

To provide quality facility support services ensuring the best value for our customers through empowered employees, innovative leadership and professionally delivered services.

GOALS:

- Provide facility services at a level required to support the mission of customer departments while reducing costs for General Fund organizations.
- Utilize the Computer Assisted Facilities Management System to help minimize the total cost of ownership of facilities.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- County custodial services to courts at the Main Courthouse and Carol Miller Justice Center were discontinued.
- Custodial staff displaced by the Courts' shift in service provision were placed in training and development positions.
- The Job Order Contracting Program was implemented which resulted in more efficient and faster delivery of projects and facility maintenance.

SIGNIFICANT CHANGES FOR 2003-04:

- New facilities coming online, including the Primary Care Center, the Valley High North Laguna Library and the Orangevale Library, will be maintained with existing staffing levels.
- The Bradshaw District will reduce costs by implementing the following measures:
 - Reducing service and staff levels.
 - Placing custodians in training and development assignments.
 - Canceling custodial contracts to place county custodians in leased facilities to comply with Charter Section 71J.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: CAPITAL CONSTRUCTION
3100000

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Plant Acquisition
FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR:2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
SUMMARY OF APPROPRIATIONS					
FUND CENTER 3103100 CAPITAL CONSTRUCTION					
Interfund Reimbursement	0	-7,841	0	0	0
Net Total	0	-7,841	0	0	0
FUND CENTER 3103101 BRADSHAW COMPLEX					
Services & Supplies	279,403	5,322,364	4,325,900	275,000	275,000
Improvements	331,638	1,069,900	986,731	0	0
Subtotal	611,041	6,392,264	5,312,631	275,000	275,000
Interfund Reimbursement	0	-1,176,970	0	0	0
Net Total	611,041	5,215,294	5,312,631	275,000	275,000
FUND CENTER 3103102 ADMINISTRATION CENTER					
Services & Supplies	1,330,892	1,104,242	692,000	373,374	373,374
Improvements	393,315	459,186	500,000	150,000	150,000
Equipment	19,029	0	0	0	0
Subtotal	1,743,236	1,563,428	1,192,000	523,374	523,374
FUND CENTER 3103103 COURTHOUSE					
Services & Supplies	375,521	554,769	500,000	500,000	500,000
Improvements	123,899	760,547	500,000	500,000	500,000
Subtotal	499,420	1,315,317	1,000,000	1,000,000	1,000,000
Interfund Reimbursement	-491,837	-37,368	0	0	0
Net Total	7,583	1,277,948	1,000,000	1,000,000	1,000,000
FUND CENTER 3103104 NEW JUVENILE COURTHOUSE					
Services & Supplies	0	2,386,493	410,950	200,000	200,000
Other Charges	0	450	0	0	0
Improvements	0	554,942	10,920,210	0	0
Subtotal	0	2,941,884	11,331,160	200,000	200,000
Interfund Reimbursement	0	-3,053,010	0	0	0
Net Total	0	-111,126	11,331,160	200,000	200,000

COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

UNIT: CAPITAL CONSTRUCTION
 3100000

CLASSIFICATION
 FUNCTION: GENERAL
 ACTIVITY: Plant Acquisition
 FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
FUND CENTER 3103105					
CAROL MILLER JUSTICE CENTER					
Services & Supplies	1,438	22,337	29,000	29,000	29,000
Improvements	36,705	10,054	70,000	15,000	15,000
Subtotal	38,143	32,391	99,000	44,000	44,000
Interfund Reimbursement	-37,368	37,368	0	0	0
Net Total	775	69,759	99,000	44,000	44,000
FUND CENTER 3103108					
PRELIMINARY PLANNING					
Services & Supplies	6,288,135	2,402,321	1,239,420	1,515,134	1,515,134
Other Charges	55,437	56,388	20,000	30,000	30,000
Improvements	582,363	299,795	200,000	100,000	100,000
Interfund Charges	2,929,463	12,528	0	0	0
Subtotal	9,855,398	2,771,032	1,459,420	1,645,134	1,645,134
Interfund Reimbursement	-521,801	-3,507,061	0	0	0
Net Total	9,333,597	-736,029	1,459,420	1,645,134	1,645,134
FUND CENTER 3103109					
901 G ST. BLDG (OB#2)					
Services & Supplies	28,541	1,505	100,000	10,000	10,000
Improvements	44,484	7,069	100,000	10,000	10,000
Subtotal	73,025	8,574	200,000	20,000	20,000
FUND CENTER 3103110					
MAINTENANCE YARD					
Services & Supplies	8,071	4,823	10,000	5,500	5,500
Improvements	30,340	462	20,000	500	500
Subtotal	38,411	5,286	30,000	6,000	6,000
FUND CENTER 3103111					
MISC ALTERATIONS & IMPROVEMENTS					
Services & Supplies	1,981,611	639,132	497,345	317,430	317,430
Other Charges	3,246	7,621	0	0	0
Improvements	363,772	348,121	700,000	200,000	200,000
Subtotal	2,348,629	994,874	1,197,345	517,430	517,430

COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

UNIT: CAPITAL CONSTRUCTION
 3100000

CLASSIFICATION
 FUNCTION: GENERAL
 ACTIVITY: Plant Acquisition
 FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
FUND CENTER 3103112					
BRADSHAW ADMINISTRATION					
BLDG. (OB #3)					
Services & Supplies	67,613	329,138	60,000	40,000	40,000
Improvements	53,025	508,605	100,000	40,000	40,000
Subtotal	120,638	837,743	160,000	80,000	80,000
FUND CENTER 3103113					
CLERK-RECORDER BUILDING					
Services & Supplies	128,911	4,145	20,000	20,000	20,000
Improvements	19,581	105,932	50,000	5,000	5,000
Subtotal	148,492	110,077	70,000	25,000	25,000
FUND CENTER 3103114					
799 G STREET BUILDING					
Services & Supplies	96,329	96,127	100,000	30,000	30,000
Improvements	102,710	53,586	100,000	10,000	10,000
Subtotal	199,039	149,713	200,000	40,000	40,000
FUND CENTER 3103124					
GENERAL SERVICES FACILITY					
Services & Supplies	72,407	313,015	60,000	30,000	30,000
Improvements	5,306	63,955	10,000	10,000	10,000
Equipment	0	18,161	0	0	0
Subtotal	77,713	395,132	70,000	40,000	40,000
FUND CENTER 3103125					
PROBATION					
JUVENILE CENTER					
Services & Supplies	2,018,513	3,208,592	3,136,900	2,432,011	2,432,011
Other Charges	0	450	0	0	0
Improvements	136,101	2,802,818	6,862,799	13,293,060	13,293,060
Subtotal	2,154,614	6,011,860	9,999,699	15,725,072	15,725,072
Interfund Reimbursement	-2,335,717	-5,583,702	-6,300,000	-15,645,404	-15,645,404
Net Total	-181,103	428,157	3,699,699	79,667	79,667
FUND CENTER 3103127					
BOYS RANCH					
Services & Supplies	538,091	865,443	1,006,050	200,000	200,000
Improvements	188,340	2,496,110	600,000	300,000	300,000
Subtotal	726,431	3,361,553	1,606,050	500,000	500,000
Interfund Reimbursement	0	-3,122,926	0	-500,000	-500,000
Net Total	726,431	238,626	1,606,050	0	0

COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

UNIT: CAPITAL CONSTRUCTION
 3100000

CLASSIFICATION
 FUNCTION: GENERAL
 ACTIVITY: Plant Acquisitor
 FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
FUND CENTER 3103128					
RCCC					
Services & Supplies	807,217	419,484	700,000	200,000	200,000
Improvements	862,582	439,559	1,200,000	100,000	100,000
Subtotal	1,669,799	859,043	1,900,000	300,000	300,000
FUND CENTER 3103130					
WORK RELEASE FACILITY					
Services & Supplies	12,818	60,475	20,000	5,000	5,000
Improvements	73,661	3,342	0	1,500	1,500
Subtotal	86,479	63,817	20,000	6,500	6,500
FUND CENTER 3103131					
SHERIFF'S ADMIN BLDG					
Services & Supplies	4,571	6,581	95,000	25,000	25,000
Improvements	7,951	0	120,000	10,000	10,000
Subtotal	12,522	6,581	215,000	35,000	35,000
FUND CENTER 3103132					
LORENZO E. PATINO HALL OF JUSTICE					
Services & Supplies	422,081	356,936	450,000	260,000	260,000
Improvements	600,844	593,516	1,000,000	200,000	200,000
Interfund Charges	4,200	0	0	0	0
Subtotal	1,027,125	950,452	1,450,000	460,000	460,000
FUND CENTER 3103133					
SHERIFF-NORTH AREA SUBSTATION					
Services & Supplies	0	2,567	0	8,000	8,000
Improvements	5,101	0	20,000	2,000	2,000
Subtotal	5,101	2,567	20,000	10,000	10,000
FUND CENTER 3103134					
SHERIFF-SOUTH AREA SUBSTATION					
Services & Supplies	9,956	4,042	20,000	8,000	8,000
Improvements	1,788	1,615	10,000	2,000	2,000
Subtotal	11,744	5,658	30,000	10,000	10,000

COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

UNIT: CAPITAL CONSTRUCTION
 3100000

CLASSIFICATION
 FUNCTION: GENERAL
 ACTIVITY: Plant Acquisitor
 FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
FUND CENTER 3103137					
CORONER/CRIME LABORATORY					
Services & Supplies	127,986	295,816	250,000	50,000	50,000
Improvements	0	26,733	50,000	50,000	50,000
Subtotal	127,986	322,549	300,000	100,000	100,000
FUND CENTER 3103160					
SACRAMENTO MENTAL HEALTH FACILITY					
Services & Supplies	147,930	88,545	115,000	10,000	10,000
Improvements	84,098	241,076	100,000	10,000	10,000
Subtotal	232,028	329,620	215,000	20,000	20,000
FUND CENTER 3103162					
PRIMARY CARE CENTER					
Improvements	0	0	0	30,500,000	30,500,000
Subtotal	0	0	0	30,500,000	30,500,000
Interfund Reimbursement	0	0	0	-30,500,000	-30,500,000
Net Total	0	0	0	0	0
FUND CENTER 3103170					
LA SIERRA COMMUNITY CENTER					
Improvements	0	19,660	30,000	30,000	30,000
Subtotal	0	19,660	30,000	30,000	30,000
FUND CENTER 3103198					
TRANSFER/REIMB-007A					
Interfund Charges	5,198,385	5,989,043	3,829,226	1,819,317	1,819,317
Subtotal	5,198,385	5,989,043	3,829,226	1,819,317	1,819,317
FUND CENTER 3103199					
WATER QUALITY					
Improvements	249	159,549	0	0	0
Subtotal	249	159,549	0	0	0

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: CAPITAL CONSTRUCTION
3100000

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Plant Acquisition
FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR:2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
FUND CENTER 3106382					
LIBRARY MISC PROJECT					
Services & Supplies	181,339	441,955	1,150,000	1,500,000	1,500,000
Other Charges	450	0	0	0	0
Improvements	3,080	204,249	485,000	6,000,000	6,000,000
Subtotal	184,869	646,204	1,635,000	7,500,000	7,500,000
Interfund Reimbursement	-914,809	-264,413	0	-5,200,000	-5,200,000
Net Total	-729,940	381,791	1,635,000	2,300,000	2,300,000

APPROPRIATIONS FOR CONTINGENCIES	0	0	1,000,000	1,000,000	1,000,000

GRAND TOTAL COUNTY BUILDING CONSTRUCTION	22,888,986	19,529,946	38,271,531	10,586,422	10,586,422

TOTAL DEPARTMENTAL FINANCING	22,888,986	19,609,842	38,271,531	10,586,422	10,586,422

PROGRAM DESCRIPTION:

The Facility Planning and Management Division of the Department of General Services manages the Capital Construction Fund:

- This budget provides for major construction projects which are a part of the long-range Capital Improvement Program, as well as minor alterations, improvements, and major equipment replacement in countyowned facilities.
- As a result of the county's financial limitations and commitments to approved major projects now being planned and/or under construction, the recommendations for additional Capital Construction projects are limited to those which are required because of health, safety, security, or severe operational problems.

MISSION:

To provide proactive long-range facility management planning including meeting the space needs of county departments.

GOALS:

- Complete implementation of the Computer Assisted Facilities Management (CAFM) System, a comprehensive facility preventive maintenance program.
- Provide funding and management for approved major projects underway and construction projects required due to health, safety, security, or severe operational problems.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Implementation of the Space Planning module of the CAFM System was initiated.
- The Visitor Center and the remodel of the technology shop at the Boys Ranch facility were completed.
- Construction of the Warren E. Thornton expansion was initiated.
- The parking lot at Branch Center was expanded.
- The design for the Animal Care facility was initiated.

SIGNIFICANT CHANGES FOR 2003-04:

- The CAFM System Space Planning module implementation will be completed.
- An assessment for compliance with the Americans with Disability Act (ADA) will be completed for all county facilities.
- Several construction projects will begin.
 - Juvenile Hall expansion.
 - Rio Linda and Carmichael Libraries.
 - A new Animal Care facility.

ESIMATED FINANCING:

The estimated financing for the Capital Construction Fund budget is:

<u>Source</u>	<u>Amount</u>
Available Fund Balance of Appropriation	(\$40,236,851)
County Facility Use Allowance Charges	9,004,189
Interest Income	75,000
Grant Revenues-State Board of Corrections	3,479,668
Courthouse Temporary Construction Fund	1,800,000
Criminal Justice Facility Temporary Construction Fund	1,800,000
City of Sacramento rent for Bank of America Building	900,792
Miscellaneous Revenue-Grant for Coroner Crime Lab	1,250,000
Library Construction/Sacramento Housing and Redevelopment Agency (SHRA) Grants	2,500,000
Miscellaneous Revenue-Sale of Surplus Herman Miller	20,000
Miscellaneous Revenue-Revenue Leases	194,248
Miscellaneous Revenue-2003 Public Building Facilities	2,649,376
Miscellaneous Revenue-2003 Certificates Of Participation	<u>27,150,000</u>
TOTAL	\$10,586,422

Included in the appropriations for existing facility budgets is an amount which provides for unanticipated miscellaneous projects that are required to solve

health, safety, or severe operational problems. Experience has shown that throughout the year these small projects must be completed without the delay of processing through the normal budget cycle. By taking care of these emergency projects as the needs arise, unsafe and inefficient conditions are promptly corrected.

Funding levels are also included for contingencies. The funds for contingencies are used to fund large construction or design projects at the direction of the Board of Supervisors, or to fund large unexpected cost escalations or contractor claims on a project.

The recommended funding identified for Preliminary Planning includes an appropriation to complete implementation of the CAFM System. The first two phases of CAFM have been implemented. When implementation is complete, CAFM will allow integrated management of all County Capital Assets, through an interface with the county's financial system, COMPASS.

Following is a partial list of significant projects included in the Final Capital Construction Fund budget:

- Design and construction of the Animal Care project.
- Complete the purchase for the Primary Care Facility.
- Construction of the new Juvenile Court Facility.
- Design and construction of major infrastructure renovation including a 90-bed expansion and control system at Juvenile Hall.
- Completion of space for 60 additional beds and expansion of the gymnasium at Warren E. Thornton Youth Center.
- Complete implementation of the CAFM system.

The projects included in the final budget are:

Fund Center 3103101-Bradshaw Complex -- \$275,000. This appropriation provides for additional minor modifications; continuing the Roof Maintenance Program; fencing and paving the Motor Pool area; and miscellaneous alterations at the Bradshaw Complex.

Fund Center 3103102-Administration Center -- \$523,374. This appropriation provides for continued remodeling of various areas for more functional use of space in the Administration Building; carpet replacement in various areas where it has become a hazard; roof repair; continued boiler/chiller repair and renovation; and miscellaneous alterations in the Administration Center.

Fund Center 3103103-Courthouse -- \$1,000,000. This appropriation provides for carpet replacement in various areas where it has become a hazard; continued work to resolve jury overcrowding; reupholster/repair jury and public courtroom seating; renovate the inmate elevator; various improvements to correct health, security, and safety issues; and miscellaneous alterations in the Courthouse.

Fund Center 3103104-New Juvenile Courthouse -- \$200,000. This appropriation provides for the construction of the new Juvenile Courthouse facility. The actual amount is significantly higher but is encumbered in contract amounts that will roll forward from Fiscal Year 2002-03.

Fund Center 3103105-Carol Miller Justice Center -- \$44,000. This appropriation provides for various remodeling and miscellaneous improvements for the facility.

Fund Center 3103108-Preliminary Planning -- \$1,645,134. This appropriation provides for estimating the costs of projects necessary in all County facilities to comply with the ADA; the Comprehensive Master Plan; the design for the parking lot maintenance program; consultant costs for the long term adult correctional feasibility study; administrative costs for the Capital Construction Fund; implementing the CAFM System; and miscellaneous planning efforts.

Fund Center 3103109-901 G Street Building (OB#2) -- \$20,000. This appropriation provides for miscellaneous alterations.

Fund Center 3103110-Maintenance Yard -- \$6,000. This appropriation provides miscellaneous alterations and improvements.

Fund Center 3103111-Miscellaneous Alterations and Improvements -- \$517,430. This appropriation provides for the following projects:

<u>Requesting Dept.</u>	<u>Project Description and Justification</u>	<u>Cost Estimate</u>
Public Works	Survey and remedial work associated with asbestos in county facilities.	\$150,000
Public Works	Provide for ongoing testing of underground tanks under county ownership in accordance with State law.	15,000
Public Works	Provide for the cost associated with warranty inspections on new construction and remodel projects.	20,000
Capital Construction & Facility Planning and Management	Continued review of countywide security	200,000
Capital Construction & Facility Planning and Management	Miscellaneous minor building and emergency projects	132,430
Total for Budget Unit 3103111		\$517,430

Fund Center 3103112-Bradshaw Administration Building (OB#3)- \$80,000. -- This appropriation provides for ADA modifications to restrooms/path of travel; and miscellaneous alterations and improvements to accommodate large staff relocations.

Fund Center 3103113-Spink Building -- \$25,000. This appropriation provides for miscellaneous improvements for the Spink Building.

Fund Center 3103114-Eighth and G Street Office Building -- \$40,000. This appropriation provides for miscellaneous improvements.

Fund Center 3103124-General Services Facility -- \$40,000. This appropriation provides for miscellaneous alterations and improvements to address safety issues.

Fund Center 3103125-B. T. Collins Juvenile Center -- \$79,667. This appropriation provides for the commencement of the Juvenile Hall infrastructure/security project; the Warren E. Thornton 60 Bed expansion project; and miscellaneous alterations to correct health and safety issues. Although the net cost is \$79,667 due to a reimbursement of \$15.6 million, the appropriation is \$15.7 million.

Fund Center 3103127-Boys Ranch -- \$0. This appropriation provides for planning adequate sewage capacity; completion of the emergency generator replacement project; and miscellaneous alterations and improvements. Although the net cost is \$0 due to a \$500,000 reimbursement, the appropriation is \$500,000.

Fund Center 3103128-Rio Cosumnes Correctional Center -- \$300,000. This appropriation provides for miscellaneous alterations and improvements.

Fund Center 3103130-Work Release Facility -- \$6,500. This appropriation provides for miscellaneous repairs to the Work Release Facility.

Fund Center 3103131-Sheriff's Administration Building -- \$35,000. This appropriation provides for miscellaneous alterations to the Sheriff's Administration Building.

Fund Center 3103132-Lorenzo E. Patino Hall of Justice -- \$460,000. This appropriation provides for miscellaneous improvements to the facility.

Fund Center 3103133-Sheriff's North Area Station -- \$10,000. This appropriation provides for miscellaneous improvements to the facility.

Fund Center 3103134-Sheriff's South Area Station -- \$10,000. This appropriation provides for miscellaneous alterations and improvements to the facility.

Fund Center 3103137-Coroner/Crime Laboratory -- \$100,000. This appropriation provides for continued modifications to improve the functionality of the facility and other miscellaneous improvements to the facility.

Fund Center 3103160-Sacramento Mental Health Facility -- \$20,000. This appropriation provides for miscellaneous alterations and improvements for this facility.

Fund Center 3103162-Primary Care Center -- \$0. This appropriation provides for the purchase of the Primary Care Center. Although the net cost is \$0 due to a \$30.5 million reimbursement, the appropriation is \$30.5 million.

Fund Center 3103170-La Sierra Community Center -- \$30,000. This facility has been gifted to the Carmichael Recreation and Park District. This appropriation is for small, miscellaneous alterations and is part of a multiyear agreement that is not to exceed \$150,000.

Fund Center 3103198-Financing-Transfers/Reimbursements -- \$1,819,317. This appropriation provides for debt service contributions for the Carol Miller Justice Complex and other facilities; and the County's share of the tenant improvements for the Bank of America Building currently leased to the City of Sacramento.

Fund Center 3106382-Libraries -- \$2,300,000. This appropriation provides for construction costs for the Carmichael and Rio Linda Libraries and other minor improvements to various branch libraries to correct health, safety, or severe operational issues. Although the net cost is \$2.3 million due to a \$5.2 million reimbursement, the appropriation is \$7.2 million.

Fund Center 3105982-Contingencies -- \$1,000,000. This appropriation provides funding for unanticipated construction needs.

2003-04 PROGRAM INFORMATION

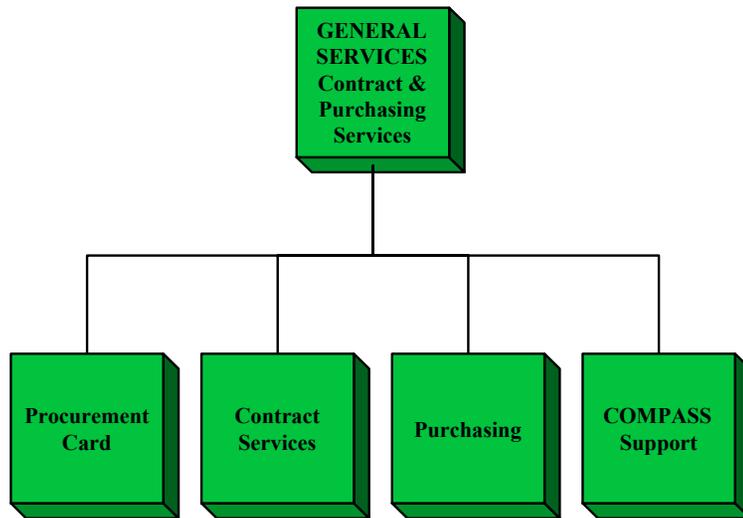
Budget Unit: 3100000 Capital Construction		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	Capital Construction Fund	1,819,317	0	1,819,317	0	0	0.0	0	
Program Description: Bond Payments									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Bond Payments for county-owned facilities									
002	Capital Construction Fund	306,500	0	306,500	0	0	0.0	0	
Program Description: Criminal Justice Trust Fund									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Construction and rehabilitation of criminal justice facilities									
003	Capital Construction Fund	1,044,000	0	1,800,000	-1,207,910	451,910	0.0	0	
Program Description: Courthouse Temporary Construction Fund									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Construction and rehabilitation of court facilities									
004	Capital Construction Fund	1,000,000	0	1,000,000	0	0	0.0	0	
Program Description: Americans with Disabilities modifications									
Countywide Priority: 4 General Government									
Anticipated Results: ADA modifications in county-owned facilities									
005	Capital Construction Fund	760,000	0	1,493,500	-756,263	22,763	0.0	0	
Program Description: Adult Institutions									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Rehabilitation of adult institutions									

Budget Unit: 3100000 Capital Construction		Agency: Public Works						
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
006	Capital Construction Fund	16,225,072	16,145,404	6,129,044	-7,873,882	1,824,506	0.0	0
Program Description: Juvenile Insitutions								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Rehabilitation of juvenile institutions								
007	Capital Construction Fund	150,000	0	150,000	0	0	0.0	0
Program Description: Asbestos management program								
Countywide Priority: 4 General Government								
Anticipated Results: Assessment of asbestos hazards through the Asbestos management program								
008	Capital Construction Fund	15,000	0	15,000	0	0	0.0	0
Program Description: Underground fuel tank management program								
Countywide Priority: 4 General Government								
Anticipated Results: Testing of underground fuel tanks for leakage into soil								
009	Capital Construction Fund	725,134	0	5,323,109	-2,144,739	-2,453,236	0.0	0
Program Description: Health & safety related projects								
Countywide Priority: 4 General Government								
Anticipated Results: Construction to remediate miscellaneous health and safety related issues								
010	Capital Construction Fund	100,000	0	1,250,000	-1,304,057	154,057	0.0	0
Program Description: Coroner Crime Laboratory								
Countywide Priority: 4 General Government								
Anticipated Results: County-wide security evaluation of County-owned facilities								
011	Capital Construction Fund	200,000	0	200,000	0	0	0.0	0
Program Description: County-wide security								
Countywide Priority: 4 General Government								
Anticipated Results: Emergency projects to remediate unforeseen health and safety issues								

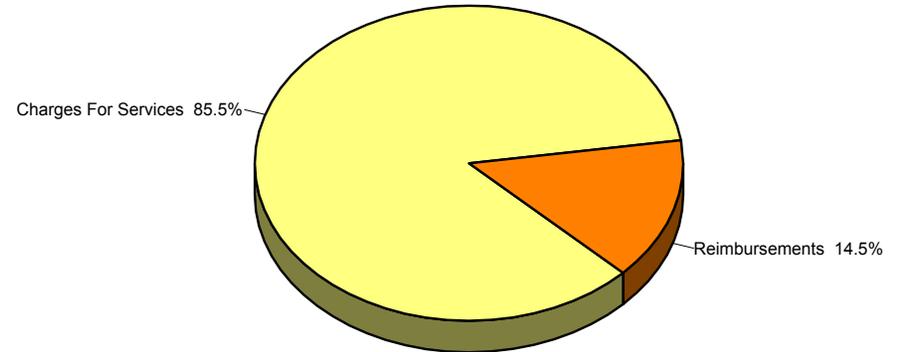
Budget Unit: 3100000 Capital Construction		Agency: Public Works						
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
012	Capital Construction Fund	132,430	0	132,430	0	0	0.0	1
Program Description: Unforeseen Health & Safety - Emergency Maintenance								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Administration of the Capital Construction Fund								
013	Capital Construction Fund	920,000	0	920,000	0	0	0.0	1
Program Description: Administration								
Countywide Priority: 4 General Government								
Anticipated Results: General maintenance of County-owned buildings								
015	Capital Construction Fund	7,500,000	5,200,000	2,300,000	0	0	0.0	0
Program Description: Library Construction								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Juvenile Courthouse construction								
016	Capital Construction Fund	30,500,000	30,500,000	0	0	0	0.0	0
Program Description: Primary Care Center Purchase								
Countywide Priority: 1 Discretionary Law Enforcement								
Anticipated Results: Juvenile Courthouse construction								
017	Capital Construction Fund	200,000	0	27,150,000	-26,950,000	0	0.0	0
Program Description: Juvenile Courthouse Construction								
Countywide Priority: 1 Discretionary Law Enforcement								
Anticipated Results: Juvenile Courthouse construction								
MANDATED Total:		61,597,453	51,845,404	49,988,900	-40,236,851	0	0.0	2

Budget Unit: 3100000 Capital Construction		Agency: Public Works						
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: SELF-SUPPORTING						
014	Capital Construction Fund	834,374	0	834,374	0	0	0.0	0
Program Description: General Maintenance								
Countywide Priority: 4 General Government								
Anticipated Results: Library construction								
SELF-SUPPORTING Total:		834,374	0	834,374	0	0	0.0	0
TOTAL:		62,431,827	51,845,404	50,823,274	-40,236,851	0	0.0	2

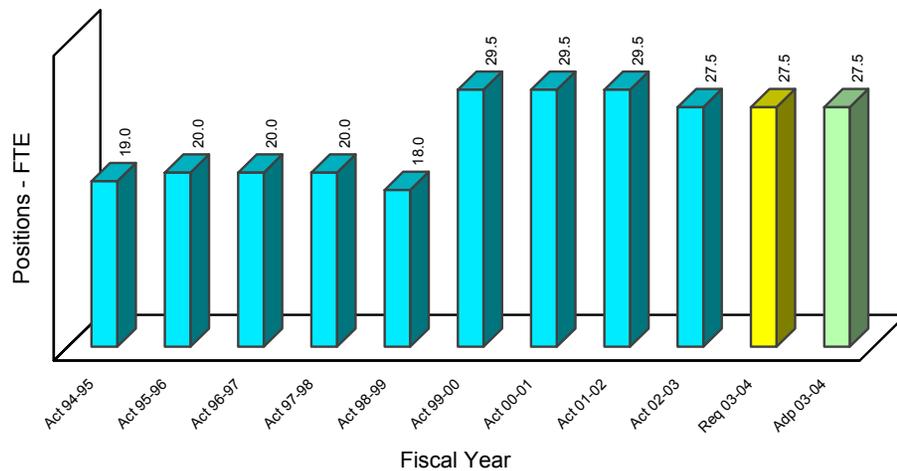
Departmental Structure



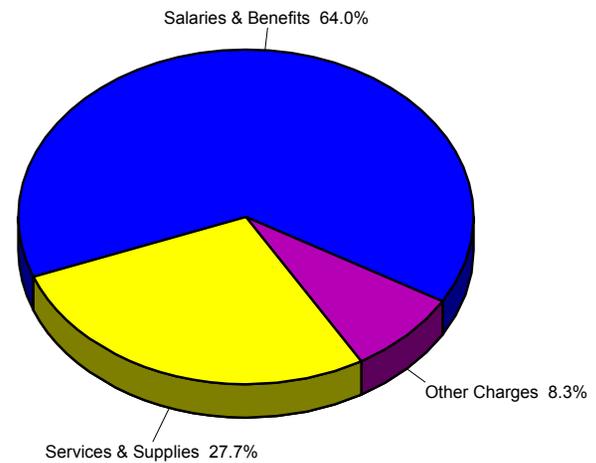
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

FUND: PURCHASING-GS
 035H

ACTIVITY: Purchasing
 UNIT: 7007063

SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	2,463,758	2,728,283	2,927,614	3,067,365	3,017,365
Total Operating Rev	2,463,758	2,728,283	2,927,614	3,067,365	3,017,365
Salaries/Benefits	1,880,812	2,025,886	2,117,184	2,258,402	2,258,402
Service & Supplies	433,790	413,481	571,204	634,197	584,197
Other Charges	323,171	135,374	139,926	147,071	147,071
Depreciation/Amort	1,778	1,778	0	1,800	1,800
Intrafund Chgs/Reimb	172,203	-57,769	-44,789	-118,194	-118,194
Total Operating Exp	2,811,754	2,518,750	2,783,525	2,923,276	2,873,276
Other Revenues	6,701	6,950	0	0	0
Total Nonoperating Rev	6,701	6,950	0	0	0
Debt Retirement	143,664	143,664	144,089	144,089	144,089
Total Nonoperating Exp	143,664	143,664	144,089	144,089	144,089
Net Income (Loss)	-484,959	72,819	0	0	0
Positions	29.5	27.5	28.5	27.5	27.5

PROGRAM DESCRIPTION:

The Contract and Purchasing Services Division of the Department of General Services:

- Provides centralized procurement services for county agencies, departments, and some special districts.

- Provides product research and evaluation, specification development, service and product usage requirements and histories, and issues purchase orders and contracts.
- Coordinates and monitors the County's Procurement Opportunity Program.

- Coordinates the County Procurement Card Program.
- Prepares complex legal contracts and agreements for the operating staff to complete construction projects and conduct other related business.

MISSION:

To assist customers in a professional and supportive manner while delivering dependable contract and purchasing services.

GOALS:

- Improve procurement effectiveness and service delivery to county users.
- Enhance procurement processes by creating an electronic procurement solution.

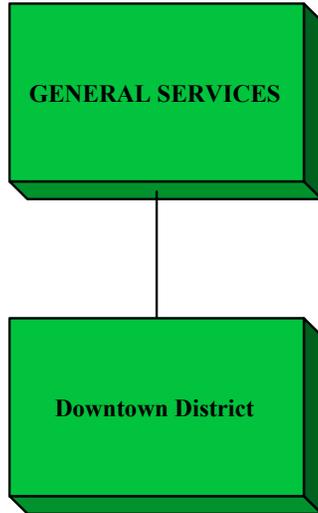
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The National Purchasing Institute presented the National Achievement of Excellence in Procurement Award to the Contract and Purchasing Services Division for 2002.
- The Job Order Contracting Program was implemented to allow a single competitive bid on construction, repair, alteration and construction projects.
- The Materials Management Module in COMPASS was successfully upgraded to version 4.6.

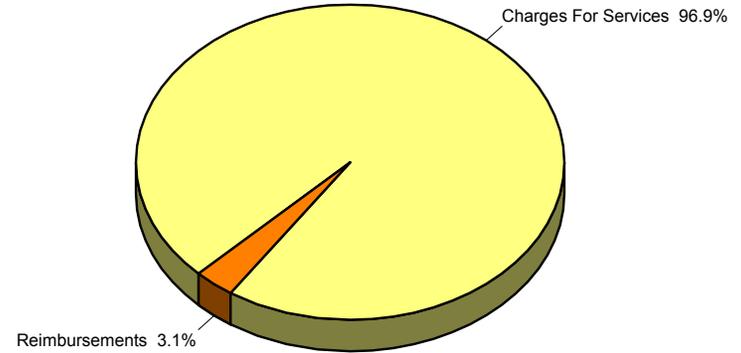
SIGNIFICANT CHANGES FOR 2003-04:

- The Division anticipates the retirement of team managers and will continue its succession planning efforts.
- Requirement definitions and business case for electronic procurement will be completed.
- A customer survey will be administered.

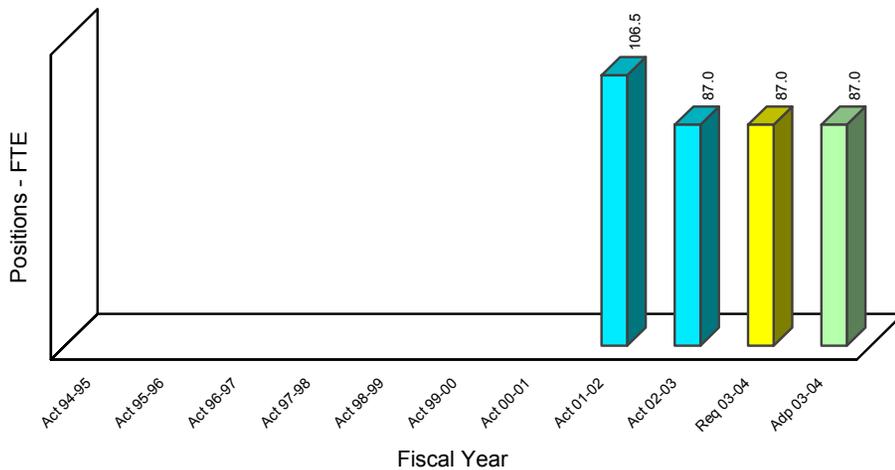
Departmental Structure



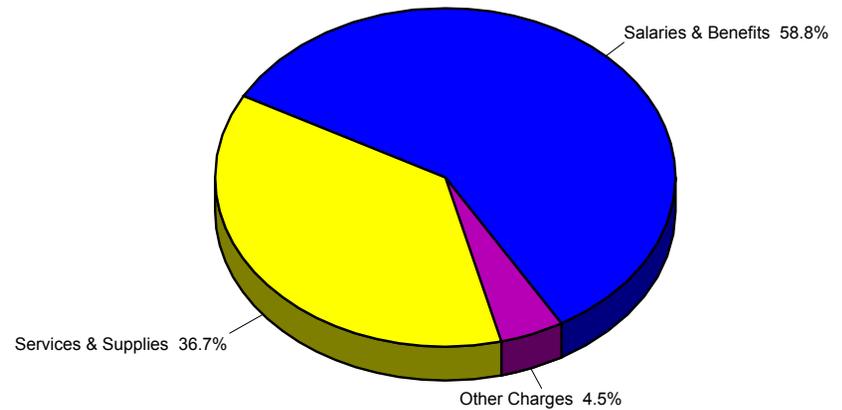
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: BUILDING MAINT AND OPERATIONS-GS
035F

ACTIVITY: Downtown District
UNIT: 7007430

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Use Of Money/Prop Charges for Service	984 9,849,885	668 8,629,072	0 10,738,643	0 10,023,409	0 10,023,409
Total Operating Rev	9,850,869	8,629,740	10,738,643	10,023,409	10,023,409
Salaries/Benefits	6,553,372	6,182,208	6,714,432	6,083,589	6,083,589
Service & Supplies	3,165,434	3,071,416	2,775,096	2,630,815	2,630,815
Other Charges	509,930	514,899	535,073	466,888	466,888
Depreciation/Amort	0	0	375	375	375
Interfund Chgs/Reimb	205	0	0	0	0
Intrafund Chgs/Reimb	624,329	532,405	713,667	841,742	841,742
Total Operating Exp	10,853,270	10,300,928	10,738,643	10,023,409	10,023,409
Other Revenues	345	1,775	0	0	0
Total Nonoperating Rev	345	1,775	0	0	0
Net Income (Loss)	-1,002,056	-1,669,413	0	0	0
Positions	106.5	87.0	107.5	87.0	87.0

PROGRAM DESCRIPTION:

The Downtown District of the Department of General Services:

- Maintains approximately 2,060,000 square feet of space and includes countyowned facilities between the Sacramento River, American River, Business 80 and Broadway, excluding the Airport District.
- Provides for the total maintenance, operation and custodial needs of the facilities including any minor remodeling and repair work.

MISSION:

To provide quality facility support services ensuring the best value for our customers through empowered employees, innovative leadership and professionally delivered services.

GOALS:

- Provide facility services at a level required to support the mission of customer departments while reducing costs for General Fund organizations.

- Improve economy and efficiency of Facility Maintenance Personnel, and the buildings that they support.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Lighting systems at 827 7th Street (Old Administration Building) and the John M. Price District Attorney Building were updated resulting in energy savings and improved tenant service.
- A protective ultra violet lighting system was installed in the Volunteers of America and Sheriff's Work Release facility resulting in increased protection from harmful viruses, such as tuberculosis, for inmates and staff.
- A 500-kilowatt diesel generator in the Courthouse was installed to provide emergency backup power.

SIGNIFICANT CHANGES FOR 2003-04:

- Measures will be implemented to insure continuing operational integrity of the aging Downtown Central Plant in the event of a component failure. Emergency cooling water connections will be installed to allow placement of an emergency chiller on the street level should it be needed.
- Implementation of measures to reduce costs to the Downtown District include service and staff reductions as follows:
 - Placement of custodians in training and development assignments.
 - Canceling custodial contracts to place county custodians in leased facilities to comply with Charter Section 71J.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: BUILDING MAINT AND OPERATIONS-GS
035F

ACTIVITY: Energy Management
UNIT: 7007046

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	6,402,621	6,456,225	6,444,366	7,258,572	7,258,572
Total Operating Rev	6,402,621	6,456,225	6,444,366	7,258,572	7,258,572
Salaries/Benefits	116,065	115,246	113,556	118,909	118,909
Service & Supplies	6,594,877	6,481,960	6,598,089	7,385,598	7,385,598
Other Charges	21,015	6,901	6,063	13,479	13,479
Intrafund Chgs/Reimb	-247,489	-271,980	-273,342	-259,414	-259,414
Total Operating Exp	6,484,468	6,332,127	6,444,366	7,258,572	7,258,572
Net Income (Loss)	-81,847	124,098	0	0	0
Positions	1.0	1.0	1.0	1.0	1.0

PROGRAM DESCRIPTION:

The Energy Management Program of the Department of General Services:

- Coordinates energy related issues and provides technical assistance and expertise within county government.
- Actively seeks methods to reduce energy consumption for countyowned facilities, vehicles, and equipment.
- Monitors and analyzes energy usage and energy savings resulting from conservation measures.
- Coordinates energy efficiency and alternative fuel issues such as methanol, compressed natural gas and electric vehicle usage.

- Develops an energy strategy that will provide low cost reliable power for the operation of county facilities.
- Closely monitors and represents the county's interest as opportunities to reduce energy costs become available.
- Coordinates the semi-annual Energy Management Program Status Report to the Board of Supervisors with the Public Works Agency, the Library Joint Powers Authority and the departments of Airports, and Regional Parks, Recreation and Open Space.

MISSION:

To significantly reduce energy usage whenever possible through the utilization of the latest cost-effective energy technology and by encouraging the involvement of all County of Sacramento employees.

GOALS:

- Complete implementation of electronic billing and electronic payment for the Sacramento Municipal Utility District (SMUD) accounts.
- Initiate electronic billing and electronic payment for Pacific Gas and Electric accounts.
- Develop an Energy Design Guide for new construction.
- Develop a Leadership in Energy and Environmental Design policy for Sacramento County.

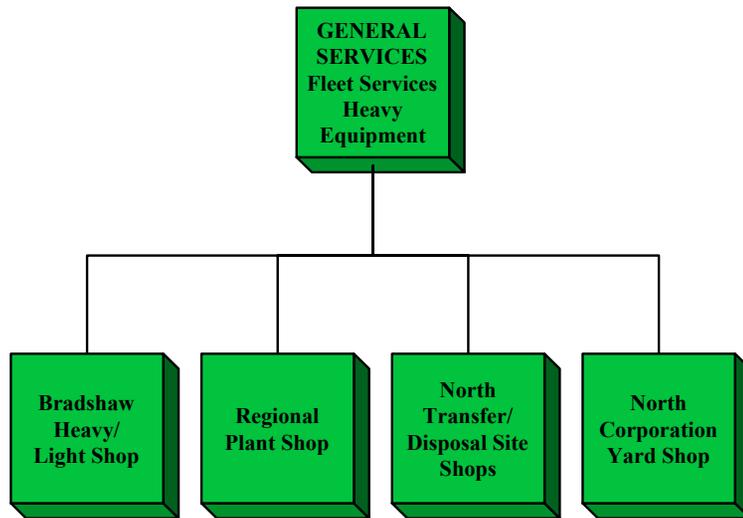
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- A year-round energy conservation program adopted by the Board of Supervisors was implemented, reducing energy costs by \$841,000.
- Non-Core Natural Gas was purchased through the State of California, Department of General Services Natural Gas Program at a significant savings from the normal utility purchasing methods.
- Electronic billing was implemented for SMUD electrical invoices.
- The Central Plant feasibility study was initiated.

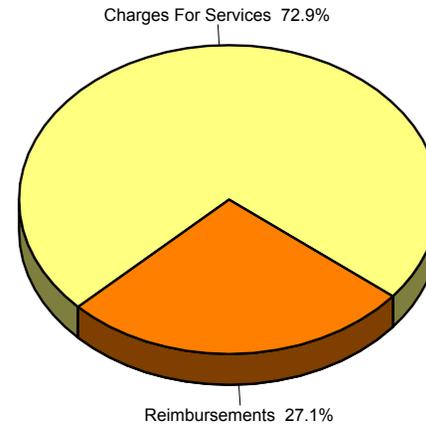
SIGNIFICANT CHANGES FOR 2003-04:

- The electronic billing program will be expanded to allow electronic payments to SMUD.
- The Energy Management Program will develop Energy Design Standards for county buildings and 'Green Building' processes for new construction.

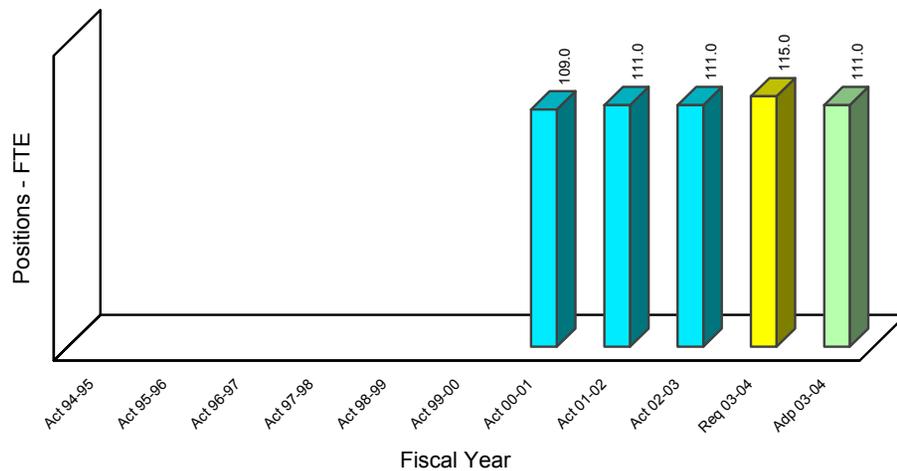
Departmental Structure



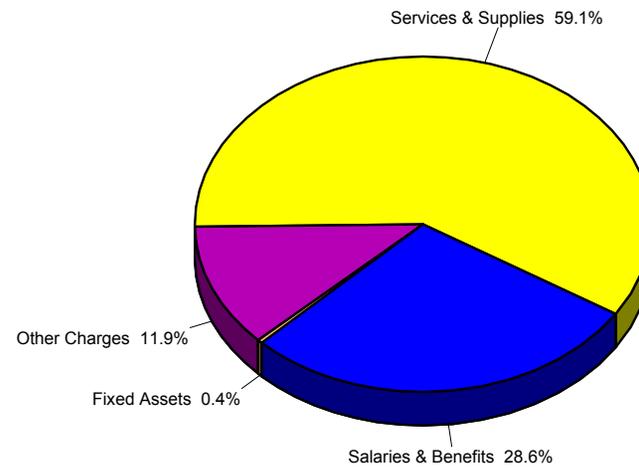
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: FLEET SERVICES HEAVY EQUIP
035M

ACTIVITY: Fleet Svc-Heavy Equipment
UNIT: 7007600

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	14,312,105	15,868,660	19,096,637	19,359,744	19,113,603
Total Operating Rev	14,312,105	15,868,660	19,096,637	19,359,744	19,113,603
Salaries/Benefits	6,357,158	7,036,224	7,197,266	7,732,327	7,486,186
Service & Supplies	9,367,270	9,320,929	9,697,106	9,482,268	9,482,268
Other Charges	555,176	669,513	709,183	572,107	572,107
Depreciation/Amort	1,887,539	2,380,704	1,918,436	2,436,836	2,436,836
Interfund Chgs/Reimb	-1,273,597	-1,216,153	-1,122,269	-1,272,269	-1,272,269
Intrafund Chgs/Reimb	-485,765	-73,941	502,915	196,537	196,537
Total Operating Exp	16,407,781	18,117,276	18,902,637	19,147,806	18,901,665
Interest Income	685	60	0	0	0
Other Revenues	2,050,810	1,900,663	0	0	0
Total Nonoperating Rev	2,051,495	1,900,723	0	0	0
Interest Expense	0	12	0	0	0
Debt Retirement	0	0	110,000	110,000	110,000
Equipment	179,237	40,945	84,000	101,938	101,938
Total Nonoperating Exp	179,237	40,957	194,000	211,938	211,938
Net Income (Loss)	-223,418	-388,850	0	0	0
Positions	111.0	111.0	110.0	115.0	111.0

PROGRAM DESCRIPTION:

The Heavy Equipment Section of the Fleet Services Division administers the heavy equipment maintenance program. Under this program, the Division:

- Operates and maintains a rental fleet of construction equipment.
- Maintains and repairs heavy equipment vehicles for other county departments.

- Operates five repair facilities: the Bradshaw Shop, the North Area Recovery Station Shop, the Disposal Site Shop, the North County Corporation Yard Shop, and the Regional Wastewater Treatment Plant Shop.
- Maintains and operates a main parts supply room and warehouse at the Bradshaw location and smaller inventories at the other shops and garages for both light and heavy equipment.

- Operates the Bradshaw fueling station.
- Manages the division, which includes both heavy and light equipment.
- Administers a Capital Outlay Fund for the purchase and replacement of heavy equipment.

MISSION:

To provide customers with quality and timely fleet services in the areas of preventive maintenance scheduling, service and repair of heavy equipment, fabrication services according to customer requirements, special projects related to equipment needs, and operation of heavy equipment fleet.

GOALS:

- Increase the division performance level on timely and proper diagnosis and repair of equipment.
- Increase utilization of the Fleet Management and Fuel Management System.
- Add two new fueling sites.

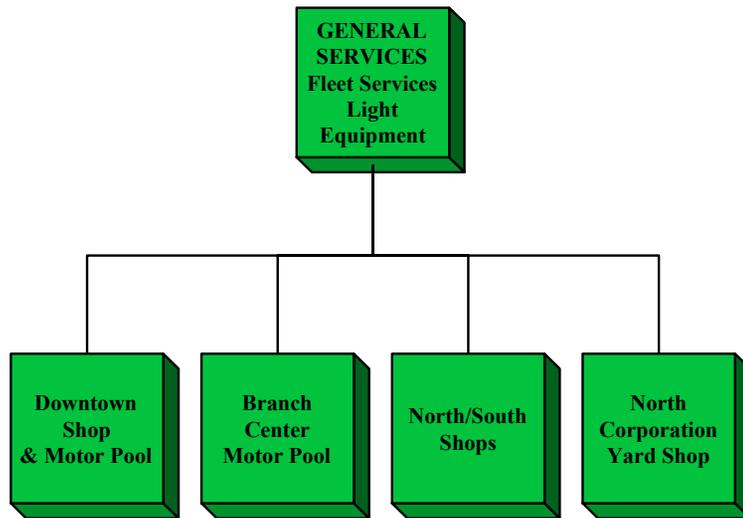
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Full operations to support other county departments at the North Corporation Yard Shop began.
- Repair accountability procedures were implemented with 99.0 percent accuracy.
- The Bradshaw Fuel Station was upgraded in order to conform to future new environmental rules. The outdated fuel dispensers were replaced, providing increased capability for low emission fuels.

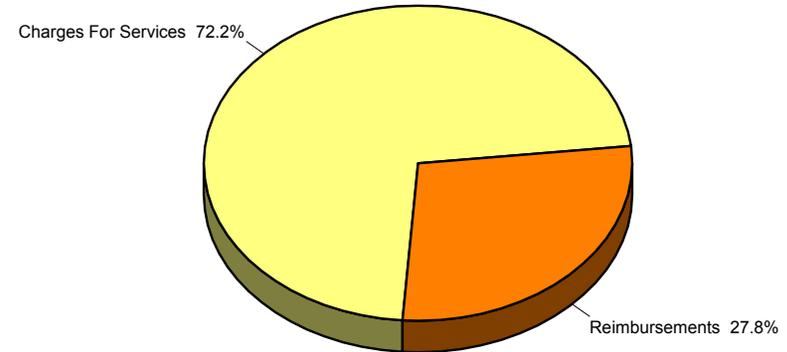
SIGNIFICANT CHANGES FOR 2003-04:

- The planning phase of the new Fleet Services Branch Center Maintenance Facility will continue.
- Construction of the Liquefied Natural Gas Fuel Station at the North Area Recovery Station will begin.

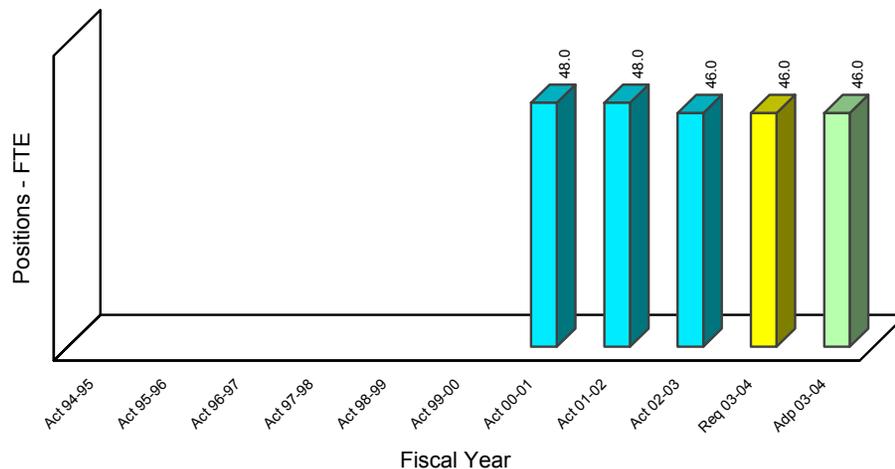
Departmental Structure



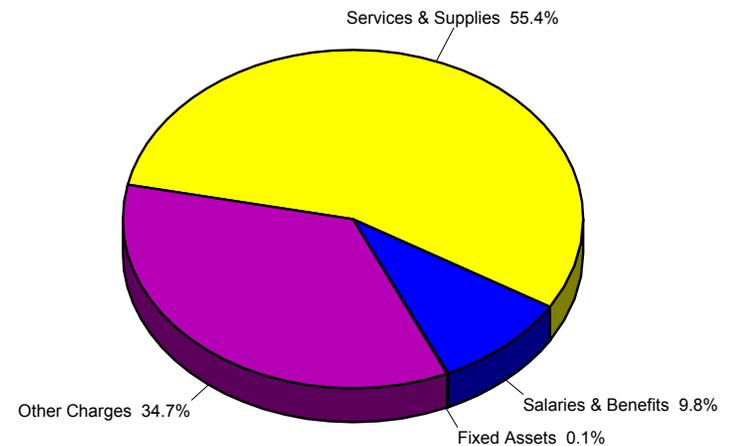
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

FUND: FLEET SERVICES LIGHT EQUIP
 035L

ACTIVITY: Fleet Svc-Light Equipment
 UNIT: 7007500

SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Use Of Money/Prop	0	329	0	0	0
Charges for Service	24,080,606	23,666,560	19,177,709	20,655,687	20,655,687
Total Operating Rev	24,080,606	23,666,889	19,177,709	20,655,687	20,655,687
Salaries/Benefits	2,151,573	2,595,628	2,678,206	2,792,199	2,792,199
Service & Supplies	6,265,237	6,799,903	6,695,863	7,646,908	7,646,908
Other Charges	246,313	193,212	250,452	284,299	284,299
Depreciation/Amort	9,488,182	8,264,741	7,927,024	7,859,764	7,859,764
Intrafund Chgs/Reimb	534,521	349,913	-314,030	254,786	254,786
Total Operating Exp	18,685,826	18,203,397	17,237,515	18,837,956	18,837,956
Gain/Sale/Property	1,227,191	1,278,160	0	0	0
Other Revenues	118,938	306,515	0	0	0
Total Nonoperating Rev	1,346,129	1,584,675	0	0	0
Interest Expense	1,253,234	1,514,446	1,756,194	1,761,731	1,761,731
Debt Retirement	0	0	30,000	30,000	30,000
Loss/Disposition-Asset	17,542	45,846	0	0	0
Equipment	18,500	0	154,000	26,000	26,000
Total Nonoperating Exp	1,289,276	1,560,292	1,940,194	1,817,731	1,817,731
Net Income (Loss)	5,451,633	5,487,875	0	0	0
Positions	48.0	46.0	46.0	46.0	46.0

PROGRAM DESCRIPTION:

The Light Equipment Section of the Fleet Services Division administers the light equipment program (automotive services). Under this program, the Division:

- Maintains all light automotive equipment required by county agencies and departments, except for the Sacramento County Airport System.
- Develops specifications for and purchases all classes of automotive vehicles.
- Operates the Downtown, Bradshaw, North County Corporation Yard, and Sheriff's North, South Stations and Rockingham automotive maintenance shop and service facilities.
- Operates the Downtown and Branch Center motor pools.
- Operates the fuel stations at the Downtown, North and South Garages.

MISSION:

To provide customers with quality and timely fleet services in the areas of preventive maintenance scheduling, service and repair of light equipment, fabrication services according to customer requirements, special projects related to equipment needs, and operation of rental fleet.

GOALS:

- Upgrade and modernize diagnostics and repair procedures to improve efficiency.
- Expand the usage and functionality of the Fleet Management System to maximize efficiency.
- Enhance and improve the Equipment Billing System.

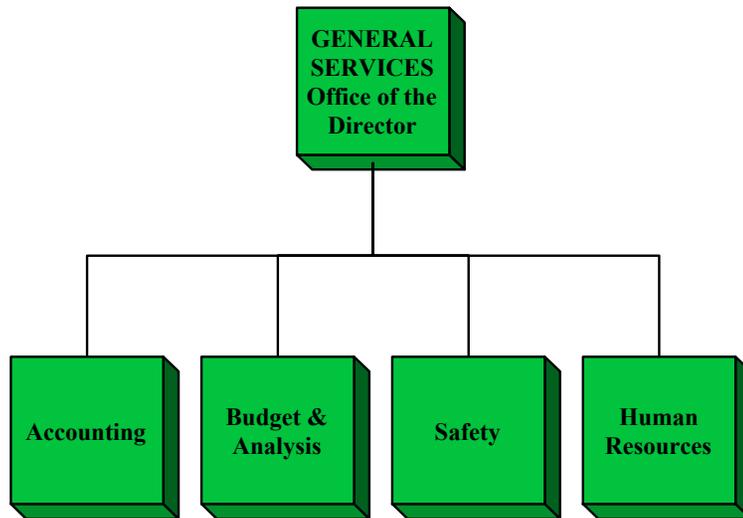
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The North Central Garage and Fuel Station became fully operational.
- The North County Corporation Yard Garage became fully operational.

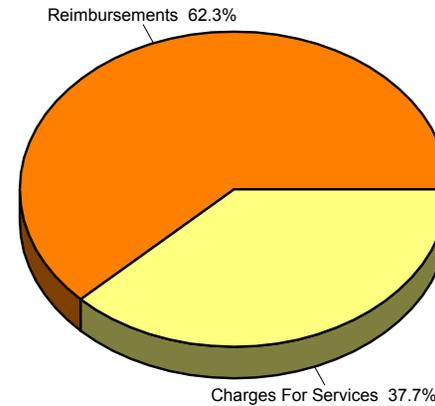
SIGNIFICANT CHANGES FOR 2003-04:

- Operations in the South Central Garage will begin.
- The North and South Garage Fuel Stations will be upgraded to meet environmental regulations.
- Two new automated fueling facilities will be added.
- A reduction to the fixed portion of the light fleet vehicle use rate will allow a \$4.0 million rebate to users.
- Online training assistance for equipment billing and improved customer service will be provided.

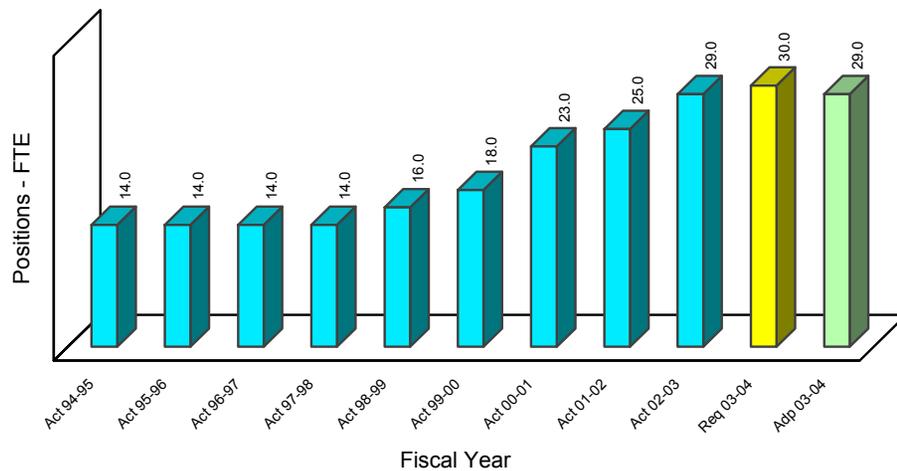
Departmental Structure



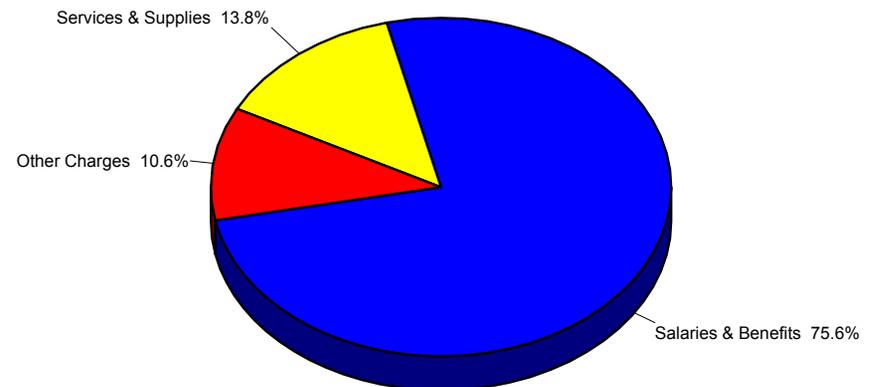
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: ADMINISTRATIVE SERVICES-GS
035C

ACTIVITY: Office of the Director
UNIT: 7110000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Use Of Money/Prop Charges for Service	0 760,481	20 1,014,634	0 1,037,897	0 1,269,550	0 1,240,007
Total Operating Rev	760,481	1,014,654	1,037,897	1,269,550	1,240,007
Salaries/Benefits	1,807,046	2,167,962	2,193,954	2,517,340	2,487,797
Service & Supplies	509,289	313,586	286,625	320,603	320,603
Other Charges	-444,343	-249,881	0	260,759	260,759
Depreciation/Amort	28,145	28,145	30,000	30,000	30,000
Interfund Chgs/Reimb	0	0	-225,087	0	0
Intrafund Chgs/Reimb	-1,214,370	-1,308,384	-1,306,080	-1,917,637	-1,917,637
Total Operating Exp	685,767	951,428	979,412	1,211,065	1,181,522
Other Revenues	4,627	3,354	0	0	0
Total Nonoperating Rev	4,627	3,354	0	0	0
Debt Retirement	58,560	58,560	58,485	58,485	58,485
Improvements	10,370	0	0	0	0
Total Nonoperating Exp	68,930	58,560	58,485	58,485	58,485
Net Income (Loss)	10,411	8,020	0	0	0
Positions	25.0	29.0	26.0	30.0	29.0

PROGRAM DESCRIPTION:

The Office of the Director of the Department of General Services:

- Includes the Director of General Services and those positions which assist in carrying out the responsibilities for planning, organizing, and directing the Department.

- Provides general administrative support, management consultation, financial control, personnel services, safety and environmental program oversight, departmental training, information technology and public information coordination.

MISSION:

To support the fiscal, personnel, safety, training, and information technology needs of the Department of General Services.

GOALS:

- Develop a budget workshop that will be held annually for departmental managers and staff involved in the Allocated Cost Package and budget development.
- Document and update key responsibilities and processes for each position to ensure continuity in the provision of services.
- Determine roles responsibilities for environmental compliance requirements.

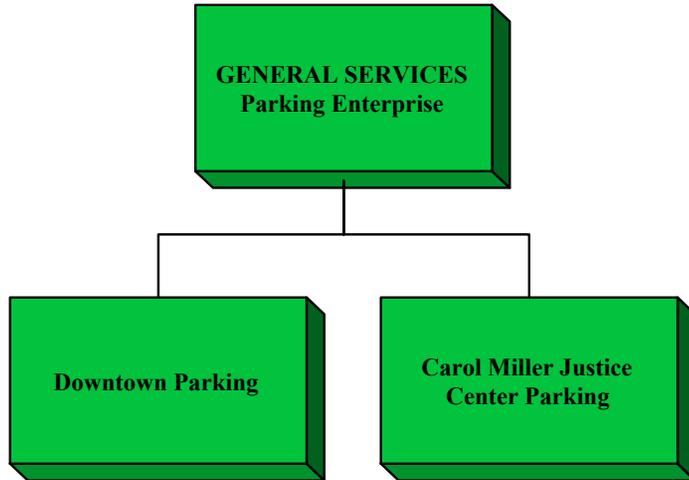
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- A department newsletter was initiated, increasing communication and understanding of various operations and personnel.
- The departmental Intranet and Internet sites were enhanced increasing functionality.
- Implementation of the Space Planning and Real Estate phases of the Computer Assisted Facilities Maintenance (CAFM) System were initiated.

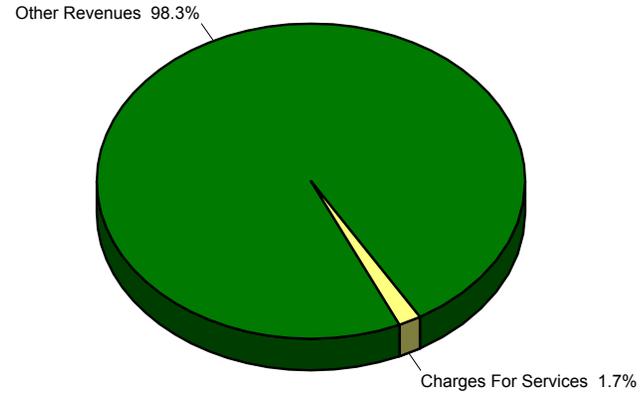
SIGNIFICANT CHANGES FOR 2003-04:

- The first annual Capital Improvement Plan was completed and approved by the Board of Supervisors.
- All safety, environmental and training functions will be centralized.
- The CAFM System will be fully implemented.
- A transition plan will be in effect to reassign custodians in training and development assignments to appropriate permanent positions.

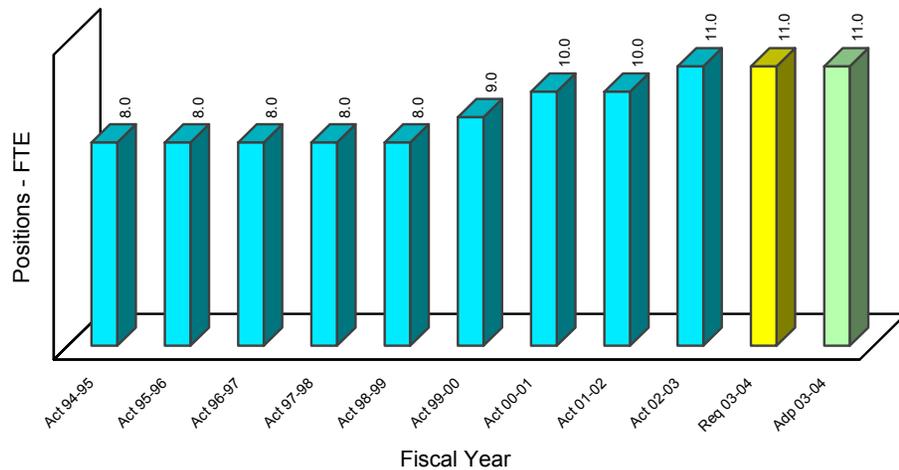
Departmental Structure



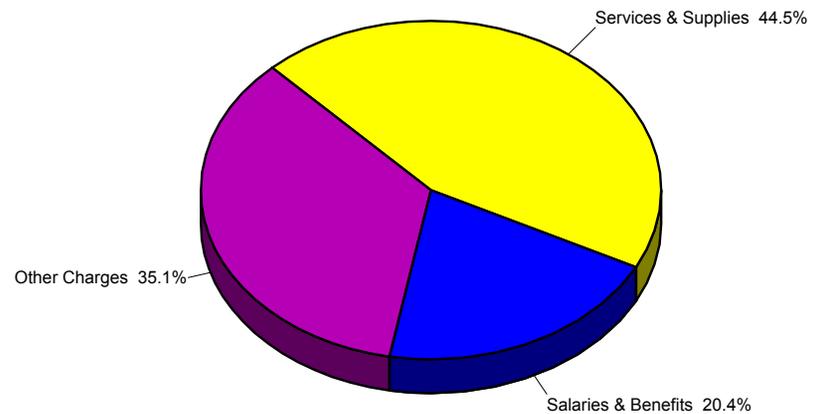
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: PARKING ENTERPRISE
056A

ACTIVITY: Parking Operations
UNIT: 7990000

SCHEDULE 11
OPERATIONS OF PUBLIC SERVICE ENTERPRISE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Use Of Money/Prop Charges for Service	2,772,906 52,456	2,483,354 47,717	2,791,310 47,718	2,739,495 47,718	2,739,495 47,718
Total Operating Rev	2,825,362	2,531,071	2,839,028	2,787,213	2,787,213
Salaries/Benefits	470,310	527,254	536,133	567,922	567,922
Services & Supplies	1,172,795	1,049,392	1,354,013	1,241,988	1,241,988
Other Charges	855,859	732,371	999,082	978,503	978,503
Total Operating Exp	2,498,964	2,309,017	2,889,228	2,788,413	2,788,413
Other Revenues	683	565	50,200	1,200	1,200
Total Nonoperating Rev	683	565	50,200	1,200	1,200
Net Income (Loss)	327,081	222,619	0	0	0
Positions	10.0	11.0	10.0	11.0	11.0

PROGRAM DESCRIPTION:

The Parking Enterprise of the Department of General Services:

- Provides parking services to the public, county employees, and a variety of governmental agencies located in the Downtown and Branch Center complexes, and the Carol Miller Justice Center through the operation of various lots at these locations.
- Operates bicycle storage and shower/locker facilities in the Downtown Complex.

- Enforces parking regulations on countyowned property.
- Reviews and processes citations and administrative reviews for the Sheriff's Department (including the Airport Detail), Sacramento County Airport System, General Services, Regional Parks, Recreation and Open Space, and Highway Patrol through a contract with the City of Sacramento.

MISSION:

To provide basic parking services while maintaining reasonable fees for services.

GOALS:

- Develop a Parking Manager classification to attract candidates with appropriate skills.
- Provide basic parking services that meet the needs of customers without increasing rates.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Repair projects for the Public Parking garage were continued, insuring structural integrity. Completed projects included repairs to the ramps on the west side of the garage.

- As a result of the closure of a private surface parking lot near the downtown center, a waiting list was established. The closure displaced over 90 county employees.

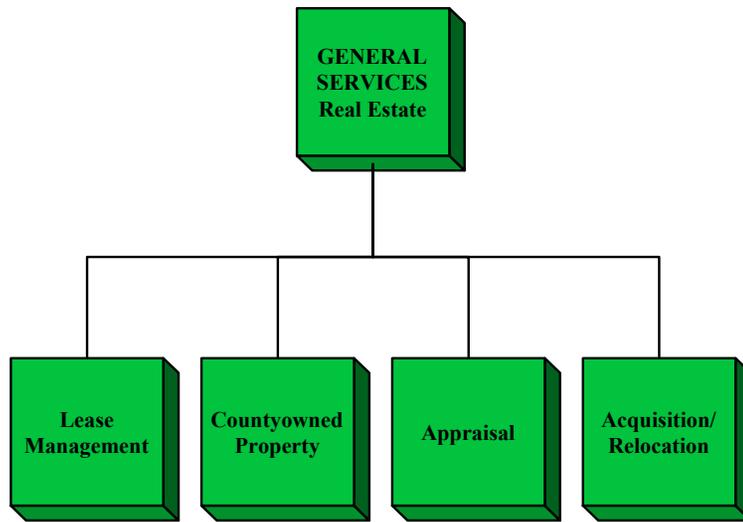
SIGNIFICANT CHANGES FOR 2003-04:

- Repairs to the Public Parking Lot will continue. Exposed metal reinforcement bars on the upper level of the garage indicate the need to patch the concrete to avoid water deterioration.
- Initial structural assessments of the Employee Parking Garage will commence.
- Negotiations with the State of California concerning the transfer of court related facilities may have a significant impact on the scope of responsibility for parking operations currently provided by the Parking Enterprise.

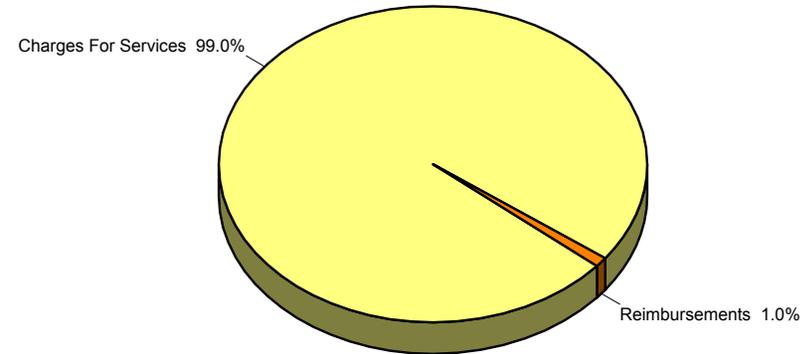
2003-04 PROGRAM INFORMATION

Budget Unit: 7990000 Gen Svcs-Parking Enterprise		Agency: Public Works							
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: SELF-SUPPORTING							
001	Parking Enterprise	2,788,413	0	2,788,413	0	0	11.0	1	
Program Description:	Provides parking services to public/county employees								
Countywide Priority:	4 General Government								
Anticipated Results:	Provide basic parking services for employees and public at reasonable rates while meeting Enterprise Fund requirements such as debt obligations. Parking rates as % of rates in nearby lots between 22% - 70%.								
TOTAL:		2,788,413	0	2,788,413	0	0	11.0	1	

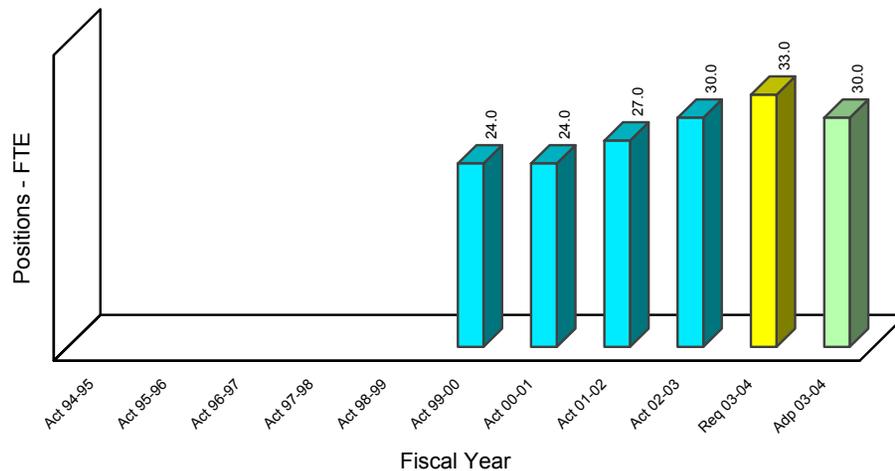
Departmental Structure



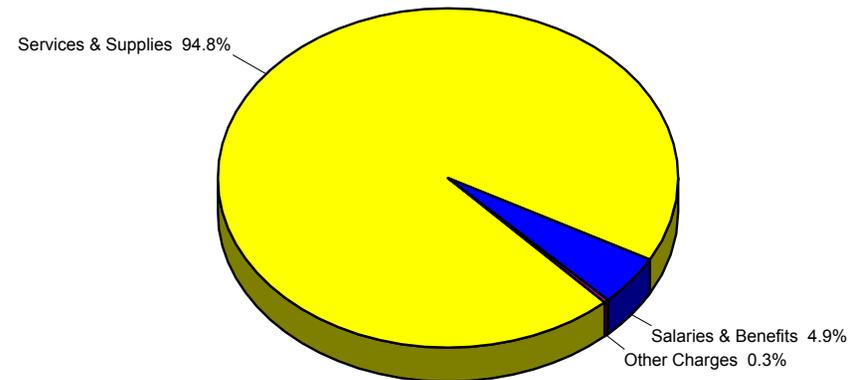
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: REAL ESTATE-GS
035K

ACTIVITY: Real Estate
UNIT: 7007030

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	39,616,537	43,134,153	44,469,274	50,937,285	50,196,361
Total Operating Rev	39,616,537	43,134,153	44,469,274	50,937,285	50,196,361
Salaries/Benefits	1,569,739	1,863,829	2,005,650	2,720,063	2,479,139
Service & Supplies	37,901,174	40,680,298	42,622,952	48,123,326	47,623,326
Other Charges	147,688	97,333	118,550	83,498	83,498
Intrafund Chgs/Reimb	-226,588	-145,505	-360,409	-72,133	-72,133
Total Operating Exp	39,392,013	42,495,955	44,386,743	50,854,754	50,113,830
Other Revenues	0	15,063	0	0	0
Total Nonoperating Rev	0	15,063	0	0	0
Debt Retirement	82,632	82,632	82,531	82,531	82,531
Total Nonoperating Exp	82,632	82,632	82,531	82,531	82,531
Net Income (Loss)	141,892	570,629	0	0	0
Positions	27.0	30.0	27.0	33.0	30.0

PROGRAM DESCRIPTION:

The Real Estate Division of the Department of General Services:

- Leases facilities for county departments and agencies with the approval of and coordination with, the Facility Planning and Management Deputy Director.
- Negotiates the purchase of real estate required for projects of the Public Works Agency, Regional Parks, Recreation and Open Space Department, Sacramento Area Flood Control Agency, and other agencies.
- Provides relocation assistance to persons displaced by the county's Acquisition Program.

- Prepares appraisals required for real estate acquisitions, and other transactions. Coordinates, negotiates and supports real estate transactions at Mather Field and McClellan Field.
- Manages countyowned vacant property, including revenue leases, and sells surplus real estate.
- Handles telecommunication revenue leases for all county departments and some special districts.

MISSION:

To provide professional, timely and cost-effective real estate services to all departments of the County of Sacramento, other governmental entities, property owners, and the public.

GOALS:

- Improve access to conveyance forms to better serve customers' needs. Forms include public infrastructure projects, property rights dedications, and acquisitions.
- Identify cost reduction opportunities in order to lower service costs to customers.

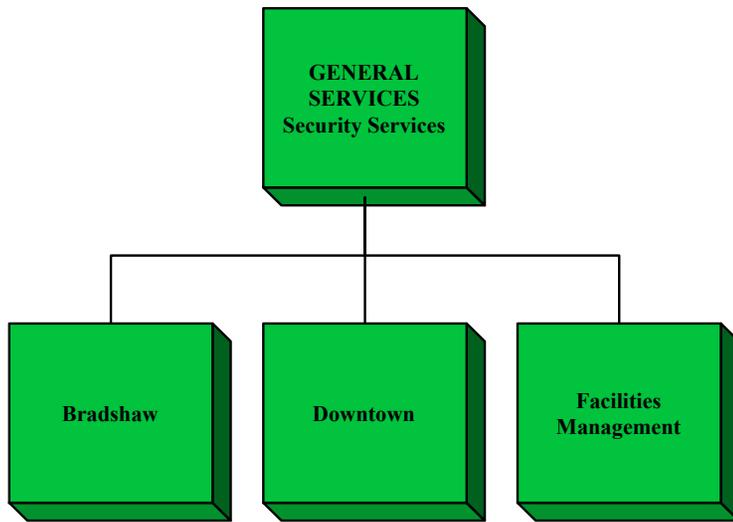
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- A new Appraisals and Asset Management section was created to prepare appraisals, support complex transactions, negotiate and manage revenue leases, and sell surplus real estate.
- A new section to support the Water Quality Department acquisition and property management function was developed.
- The division experienced a reduction of requests for new leases, amendments, and tenant improvements due to client-departments' budget reductions.

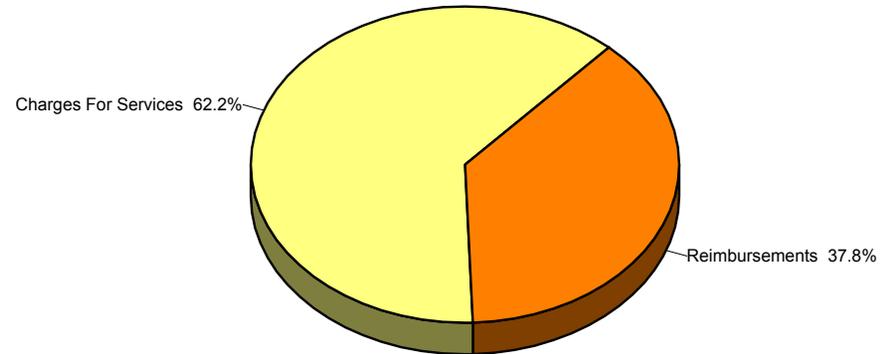
SIGNIFICANT CHANGES FOR 2003-04:

- An increase to the Lease Management Fee is the result of including costs of Facility Planning and Management's staff support to the program.
- Improvements in the Allocated Cost Package facility costs estimates were implemented and will result in a more accurate budget.
- Implementation of the Computer Assisted Facilities Management System will commence.
- Reassignment of county custodians to leased facilities will allow for termination of custodial contracts to comply with Charter Section 71J.
- Real estate services to the Freepport Water Authority will be provided.

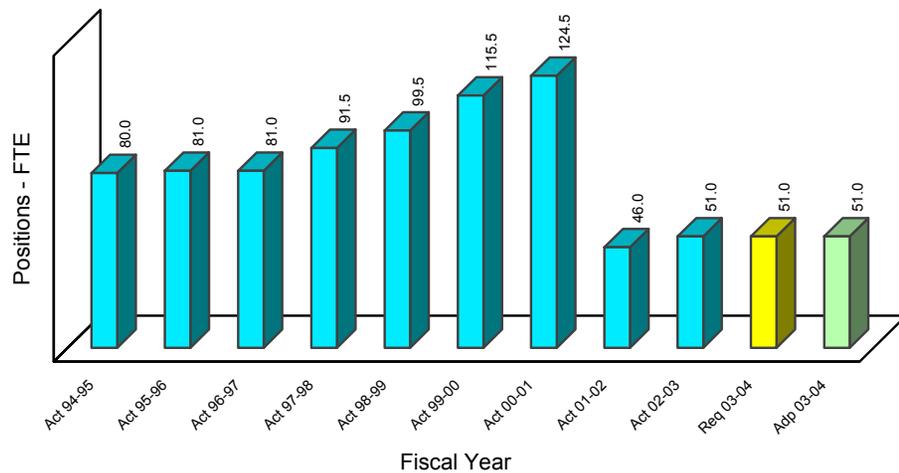
Departmental Structure



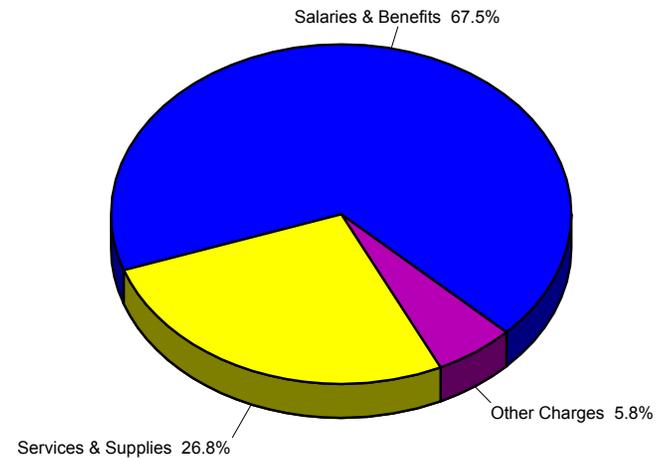
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: BUILDING MAINT AND OPERATIONS-GS
035F

ACTIVITY: Security Services
UNIT: 7450000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	1,453,651	1,639,469	1,796,699	2,308,649	2,308,649
Total Operating Rev	1,453,651	1,639,469	1,796,699	2,308,649	2,308,649
Salaries/Benefits	1,631,153	2,184,170	2,120,553	2,501,966	2,501,966
Service & Supplies	286,876	292,086	598,965	564,205	564,205
Other Charges	132,423	124,865	121,003	213,617	213,617
Intrafund Chgs/Reimb	-656,256	-645,058	-1,043,822	-971,139	-971,139
Total Operating Exp	1,394,196	1,956,063	1,796,699	2,308,649	2,308,649
Gain/Sale/Property	0	7	0	0	0
Other Revenues	187	1,575	0	0	0
Total Nonoperating Rev	187	1,582	0	0	0
Net Income (Loss)	59,642	-315,012	0	0	0
Positions	46.0	51.0	41.0	51.0	51.0

PROGRAM DESCRIPTION:

- The Security Services Division provides a non-interventive (observe and report) security program to certain countyowned facilities.
- Administrative Facilities Management is also included in this budget unit. This unit provides accounting and clerical support to the three facilities maintenance and operations districts.

MISSION:

To promote a safe and secure environment for valued customers and employees while incorporating the most cost-effective methods available.

GOALS:

- Develop facility security evaluation tools and facility assessment capabilities.
- Develop a county facilities category profile and baseline facility security measure specific to facility type.
- Develop a countywide facility security plan.
- Partner with other county security providers and emergency responders in developing integrated solutions that provide fast, economical, measured, and effective proactive procedures.

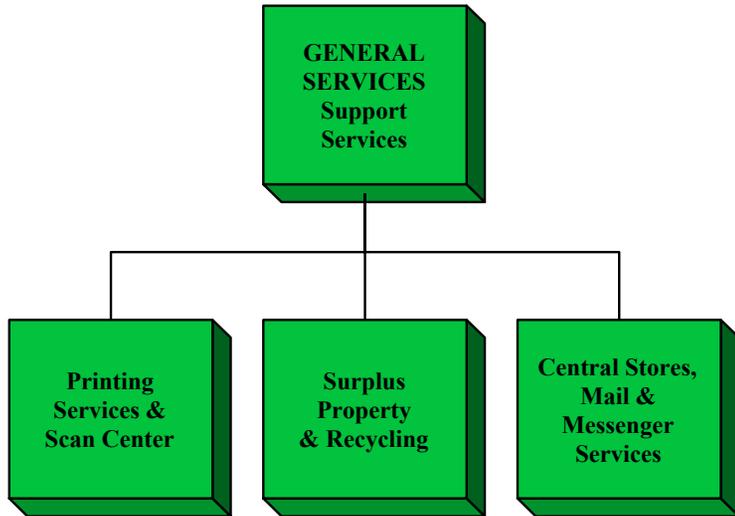
SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Monitoring capabilities were expanded through electronic access and alarm systems monitoring devices.
- Organizational awareness of the Security Services Division and its mission were improved through services and publications.
- Refinement of the Building Security Attendant class specifications and requirements commenced.

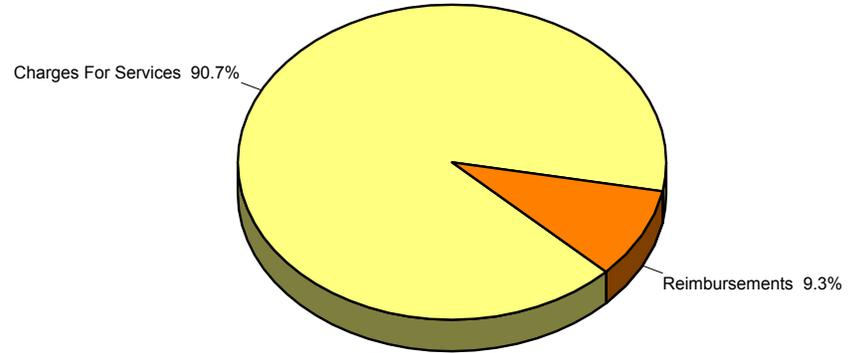
SIGNIFICANT CHANGES FOR 2003-04:

- In order to comply with new state mandates, training will be enhanced to provide annual refresher courses.
- A classification structure for Security Services supervision will be developed.
- Training and development of six candidates will be successfully completed; the candidates will be placed into permanent Building Security Attendant positions.

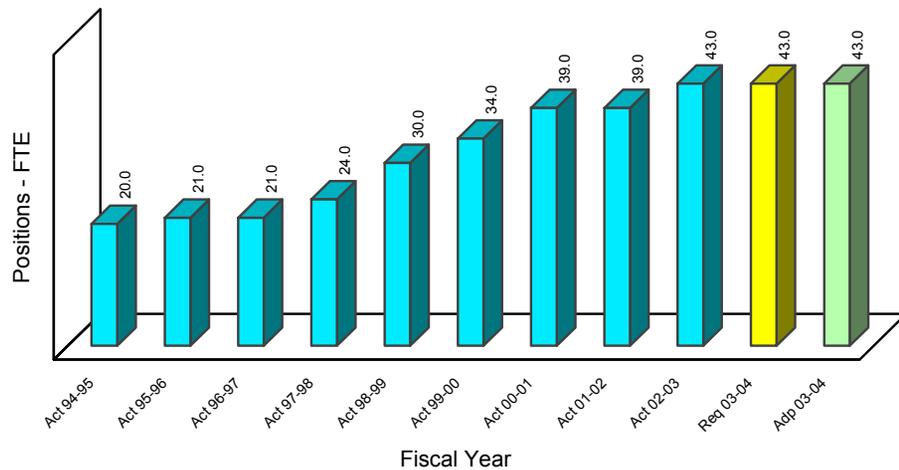
Departmental Structure



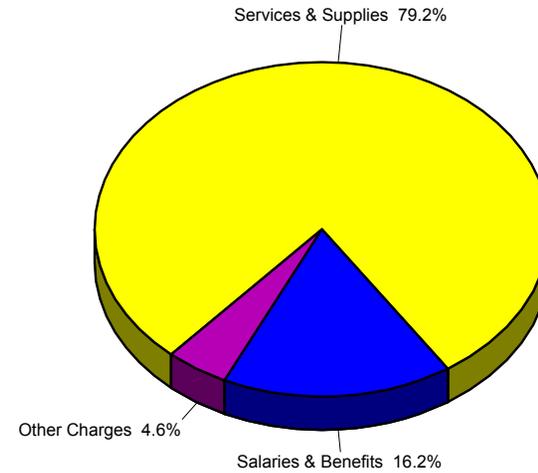
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: SUPPORT SERVICES-GS
035J

ACTIVITY: Support Services
UNIT: 7700000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	8,900,082	12,979,074	12,044,020	12,585,192	12,585,192
Total Operating Rev	8,900,082	12,979,074	12,044,020	12,585,192	12,585,192
Salaries/Benefits	1,551,854	1,800,993	2,097,354	2,249,698	2,249,698
Service & Supplies	1,972,802	2,732,395	1,986,974	2,119,779	2,119,779
Other Charges	703,504	1,522,345	1,656,609	209,250	209,250
Depreciation/Amort	98,502	117,571	131,500	132,000	132,000
Intrafund Chgs/Reimb	24,515	94,198	377,243	150,125	150,125
Cost of Goods Sold	5,406,754	6,837,564	5,500,000	7,430,000	7,430,000
Total Operating Exp	9,757,931	13,105,066	11,749,680	12,290,852	12,290,852
Gain/Sale/Property	0	108	0	0	0
Other Revenues	732,324	8,327	0	0	0
Total Nonoperating Rev	732,324	8,435	0	0	0
Debt Retirement	50,000	252,397	294,340	294,340	294,340
Equipment	143,477	5,921	0	0	0
Total Nonoperating Exp	193,477	258,318	294,340	294,340	294,340
Net Income (Loss)	-319,002	-375,875	0	0	0
Positions	39.0	43.0	43.0	43.0	43.0

PROGRAM DESCRIPTION:

The Support Services Division of the Department of General Services:

- Provides centralized high speed, black and white and full color printing services for county agencies and departments.
- Provides centralized U.S. mail, inter-office messenger, central stores and central records management and warehousing to county agencies and departments including items unique to the Public Works Agency.

- Provides redistribution and/or disposal of county assets through the Surplus Property Program.
- Administers the county internal recycling program.
- Operates the Document Scanning Center.

MISSION:

To provide valued, countywide support of centralized stores, mail, records, printing, scanning, warehousing and surplus property/recycling services satisfying customer expectations while maintaining excellent customer service.

GOALS:

- Confirm the rate structure is reflective of the level of effort and customers benefiting from services and make any needed adjustments.
- Reduce costs to General Fund customers to assist with budget reductions.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

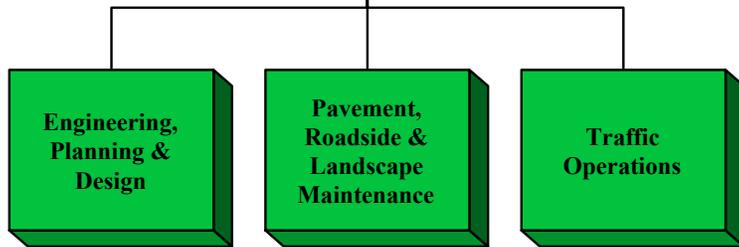
- The transition of the Public Works Warehouse into the Support Services Division was completed.
- A second Public Works Warehouse was opened in the North County Corporation Yard.
- The Inventory Management module of the Materials Management module was successfully upgraded to version 4.6.

SIGNIFICANT CHANGES FOR 2003-04:

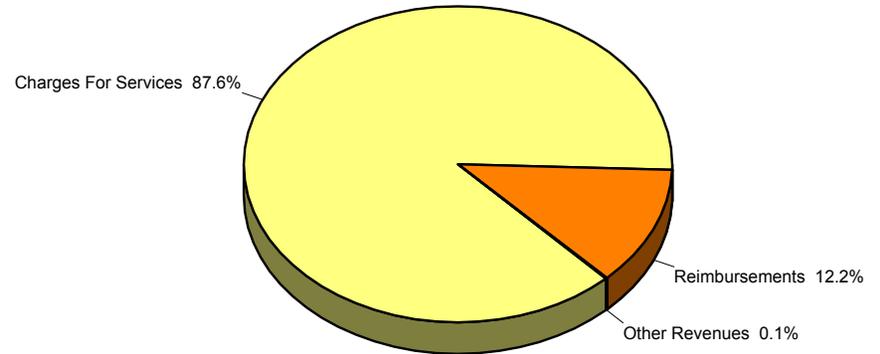
- The division will decrease interoffice mail delivery and reduce costs to customers.
- Implementation of the Mail/Messenger Billing Program will continue.
- Records informally stored at the Public Works Warehouse will be transitioned to the Central Records Warehouse.

Departmental Structure

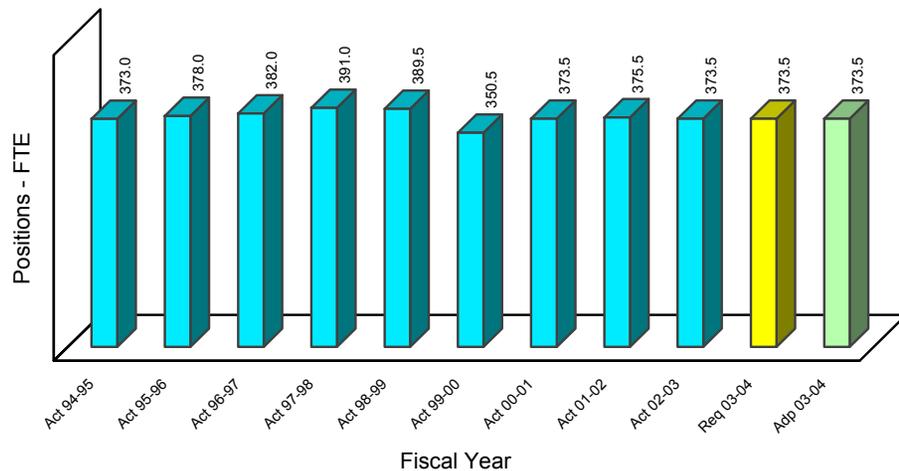
TOM ZLOTKOWSKI, Director



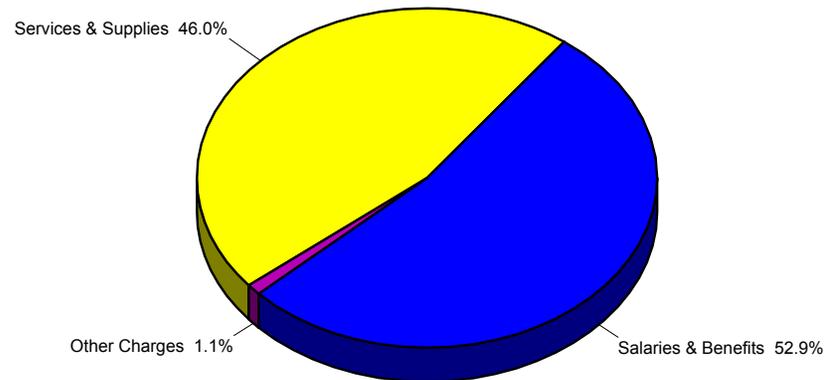
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
 033A

ACTIVITY: Transportation
 UNIT: 2600000

SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Licenses/Permits	7,960	9,747	0	0	0
Use Of Money/Prop	0	184	0	0	0
Charges for Service	46,451,088	43,270,915	45,859,214	45,119,531	45,119,531
Total Operating Rev	46,459,048	43,280,846	45,859,214	45,119,531	45,119,531
Salaries/Benefits	22,444,020	24,560,398	25,952,652	27,256,789	27,256,789
Service & Supplies	15,887,940	15,351,378	17,198,584	15,281,178	15,281,178
Other Charges	784,788	963,853	963,852	421,420	421,420
Depreciation/Amort	113,602	110,381	138,584	140,209	140,209
Intrafund Chgs/Reimb	363,624	115,654	2,143,027	2,081,855	2,081,855
Cost of Goods Sold	2,116,282	0	0	0	0
Total Operating Exp	41,710,256	41,101,664	46,396,699	45,181,451	45,181,451
Interest Income	9	100	0	0	0
Gain/Sale/Property	238	0	0	0	0
Aid-Gov'n't Agencies	2,042,721	1,078,878	468,989	0	0
Other Revenues	13,155	157,976	150,000	61,920	61,920
Total Nonoperating Rev	2,056,123	1,236,954	618,989	61,920	61,920
Loss/Disposition-Asset	0	3,296	0	0	0
Improvements	34,406	21,882	75,504	0	0
Equipment	95,777	0	6,000	0	0
Total Nonoperating Exp	130,183	25,178	81,504	0	0
Net Income (Loss)	6,674,732	3,390,958	0	0	0
Positions	375.5	373.5	375.5	373.5	373.5

PROGRAM DESCRIPTION:

The Department of Transportation provides road improvement services in the Unincorporated Area of Sacramento County. It has three broad areas of responsibility: 1) Engineering, Planning and Design; 2) Pavement, Roadside and Landscape Maintenance; and, 3) Traffic Operations.

- **Engineering, Planning and Design**

- **Engineering:** Prepares traffic reports and conducts studies pertaining to traffic conditions; investigates traffic problems; conducts safety studies and research; makes recommendations for improvements on existing streets and highways; reviews designs for new construction; and approves traffic handling and control for construction projects on county roads. Also develops priority lists of potential projects; submits project proposals to other agencies; administers the residential street speed control, radar enforcement and school crossing guard programs.
- **Planning:** Reviews maps and plans affecting the county transportation system; develops and administers the Bikeway Master Plan; responds to environmental impact reports; develops projects for financing; determines right-of-way needs for transportation corridors; provides analysis of traffic studies; and acts as liaison to consultants and other agencies regarding transportation issues.
- **Design:** Prepares plans and specifications for county highway, bridge, signal and lighting system contracts; coordinates plans and secures agreements with other agencies; determines use of highway rights-of-way for sewer, drainage, utilities and communication facilities; reviews encroachment permits; reviews plans and specifications for private development of improvements to existing county roads; and administers the county's tree program.

- **Pavement, Roadside and Landscape Maintenance:**

- Maintains and repairs all public street and roadway facilities
- Repairs or replaces steel guardrails, soundwalls, pedestrian walkways and fences; maintains roadside shoulders, ditches, curbs, culverts and gutters; operates and maintains movable and fixed bridges
- Provides maintenance of street trees and landscaped areas

- **Traffic Operations:**

- Sets and monitors the timing of all county traffic signal systems and networks
- Administers the safety program for the bureau
- Maintains existing traffic signal, highway lighting and general street lighting equipment

- Inspects and tests new traffic signal control equipment
- Advises on traffic signal and lighting construction projects
- Installs and maintains all traffic and street name signs, pavement markings and bikeway striping
- Administers the Graffiti Removal Program

MISSION:

To monitor, evaluate, and continuously improve the transportation system by:

- Maintaining and operating the existing infrastructure to the standard for which it was designed
- Respecting the environment in our daily activities
- Cooperating with others to address common interests
- Planning, designing, and constructing transportation facilities to accommodate a changing community
- Using public funds responsibly
- Informing and educating our customers on transportation issues

GOALS:

- Increase customer awareness of what the Department of Transportation does to serve the community.
- Improve the turn-around time for reviewing private development plans.
- Design safe and efficient transportation facilities in a cost-effective manner.
- Increase the number of square feet of pavement repairs that are done each year to maintain the roads in the condition that they were constructed or previously improved.
- Maintain the quality of all regulatory, warning and guide signs through a 7-10 year repair or replacement program.
- Control the vegetation growth along streets and highways to prevent the deterioration of paved surfaces, improve drainage and insure visibility of roadside markers and signs.
- Improve travel times throughout the County by reducing delays and increasing the average speed over the length of a given corridor.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The City of Elk Grove decided not to retain the services of the Department of Transportation in the areas of traffic engineering and planning, program management, right-of-way and design services, and operations/maintenance engineering support.
- Total revenue decreased by \$1.9 million due to the reduced funding expected from federal and state government sources through the Road Fund and Transportation Sales Tax Fund. This revenue is used to fund maintenance projects throughout the County.
- Salaries and Benefits decreased by a net \$1.4 million due to reduced salaries and wages for regular employees. In addition, two positions were deleted midyear in Fiscal Year 2002-03.
- Services and Supplies expenditures were lower in Fiscal Year 2002-03 due to reductions in many service and supply accounts that reflect the reduced level of services to the City of Elk Grove.
- The “Depreciation/Amortization” budget category decreased by \$28,203. This is attributable to the reduction of depreciation expenses budgeted by the Department.

SIGNIFICANT CHANGES FOR 2003-04:

- Total revenue decreased by \$1.3 million due to federal and state government sources through the Road Fund and Transportation Sales Tax Fund. Revenue expected from the Governor’s Transportation Improvement Program (GTIP) funding was lost due to State budget cuts. This revenue was to be used for Countywide road maintenance. Additional revenue is expected from the City of Citrus Heights for the Battery Backup Unit Installation Project. This project is to be completed outside of the contracted work with the City.
- Salaries and benefits increased by a net \$1.3 million to cover the cost of COLA’s, workers compensation insurance, and enhanced retirement benefits.
- Services and Supplies expenditures decreased \$1.9 million in Fiscal Year 2003-04 due to decreases in many service and supply accounts that reflect the decreased level of services to maintenance projects and programs throughout the County.
- The “Other Charges” budget category decreased by \$540,807. This is attributable to the decrease in the countywide cost allocation budgeted by the Department.

- Revenue sources for the Department of Transportation are indicated below:

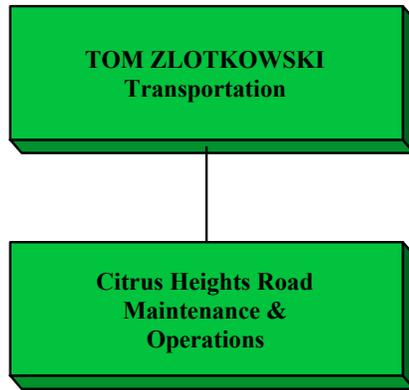
<u>REVENUE SOURCE</u>	<u>ADOPTED BUDGET</u>
Road Fund	\$36,079,437
Transportation Sales Tax	4,072,400
City of Elk Grove	0
County Service Area #1	1,276,604
Developer Fees	460,500
City of Citrus Heights	1,043,700
Other	<u>2,248,810</u>
Total:	<u>\$45,181,451</u>

2003-04 PROGRAM INFORMATION

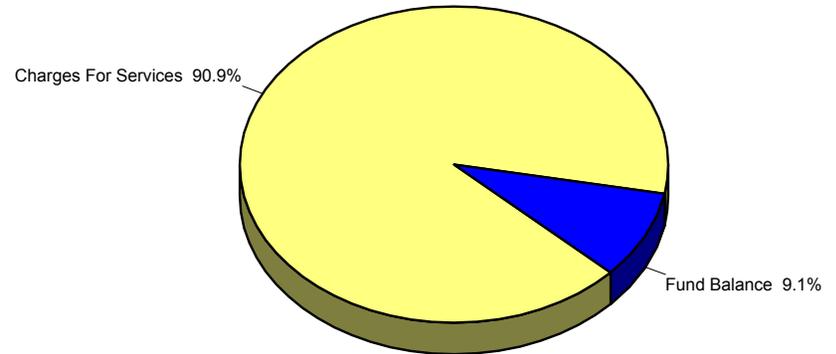
Budget Unit: 2600000 Public Works-Transportation		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	Division Administration	3,619,032	3,512,032	107,000	0	0	19.0	1	
Program Description: Administrative support unit for Transportation Division									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Provides administrative and financial support services for the Department Measure: N/A									
002	Plan, Engineer & Design	6,928,863	0	6,928,863	0	0	60.5	4	
Program Description: Transportation planning, engineering & design support									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Provide engineering planning, programming, and capitol projects design services for the Department Measure: Deliver 75% of capitol projects for construction per adopted budget. Provide responses per MOU timelines 90% of the time.									
003	Pavement Maintenance	7,683,279	0	7,683,279	0	0	50.0	16	
Program Description: Maintain & repair all public streets in County									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Investigate pavement and roadside service requests north of the American River within 4 business days. Measure: Complete 80% of investigations for non-emergencies request within prescribed timeframe.									
004	Maintenance Operations	6,425,495	0	6,425,495	0	0	48.0	22	
Program Description: Engineering services for materials and application processes									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Provides engineering support for the various Transportation Maintenance Sections and deliver maintenance contracts. Measure: Deliver maintenance contracts per annual plan endorsed by the Board. Result Statement: Improve travel times on selected corridors. Measure: Improve average speed by 2 MPH, reduce delays by 15 seconds, and reduce number of stops by 1 within the pre-determined limits of a corridor. Result Statement: Complete traffic safety investigations Countywide within 10 business days. Measure: Complete 80% of investigations for non-emergencies request within prescribed timeframe.									
005	Operations Administration	2,706,175	2,594,255	111,920	0	0	22.0	6	
Program Description: Provides administrative services for the maintenance bureau									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Provides administrative and financial support services for the M & O division Measure: N/A									

Budget Unit: 2600000 Public Works-Transportation		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
006	Signal/Street Light Maintenance	5,453,434	0	5,453,434	0	0	35.0	26	
Program Description: Maintain & improve street lights and traffic signals									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Complete all monthly preventive maintenance as scheduled. Respond to signal trouble reports within one hour of notification. Measure: Attain 98% compliance with prescribed timeframe.									
007	Signs & Marker Maintenance	5,482,551	0	5,482,551	0	0	46.0	27	
Program Description: Install & maintain signs and road markings									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Complete all seasonally planned maintenance as scheduled. Respond to trouble calls and work orders within prescribed response times. Measure: Attain 95% compliance with prescribed timeframes.									
008	Roadside Maintenance	7,669,990	0	7,669,990	0	0	54.0	16	
Program Description: Maintain/operate bridges, maintain culverts, walkways, etc.									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Investigate pavement and roadside service requests south of the American River and bridge requests Countywide within 4 business days. Measure: Complete 80% of investigations for non-emergencies request within prescribed timeframe.									
009	Landscape Maintenance	5,318,919	0	5,318,919	0	0	39.0	15	
Program Description: Maintain street trees & landscaped areas									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Respond to hazardous trees/limbs that have fallen in the right of way and obstructing traffic within 2 hours of notification. Measure: Respond to 85% of traffic obstructions within prescribed timeframe.									
TOTAL:		51,287,738	6,106,287	45,181,451	0	0	373.5	133	

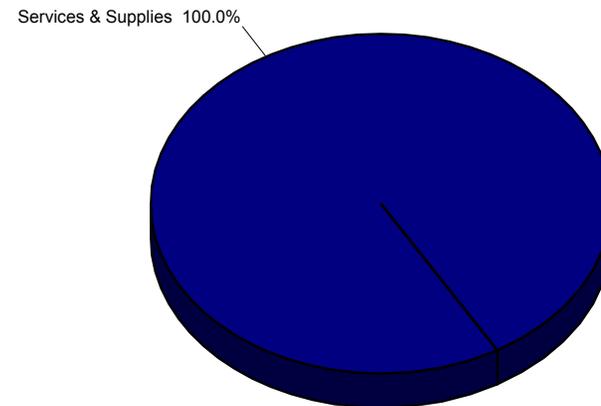
Departmental Structure



Financing Sources



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

UNIT: 2915000 Citrus Heights Road Maintenance & Operations
 DEPARTMENT HEAD: TOM ZLOTKOWSKI

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR: 2003-04

CLASSIFICATION
 FUNCTION: PUBLIC WAYS & FACILITIES
 ACTIVITY: Public Ways
 FUND: CITRUS HEIGHTS ROAD MAINTENANCE

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	905,671	1,180,971	399,430	1,154,808	1,154,808
Total Finance Uses	905,671	1,180,971	399,430	1,154,808	1,154,808
Reserve Provision	0	19,250	19,250	0	0
Total Requirements	905,671	1,200,221	418,680	1,154,808	1,154,808
Means of Financing					
Fund Balance	49,325	123,180	123,180	104,808	104,808
Reserve Release	10,975	0	0	0	0
Use Of Money/Prop	6,576	6,765	0	0	0
Charges for Service	961,975	1,076,584	295,500	1,050,000	1,050,000
Total Financing	1,028,851	1,206,529	418,680	1,154,808	1,154,808

PROGRAM DESCRIPTION:

- On April 28, 1998, the Board of Supervisors approved the establishment of the Citrus Heights Road Maintenance and Operations Fund. Its purpose is to monitor all maintenance and operational costs incurred within the boundaries of the City of Citrus Heights by personnel and equipment of the Sacramento County Department of Transportation.
- The scope and level of services provided by the County of Sacramento are indicated in an annual service plan agreed to by both the County and City of Citrus Heights.

MISSION:

To provide road maintenance and operational services to the City of Citrus Heights in areas that lie within their boundaries.

GOALS:

On a contractual basis, perform quality and timely maintenance on the streets and lighting systems in the City of Citrus Heights.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- In June of 2002, the City of Citrus Heights and the County of Sacramento agreed to a 90-day extension of the 1997 Agreement that expired on June 30, 2002. The extension allowed the County and the City time to resolve the liability insurance and other related issues and complete the review and approval process for another 5-year agreement. The extension expired on September 30, 2002. The County and the City entered into a new long-term agreement effective October 1, 2002. The agreement, which is subject to amendments, is valid through July 1, 2007, and requires annual budget submittals approved by both entities. Funding is provided by the City of Citrus Heights for services rendered.
- Maintenance and Operation services increased \$683,041 due to the new contract.
- The new 5-year contract eliminated provisions for reserves. The \$98,500 reserve balance was returned to the City of Citrus Heights.
- The City was reimbursed for prior-year revenue in excess of expenditures and interest totaling \$103,930.

SIGNIFICANT CHANGES FOR 2003-04:

- Each year the county's Department of Transportation and the City of Citrus Heights mutually agree on a budget for road maintenance and operations within the City's boundaries. Maintenance and operations services increased \$754,500.
- The City of Citrus Heights reimburses the Sacramento County Department of Transportation for services rendered. In order to insure there is sufficient cash on hand to cover required expenditures between the time expenses are incurred and reimbursements received, a working capital reserve was maintained. The current 5-year contract between the City and County eliminated provisions for reserves.

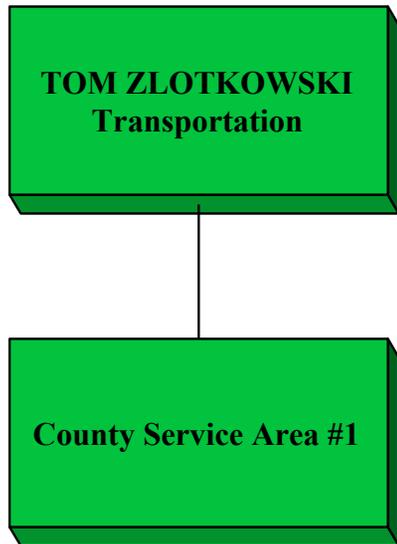
2003-04 ADOPTED FINAL BUDGET RESERVE BALANCE:

Working Capital Reserve **\$0**

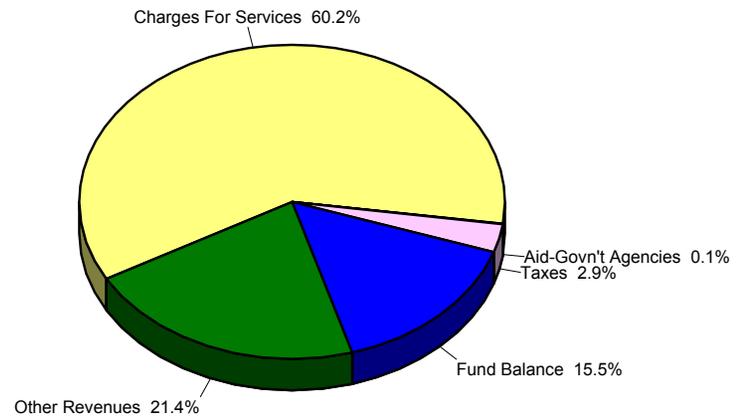
2003-04 PROGRAM INFORMATION

Budget Unit: 2915000 Citrus Heights Road Maintenance		Agency: Public Works						
<i>Program Number and Title</i>		<i>Appropriations</i>	<i>Inter/Intrafund Reimbursements</i>	<i>Revenues</i>	<i>Carryover</i>	<i>Net Allocation</i>	<i>Position</i>	<i>Vehicles</i>
FUNDED		Program Type: MANDATED						
001	CH Maintenance/Operations	1,154,808	0	1,050,000	104,808	0	0.0	0
Program Description: Funding for road construction/maintenance in Citrus Heights								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Result Statement: Perform and coordinate maintenance, operations, and emergency response services with incorporated City's & provide monthly accomplishment and cost reports. Measure: Provide response time as specified in maintenance agreement endorsed by the Board								
TOTAL:		1,154,808	0	1,050,000	104,808	0	0.0	0

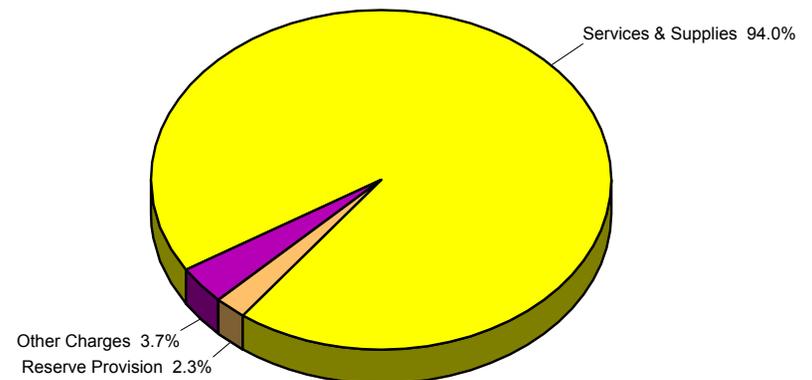
Departmental Structure



Financing Sources



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: CSA No. 1
2530000

FUND: CSA NO. 1
253A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	3,557,812	2,915,350	3,523,180	4,520,778	4,520,778
Other Charges	98,080	188,819	178,792	176,863	176,863
Intrafund Charges	85,802	0	0	0	0
Intrafund Reimb	-85,802	0	0	0	0
Total Finance Uses	3,655,892	3,104,169	3,701,972	4,697,641	4,697,641
Reserve Provision	86,472	0	0	109,615	109,615
Total Requirements	3,742,364	3,104,169	3,701,972	4,807,256	4,807,256
Means of Financing					
Fund Balance	105,115	139,888	139,888	744,768	744,768
Reserve Release	338,075	478,999	478,999	0	0
Taxes	142,055	170,229	138,956	138,000	138,000
Use Of Money/Prop	70,274	33,842	41,103	28,000	28,000
Aid-Gov'n't Agencies	2,724	3,364	2,344	3,000	3,000
Charges for Service	2,740,240	2,900,821	2,890,682	2,893,488	2,893,488
Other Revenues	162,287	76,425	10,000	1,000,000	1,000,000
Total Financing	3,560,770	3,803,568	3,701,972	4,807,256	4,807,256

PROGRAM DESCRIPTION:

County Service Area No. 1 (CSA-1) provides funding to plan, design, construct and maintain street and highway safety lighting facilities along streets and intersections in the unincorporated area of Sacramento County. Services include:

- Maintenance, repair and replacement of street light poles and fixtures, including changing light bulbs, painting, photoelectric cell repair or replacement, and repairing damage caused by automobile accidents, vandalism, time and weather.
- Electrical conduit and pullbox repair and replacement due to damage by construction and weather.
- Payment of electrical bills for the existing street lighting system.

- Responding to citizens and Board members inquiries and complaints regarding street lighting.
- Undertaking remedial projects for major repairs or upgrading of facilities.
- Providing financing for the installation of highway safety street lights along major streets and intersections (SMUD does actual installation).
- Maintaining street light inventory, pole numbering and mapping data bases.
- Acquiring land, easements and rights-of-way necessary to maintain the street and highway safety lighting system.

MISSION:

To provide street and highway safety lighting services in the unincorporated area of Sacramento County using special assessment financing.

GOALS:

- Maintain the street and highway safety lighting systems in Sacramento County at optimal operating capacity to help insure the safety of residents and visitors.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Department retained a research group to perform a telephone survey of 400 property owners within CSA-1 to determine under what conditions property owners would approve service charge increases.
- Services and Supplies total expenditures came in under budget due to a decrease in electricity costs of \$371,887 and reduced labor rates causing a decrease in maintenance labor of \$174,512.
- The study of corrosion in decorative street light equipment constructed of aluminum was completed.

SIGNIFICANT CHANGES FOR 2003-04:

- The budget amount for electricity decreased by \$231,775. The budget amount for maintenance support services increased by \$140,445.
- Election consultants to conduct a ballot protest procedure in 2004 for \$1,000,000 is allocated from the Road Fund. If the effort is successful, these funds will be repaid from CSA-1 service charge revenues over a five-year period.
- Revenue sources for CSA-1 are indicated below:

<u>REVENUE SOURCE</u>	<u>ADOPTED BUDGET</u>
Assessments	\$2,893,488
Reserve Release	0
Property Taxes	138,000
Interest	28,000
Fund Balance	744,768
Other	<u>1,003,000</u>
Total:	<u>\$4,807,256</u>

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

Working Capital Reserve **\$851,140**

- Service charges are placed on the property tax bills of residents in CSA-1 to fund all street and highway safety lighting services. Since property taxes are only paid twice a year (December and April), a Working Capital Reserve is needed to pay for on-going expenses from July 1 until the first of the two service charge installments is received.

Rate Stabilization Reserve **\$516,094**

- The Rate Stabilization Reserve was established in Fiscal Year 1995-96 with funds made available from the Special District Augmentation Fund. Its purpose is to stabilize service charge rates and mitigate sharp increases as a result of higher operating costs (i.e., electricity rates, equipment prices, service charges, etc.). There will be an increase of \$109,615 in this reserve.

SUPPLEMENTAL INFORMATION:

Service charge rates are established to distribute costs in proportion to the benefits received for providing street and highway safety lighting services to properties in CSA-1. They are collected for the portion of total operating and maintenance expenses not offset by other financing sources such as property taxes, interest income and fund balance.

Listed below are the annual service charges made in 2001-02, 2002-03 and those that will be levied in 2003-04:

Type	2001-02	2002-03	2003-04
Highway Safety Lighting - Residential (Per Parcel)	\$2.56	\$2.56	\$2.56
Street Lighting - Residential (Per Parcel)	\$15.32	\$15.32	\$15.32
Street Lighting - Commercial (Per Front Footage)	0.2519	0.2519	0.2519

SUPPLEMENTAL INFORMATION:

Work Activity Detail

Adopted Final 2002-03	Actual 2002-03	Adopted Final 2003-04	INCREASE/(REDUCTION)	
			2002-03 Final To Actual 2002-03	2002-03 Final To Final 2003-04

STREET LIGHTING SERVICES

Appropriation:

Services & Supplies	2,883,822	2,383,362	4,006,899	(500,460)	1,123,077
Other Charges	141,638	87,702	73,218	(53,936)	(68,420)
Intrafund Charges	0	0	0	0	0
Intrafund Reimbursements	0	0	0	0	0
Provision for Reserve	0	0	0	0	0
Total	3,025,460	2,471,064	4,080,117	(554,396)	1,054,657

Financing:

Fund Balance	110,671	110,671	645,818	0	535,147
Reserve Release	448,045	448,045	0	0	(448,045)
Property Taxes	141,300	173,593	141,000	32,293	(300)
Interest Income	34,703	29,907	25,000	(4,796)	(9,703)
Service Charges	2,280,741	2,268,240	2,268,299	(12,501)	(12,442)
Other	10,000	76,425	1,000,000	66,425	990,000
Total	3,025,460	3,106,881	4,080,117	81,421	1,054,657

HIGHWAY SAFETY LIGHTING SERVICES

Appropriation:

Services & Supplies	639,358	531,988	513,879	(107,370)	(125,479)
Other Charges	37,154	101,117	103,645	63,963	66,491
Intrafund Charges	0	0	0	0	0
Intrafund Cost Recovery	0	0	0	0	0
Provision for Reserve	0	0	109,615	0	109,615
Total	676,512	633,105	727,139	(43,407)	50,627

Financing:

Fund Balance	29,217	29,217	98,950	0	69,733
Reserve Release	30,954	30,954	0	0	(30,954)
Property Taxes	0	0	0	0	0
Interest Income	6,400	3,935	3,000	(2,465)	(3,400)
Service Charges	609,941	632,581	625,189	22,640	15,248
Other Revenues	0	0	0	0	0
Total	676,512	696,687	727,139	20,175	50,627

SUPPLEMENTAL INFORMATION:

Work Activity Detail

Adopted Final 2002-03	Actual 2002-03	Adopted Final 2003-04	INCREASE/(REDUCTION)	
			2002-03 Final To Actual 2002-03	2002-03 Final To Final 2003-04

TOTAL BUDGET UNIT

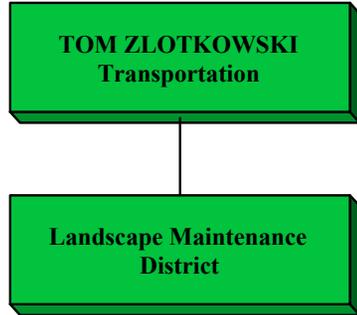
Appropriation:

Services & Supplies	3,523,180	2,915,350	4,520,778	(607,830)	997,598
Other Charges	178,792	188,819	176,863	10,027	(1,929)
Intrafund Charges	0	0	0	0	0
Intrafund Cost Recovery	0	0	0	0	0
Provision for Reserve	0	0	109,615	0	109,615
Total	3,701,972	3,104,169	4,807,256	(597,803)	1,105,284

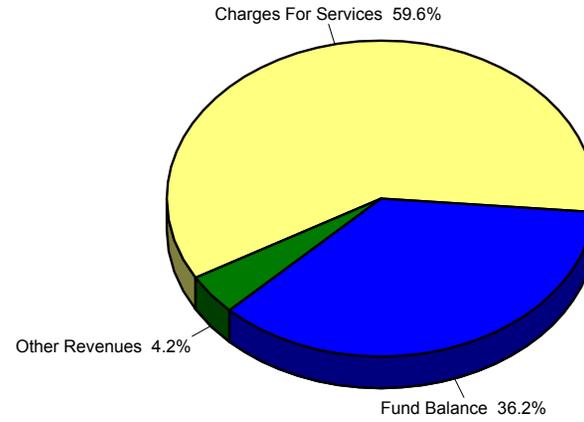
Financing:

Fund Balance	139,888	139,888	744,768	0	604,880
Reserve Release	478,999	478,999	0	0	(478,999)
Property Taxes	141,300	173,593	141,000	32,293	(300)
Interest Income	41,103	33,842	28,000	(7,261)	(13,103)
Service Charges	2,890,682	2,900,821	2,893,488	10,139	2,806
Other	10,000	76,425	1,000,000	66,425	990,000
Total	3,701,972	3,803,568	4,807,256	101,596	1,105,284

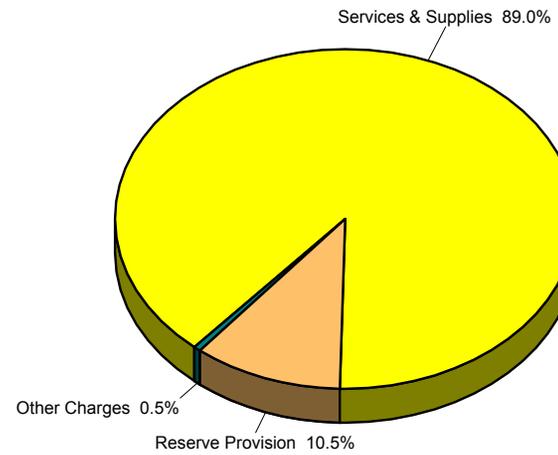
Departmental Structure



Financing Sources



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

UNIT: Landscape Maintance District
 3300000

FUND: SACTO CO LMD ZONE 1
 330A

SCHEDULE 16C
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	546,184	529,560	881,616	739,416	739,416
Other Charges	0	0	5,760	4,416	4,416
Total Finance Uses	546,184	529,560	887,376	743,832	743,832
Reserve Provision	0	0	0	86,930	86,930
Total Requirements	546,184	529,560	887,376	830,762	830,762
Means of Financing					
Fund Balance	66,053	279,157	279,157	300,784	300,784
Reserve Release	139,465	94,975	94,975	0	0
Use Of Money/Prop	35,126	43,293	26,000	35,215	35,215
Charges for Service	487,263	494,273	487,244	494,763	494,763
Other Revenues	-6,519	0	0	0	0
Total Financing	721,388	911,698	887,376	830,762	830,762

PROGRAM DESCRIPTION:

- The Landscape Maintenance District provides funding for the maintenance of approximately 2.1 million square feet of landscaped corridors, medians and the natural open spaces that exist throughout the County.
- Landscape maintenance performed within the District by private landscaping firms, under contract with the County, includes:
 - Lawn, shrub and ground cover maintenance, including: mowing, trimming, weed and pest control, fertilization and water management
 - Tree maintenance, including pruning, fertilization, staking, stake removal, guying and pest control
 - Removal of litter, debris and weeds from medians, sidewalks and gutters

- Maintenance, repair and replacement of irrigation heads, valves, backflow preventors, pumps and controllers
- Plant material replacement
- Landscape architectural support staff duties performed for the District include:
 - Preparation of landscape maintenance contract specifications and management of landscape maintenance contracts
 - Inspections of the landscape maintenance contractor's work to ensure the contractor is meeting specifications
 - Management of payments to landscape contractors and utilities
 - Preparation of contracts for major repairs or upgrading of facilities

MISSION:

To maintain the landscaped corridors, medians and natural open spaces in the unincorporated area of Sacramento County using special assessment financing.

GOALS:

- Enhance the quality of life of Sacramento County’s residents by maintaining a landscaped environment that is safe, conservation oriented and aesthetically pleasing.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Due to the projected depletion of reserves and possible need for a rate increase ballot procedure, the Special Repair Project /Central Irrigation System (CIS) is on hold.
- Developer deposits totaling \$23,344 were transferred into Zone 4 to reimburse annexation costs.

SIGNIFICANT CHANGES FOR 2003-04:

- There are currently two landscape maintenance contracts for the District, one for each Zone. The current contracts will expire on December 31, 2003. Contracts for both Zones will be re-bid in the fall of 2003 to provide continuity of service. Each contract will be bid for one year, with two one-year extension options. The budget for contracts decreased by \$72,434. The CIS project decreased by \$70,000.
- Provision for reserves increased by \$86,930 for the Rate Stabilization Reserve to help fund operations in future years. Assessment rates will remain unchanged for Fiscal Year 2003-04.
- Revenue sources for the Landscape Maintenance District are indicated below:

<u>REVENUE SOURCE</u>	<u>ADOPTED BUDGET</u>
Assessments	\$494,763
Reserve Release	0
Fund Balance	300,784
Interest	18,000
Other	<u>17,215</u>
Total:	<u>\$830,762</u>

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

Working Capital Reserve **\$236,000**

- Service charges are placed on the property tax bills of residents in the Landscape Maintenance District to pay for maintenance, electricity and water services. Since property taxes are only paid twice a year (December and April), a Working Capital Reserve was established to pay for ongoing operating expenses from July 1 until the first of the two service charge installments is received.

Future Project Reserve **\$175,499**

- This reserve is used to accumulate funds for large-scale projects that will be undertaken in subsequent fiscal years. Funds get released from this reserve to lessen the financial impact that a large-scale project can have on the level of services provided.

Rate Stabilization Reserve **\$219,275**

- Rate Stabilization Reserves were established for Zones 4 and 5 in Fiscal Year 1998-99 to stabilize service charge rates and mitigate sharp increases as a result of higher operating costs. In Fiscal Year 2003-04 this reserve will be increased by \$86,930.

SUPPLEMENTAL INFORMATION:

Service charges represent the cost of providing landscaping services in each zone. They are collected for the portion of total operating and maintenance costs not offset by other financing sources such as interest income and fund balance.

Listed below are the annual service charges made in 2001-02, 2002-03 and those that will be levied in 2003-04.

Type	2001-02	2002-03	2003-04
Zone 1	*N/A	*N/A	*N/A
Zone 2	*N/A	*N/A	*N/A
Zone 3	**N/A	**N/A	**N/A
Zone 4 - Per Acre	\$66.51	\$66.51	\$66.51
Zone 4 - Per Parcel	\$42.50	\$42.50	\$42.50
Zone 5- Median (Per Acre)	\$30.48	\$30.48	\$30.48
Zone 5 - Zinfandel Rate (Per Acre)	\$1,413.24	\$1,413.24	\$1,413.24

*Zones 1 and 2 are now completely within the boundaries of the City of Citrus Heights.

**Zone 3 was merged into Zone 4 in Fiscal Year 1999-00.

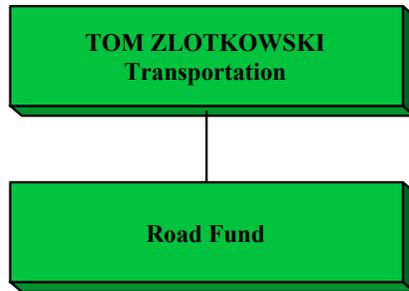
SUPPLEMENTAL INFORMATION:

Work Activity Detail

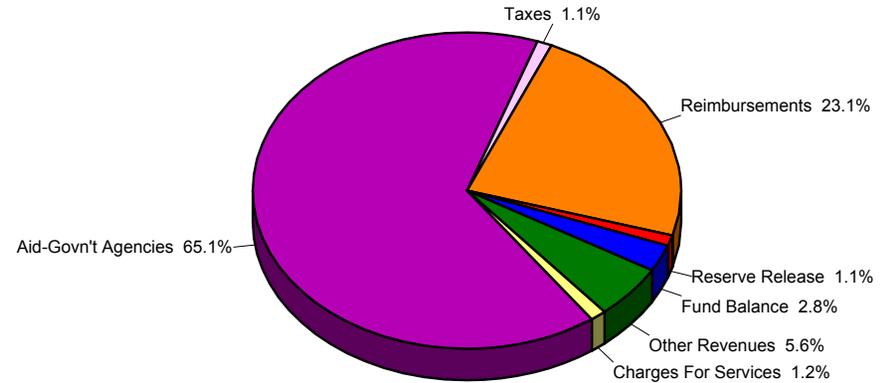
	Adopted Final 2002-03	Actual 2002-03	Adopted Final 2003-04	INCREASE/(REDUCTION)	
				2002-03 Final	2002-03 Final
				To Actual	To Final
	2002-03	2003-04	2002-03	2003-04	
ZONE 4					
Appropriation:					
Services & Supplies	737,006	472,570	561,861	(264,436)	(175,145)
Other Charges	5,560	0	4,216	(5,560)	(1,344)
Provision for Reserve	0	0	55,239	0	55,239
Total	742,566	472,570	621,316	(269,996)	(121,250)
Financing:					
Fund Balance	234,357	234,357	176,101	0	(58,256)
Reserve Release	80,709	80,709	0	0	(80,709)
Interest Income	20,000	13,483	13,000	(6,517)	(7,000)
Special Assessments	407,500	414,402	415,000	6,902	7,500
Other Revenue	0	23,344	17,215	23,344	17,215
Total	742,566	766,295	621,316	23,729	(121,250)
ZONE 5					
Appropriation:					
Services & Supplies	144,610	56,990	177,555	(87,620)	32,945
Other Charges	200	0	200	(200)	0
Provision for Reserve	0	0	31,691	0	31,691
Total	144,810	56,990	209,446	(87,820)	64,636
Financing:					
Fund Balance	44,800	44,800	124,683	0	79,883
Reserve Release	14,266	14,266	0	0	(14,266)
Interest Income	6,000	6,466	5,000	466	(1,000)
Special Assessments	79,744	79,871	79,763	127	19
Total	144,810	145,403	209,446	593	64,636
TOTAL BUDGET UNIT					
Appropriation:					
Services & Supplies	881,616	529,560	739,416	(352,056)	(142,200)
Provision for Reserve	0	0	86,930	0	86,930
Other Charges	5,760	0	4,416	(5,760)	(1,344)
Total	887,376	529,560	830,762	(357,816)	(56,614)
Financing:					
Fund Balance	279,157	279,157	300,784	0	21,627
Reserve Release	94,975	94,975	0	0	(94,975)
Interest Income	26,000	19,949	35,215	(6,051)	9,215
Special Assessments	487,244	494,273	494,763	7,029	7,519
Other Revenue	0	23,344	0	23,344	0
Total	887,376	911,698	830,762	24,322	(56,614)

NOTE: Zones 1 and 2 are completely within the boundaries of the City of Citrus Heights.
Zone 3 has been merged into Zone 4.

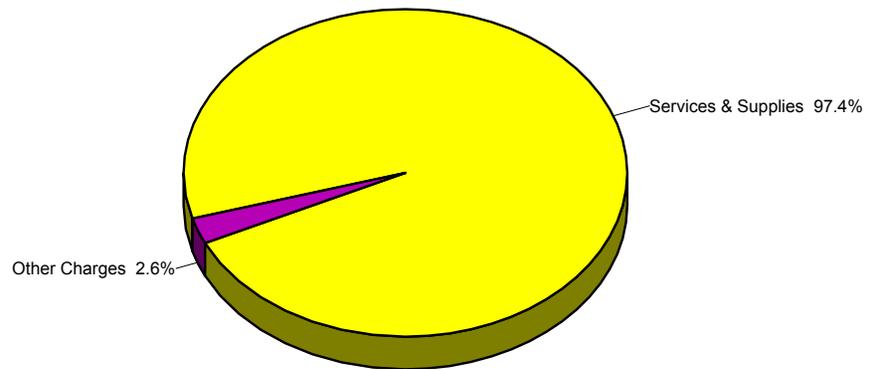
Departmental Structure



Financing Sources



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 2900000 Roads
DEPARTMENT HEAD: TOM ZLOTKOWSKI

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

CLASSIFICATION
FUNCTION: PUBLIC WAYS & FACILITIES
ACTIVITY: Public Ways
FUND: ROAD

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	69,394,013	50,372,473	80,108,314	65,734,070	65,734,070
Other Charges	957,606	1,094,103	1,645,838	1,725,000	1,725,000
Interfund Reimb	-13,075,594	-13,691,943	-26,847,026	-15,607,761	-15,607,761
Total Finance Uses	57,276,025	37,774,633	54,907,126	51,851,309	51,851,309
Reserve Provision	30,000	30,000	30,000	0	0
Total Requirements	57,306,025	37,804,633	54,937,126	51,851,309	51,851,309
Means of Financing					
Fund Balance	18,254,591	4,316,515	4,316,515	1,881,434	1,881,434
Reserve Release	0	0	0	723,644	723,644
Taxes	726,950	1,181,304	675,473	741,473	741,473
Licenses/Permits	720,472	492,277	550,000	1,005,000	1,005,000
Use Of Money/Prop	797,824	313,664	1,212,100	578,905	578,905
Aid-Gov'n't Agencies	33,921,357	33,755,704	42,404,709	43,886,549	43,886,549
Charges for Service	271,037	423,417	718,000	832,950	832,950
Other Revenues	884,824	1,670,155	5,060,329	2,201,354	2,201,354
Total Financing	55,577,055	42,153,036	54,937,126	51,851,309	51,851,309

PROGRAM DESCRIPTION:

- The Road Fund provides financing for the construction and maintenance of Sacramento County’s road systems through planning; environmental analysis; traffic engineering and design; operations; traffic signals, street lights, signs and markings; rights-of-way acquisitions; safety related improvements; and radar/speed control. This includes monitoring and maintaining:
 - 2,343 centerline miles of County roadways
 - 497 actuated signalized intersections

- 6 fire station signals
- 47 warning flashers
- 39 pedestrian signals
- 4 moveable bridge signals
- 9 master controllers for signal systems
- 30,156 street lights
- 4,262 safety street lights

- 157,000 pavement markers (Approximately)
- 140,000 traffic signs (Approximately)
- 183 miles of bikeways
- 297 major bridges (over 20'), 2673 minor bridges (under 20') and 6 moveable bridges
- 8,150 miles of striping
- 18 million linear feet of curb and gutter
- 15.0 million linear feet of residential sidewalk
- 1 Traffic Operations Center with 22 closed circuit TV cameras and 5 Dynamic Message Signs

(Note: Reductions reflect Citrus Heights and Elk Grove Incorporations)

- Sacramento County has three major funding sources for road activities:
 - 1) Road Fund,
 - 2) Sacramento Roadways Fund (Developer Fee)
 - 3) Transportation Sales Tax Fund.

Projects undertaken can receive funding from one or more of these sources. However, when there is more than one funding source, only one fund acts as the “manager” of a project and accounts for all costs associated with it. This requires that the fund acting as the manager include the entire cost of a project in its budget and recover shared costs through the Interfund reimbursement process.

MISSION:

To provide financing from gasoline taxes, sales tax receipts and other sources for construction and maintenance of the County’s transportation system.

GOALS:

Monitor, evaluate, maintain and continuously improve the transportation system to promote safety and efficiency of movement throughout the County of Sacramento.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Services and Supplies budgeted amounts were based on projects that could be completed within the fiscal year. However, delays were common when there were so many variables that can affect project schedules (e.g., environmental issues, inclement weather, public hearings, etc.). These delays resulted in actual expenditures coming in less than budgeted. The unspent portion of the funding is rebudgeted for use the following year.

- Right-of-way acquisition costs were considerably less than planned because funds budgeted for the following projects were not expended: Elk Grove Boulevard- Elk Grove Florin to Waterman (\$300,000), Sacramento Northern Bikeway Extensions (\$90,000). The funds for the bikeway projects have been rebudgeted for Fiscal Year 2003-04.
- The \$10 million contribution from the Transportation Sales Tax Fund for the Franklin Bridge at Mokelumne River project did not occur in Fiscal Year 2002-03. Consequently, the total received in Interfund reimbursements was well below the amount budgeted. A \$7.4 million Federal Grant has been budgeted for Fiscal Year 2003-04 as a major source of funding for this project.
- Force account labor expenditures were approximately \$2.9 million under budget which was approximately seven percent below the \$41.4 million budget.
- Revenues and expenditures in Fiscal Year 2002-03 were both below amounts budgeted. Total expenditures were \$37,774,631 and revenues were \$37,856,521. Contractual commitments of about \$2.5 million reduced the 2002-03 closing balance to \$1.8 million. This amount will be used for maintenance and construction expenses in Fiscal Year 2003-04.

SIGNIFICANT CHANGES FOR 2003-04:

- Maintenance projects that were not completed in Fiscal Year 2002-03 were rebudgeted. These include curb, gutter and sidewalk repairs and replacements; bridge painting; small safety-related projects; and soundwall repairs.
- Major construction projects being undertaken include: Franklin Road Bridge at Mokelumne River; Bradshaw Road Bridge at Morrison Creek; Florin Road and Fulton Avenue Enhancements; and Elk Grove Boulevard, Elk Grove Florin to Watermen.
- Force account labor was budgeted at approximately \$1.6 million below Fiscal Year 2002-03 levels, a reduction of approximately 4.0 percent. This is primarily due to the elimination of Governor’s Transportation Improvement Program (GTIP) funding by the State for the Fiscal Year 2003-04.
- Federal funding for road maintenance and construction is budgeted significantly above Fiscal Year 2002-03 receipts. This reflects the priority being placed by the President and Congress on infrastructure work needed in areas such as Sacramento County that are experiencing rapid population and housing growth. It is also based on eligibility for federal reimbursement on many projected 2003-04 expenditures.

- Revenue sources for the Road Fund are indicated in the table below:

<u>REVENUE SOURCE</u>	<u>ADOPTED BUDGET</u>
Federal/State Aid	\$20,582,552
Highway User (Gas) Tax	23,303,997
Fund Balance	1,881,434
Property/Sales Tax	741,473
Charges for Service	832,950
Licenses/Permits	1,005,000
Interest	578,905
Reserve Release	723,644
Other	<u>2,201,354</u>
Total:	<u>\$51,851,309</u>

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

Reserve for Long-term Liabilities **\$3,202,850**

- The Reserve for Long-term Liabilities was created as a result of an actuarial study of the County's Self-Insurance Fund that recommended reserve financing be maintained to cover potential liabilities. Use of this reserve depends on the number and size of claims made against the County that, when settled, may require cash payment in excess of the amount normally budgeted for such contingencies.

Reserve for Bradshaw/U.S. 50 Assessment District **\$0**

- The Reserve for Bradshaw/U.S.50 Assessment District was maintained to stay in compliance with governmental accounting practices of recognizing an outstanding loan to another entity. The Reserve had increased to \$723,644 but was released to the Road Fund during the year as the loan has been repaid. These funds will be utilized to finance Road Fund projects.

**ROAD FUND PROJECTS
SCHEDULE OF CONTRACT WORK 2003-04**

	<u>Adopted Budget</u>
<u>County Maintenance Contracts</u>	
CURB, GUTTER & SIDEWALK - TOBACCO	711,489
BRIDGE PAINT. PROJ. (FREEPORT BRIDGE)	450,000
DEL PASO RD CROSS CULV. REPL	85,000
ELVERTA RD CROSS CULV. REPL	80,000
HIGHWAY SAFETY LIGHT INSTALLATION	35,000
I-5 AT ELK GROVE BLVD LANDSCAPE MAINT	28,000
INTERSECTION RUTTING PROJECT	150,000
LANDSCAPE MAINTENANCE, VARIOUS LOCATIONS	456,777
MATHER FIELD INTERCHANGE LANDSCAPE US 50	900,000
MATHER FIELD LANDSCAPE MAINTENANCE	147,600
OFFSTREET BIKEWAY MAINTENANCE	8,400
RUBBER CHIP SEAL PROJ- PHASE IVB	450,000
SIGNAL APPURTENANCES PAINTING - NORTH	30,000
SIGNAL APPURTENANCES PAINTING - SOUTH	30,000
STREET LIGHT POLE PAINTING	15,000
STREET LIGHT REPLACEMENT NR. GEORG. SLOUGH	20,000
SUBTOTAL	<u>3,597,266</u>
<u>County Construction</u>	
BRADSHAW ROAD AT MORRISON CREEK	1,046,240
CO-OP CONTRACTS WITH OTHERS	850,000
ELK GROVE BLVD.- EG-FLORIN TO WATERMAN	1,346,755
FLORIN ENHANCEMENT	1,968,062
FRANKLIN BRIDGE MOKELUMNE RIVER	8,844,340
FRANKLIN STREETScape	2,009,875
FULTON ENHANCEMENT	2,415,489
SACRAMENTO NORTHERN BIKEWAY EXTENSIONS	1,100,000
SIDEWALK EMERGENCY CONTRACT	50,000
SMALL CONSTRUCTION PROJECT	426,874
SUBTOTAL	<u>20,057,635</u>
<u>Participating Projects</u>	
CO-OP-FOLSOM SPJPA	31,200
CO-OP SACOG BUDGET	56,301
CO-OP SOUTHGATE JPA	56,548
SUBTOTAL	<u>144,049</u>
<u>Right-of-Way Acquisition</u>	
FRANKLIN STREETScape	30,000
R.E. OLD PROJECTS- 015185	25,000
SUBTOTAL	<u>55,000</u>

**ROAD FUND PROJECTS
SCHEDULE OF CONTRACT WORK 2003-04**

	<u>Adopted Budget</u>
<u>County Labor</u>	
PUBLIC WORKS LABOR	38,977,852
OTHER COUNTY DEPARTMENTS LABOR	0
SUBTOTAL	38,977,852
<u>Miscellaneous Expenditures</u>	
ASSESSMENT COLLECTION FEES	13,500
BAD DEBT EXPENSE	30,000
BUSINESS PLAN	780
COMPASS SHARED COSTS	40,115
CONSULTANT SERVICES	305,547
ENCROACHMENT PERMITS	233,000
ENVIRONMENTAL WORK	118,400
EQUIPMENT CHARGES	34,000
FISCAL SERVICES	280,700
G.S. WORK REQUEST CHARGES	50,000
LIABILITY INSURANCE	1,529,129
MISCELLANEOUS PAYMENTS	12,600
PLANNING SERVICES	230,236
RIO LINDA BIKEWAY SECURITY SERVICES	19,867
USA'S	89,894
SUBTOTAL	2,987,768
<u>Road Fund Contributions To Other Funds</u>	
CONTRIBUTION TO OTHER FUNDS	1,639,500
SUBTOTAL	1,639,500
<u>Road Fund Contributions From Other Funds</u>	
BRADSHAW RD AT MORRISON CRK	(247,234)
ELK GROVE BLVD - EG-FLORIN TO WATERMAN	(1,110,291)
FUND 026 MAINT TRANSFER-IN	(11,605,952)
FRANKLIN BRIDGE AT MOKELUMNE RIVER	(1,844,553)
FLORIN ENHANCEMENT	(653,554)
REGIONAL TRANS & MULTIMODAL PLANNING SERVICES	(146,177)
SUBTOTAL	(15,607,761)
 GRAND TOTAL	 51,851,309

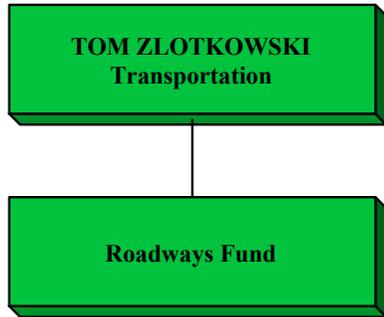
2003-04 PROGRAM INFORMATION

Budget Unit: 2900000 Roads

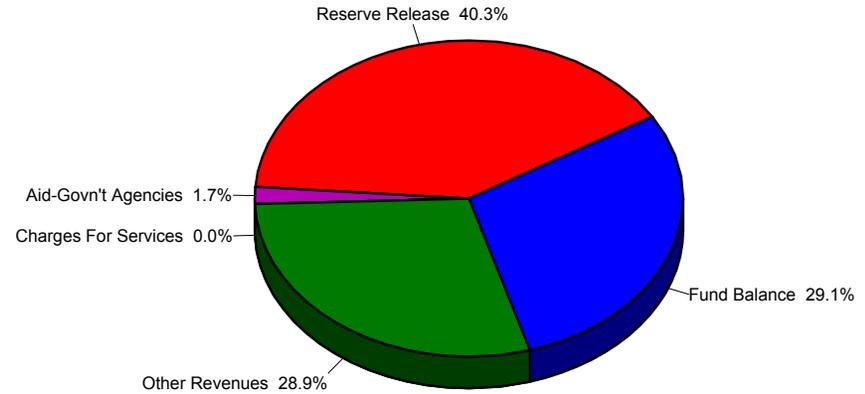
Agency: Public Works

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED						
001	Road Fund	67,459,070	15,607,761	49,969,875	1,881,434	0	0.0	0
Program Description:	Funding for road construction and maintenance							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Result Statement: Deliver capitol and maintenance projects and programs. Measure: Deliver 75% of projects for construction per adopted budget, deliver maintenance program per annual plan adopted by the Board.							
TOTAL:		67,459,070	15,607,761	49,969,875	1,881,434	0	0.0	0

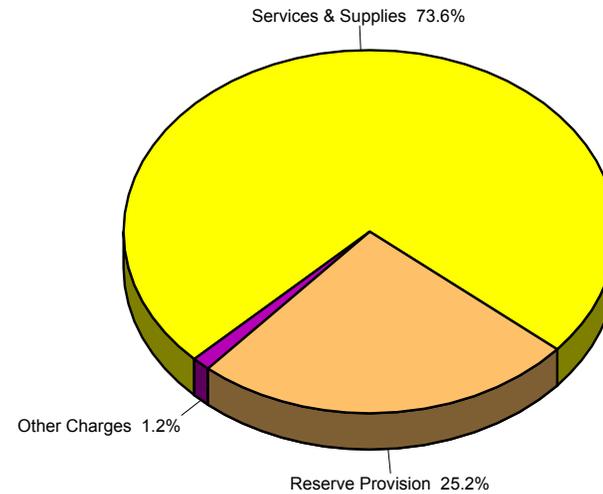
Departmental Structure



Financing Sources



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 2910000 Roadways
DEPARTMENT HEAD: TOM ZLOTKOWSKI

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

CLASSIFICATION
FUNCTION: PUBLIC WAYS & FACILITIES
ACTIVITY: Public Ways
FUND: ROADWAYS

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	779,395	5,258,834	7,998,975	5,526,516	5,526,516
Other Charges	25,364	9,756	50,300	210,000	210,000
Interfund Charges	994,130	1,880,648	3,363,508	6,883,577	6,883,577
Total Finance Uses	1,798,889	7,149,238	11,412,783	12,620,093	12,620,093
Reserve Provision	7,051,762	3,615,002	3,615,002	4,249,562	4,249,562
Total Requirements	8,850,651	10,764,240	15,027,785	16,869,655	16,869,655
Means of Financing					
Fund Balance	10,517,782	8,079,362	8,079,362	4,915,927	4,915,927
Reserve Release	546,958	2,007,923	2,007,923	6,792,750	6,792,750
Licenses/Permits	4,605,993	4,210,728	4,340,000	4,270,000	4,270,000
Use Of Money/Prop	871,158	586,323	500,000	461,500	461,500
Aid-Gov'n't Agencies	0	2,715,184	0	278,978	278,978
Charges for Service	300	0	0	500	500
Other Revenues	72,758	126,811	100,500	150,000	150,000
Total Financing	16,614,949	17,726,331	15,027,785	16,869,655	16,869,655

PROGRAM DESCRIPTION:

- The Roadways Fund provides financing for public road improvements within several geographical districts in response to land use decisions, population growth and anticipated future development - all requiring road improvements to mitigate traffic congestion. Development fees charged when commercial and residential building permits are approved provide funding. Fees collected are used within the districts that the permits are issued.

- Sacramento County has three major funding sources for road activities:

- 1) Road Fund
- 2) Sacramento Roadways Fund (Developer Fee)
- 3) Transportation Sales Tax Fund

Projects undertaken can receive funding from one or more of these sources. However, even when there is more than one funding source, only one fund acts as the "manager" of a project and accounts for all costs associated with

it. This requires that the fund acting as the manager includes the entire cost of a project in its budget and recover shared costs through the interfund reimbursement process.

MISSION:

To provide financing through building permit fees for needed transportation infrastructure improvements within specified fee districts in Sacramento County.

GOALS:

- Use the fees collected from developers to insure that roads are constructed and maintained at a level that promotes and supports well-planned housing and business development.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Services and Supplies accounts were underexpended by approximately \$2.7 million. This was almost exclusively due to the Hazel Avenue, Oak Avenue to County Line project in District - 3. Approximately \$3.4 million was spent on this contract out of a total budget of \$6.5 million. The balance was rolled over into Fiscal Year 2003-04.
- Interfund Charges came in about 56.6 percent below budget due to delays on projects managed by the Transportation Sales Tax Fund.
- Aid – Government Agencies, revenue was \$2.7 million higher than budgeted due to collection of Federal funding on the Hazel Ave project in District - 3. In addition, interest revenue was \$86,000 more than budgeted.
- Actual year-end Fund Balance was 39 percent lower than the previous year mainly due to the Hazel Avenue project.

SIGNIFICANT CHANGES FOR 2003-04:

- The Hazel Avenue, Oak Avenue to County Line project in District - 3 and the South Watt Avenue/Alderson Avenue to State Route 16 are major construction projects being managed by the Roadways Fund in Fiscal Year 2003-04. Consequently, the vast majority of funds budgeted for Services and Supplies are attributable to these projects.
- The Interfund Charges accounts show increases of more than 100 percent or \$3.5 million, due to rebudget and the rollover of unexpended amounts from the previous year in other funds.
- The amount being released from the reserves is \$4.78 million more this year than in Fiscal Year 2002-03. This is primarily due to the lower fund balance carried over into Fiscal Year 2003-04.

- Revenue sources for the Roadways Fund are indicated below:

<u>REVENUE SOURCE</u>	<u>ADOPTED BUDGET</u>
Fund Balance	\$4,915,927
Developer Fees	4,270,000
Reserve Release	6,792,750
Interest	461,500
Other	<u>429,478</u>
Total:	<u>\$16,869,655</u>

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCE:

Reserve for Future Construction \$17,699,630

- A Reserve for Future Construction is maintained for projects that are planned as part of the five to seven year Capital Improvement Plan or those projects required as a result of development. In Fiscal Year 2002-03 there was a total of \$20,242,808 reserved in the Roadways Fund for such projects. In Fiscal Year 2003-04 there will be a net decrease of \$2,543,188 in the reserve.

ROADWAYS
SCHEDULE OF CONTRACT WORK

	<u>Adopted Budget</u>
DISTRICT 1:	
Project Contributions:	
Elkhorn Blvd - Don Julio to Diablo	\$ 675,000
	<u>\$ 675,000</u>
County Labor:	
Public Works Labor	\$ 250
	<u>\$ 250</u>
Miscellaneous:	
COMPASS	\$ 690
Contingencies	2,149
Developer Fee Update Study	84,000
	<u>\$ 86,839</u>
TOTAL OF ALL PROJECTS DISTRICT 1	<u><u>\$ 762,089</u></u>
DISTRICT 2:	
Project Contributions:	
Fair Oaks Blvd - Marconi to Engle	\$ 749,921
	<u>\$ 749,921</u>
County Labor:	
Public Works Labor	\$ 200
	<u>\$ 200</u>
Miscellaneous:	
COMPASS	\$ 759
Contingencies	52,651
Developer Fee Update Study	50,000
	<u>\$ 103,410</u>
TOTAL OF ALL PROJECTS DISTRICT 2	<u><u>\$ 853,531</u></u>
DISTRICT 3:	
Project Contributions:	
Hazel Ave - American River to Madison Ave	\$ 609,464
	<u>\$ 609,464</u>
County Labor	
Public Works Labor	\$ 315,060
	<u>\$ 315,060</u>
Miscellaneous:	
COMPASS	\$ 1,405
Contingencies	550,000
Developer Fee Update Study	50,000
Reserve for future construction	3,994,504
Right-of-Way	10,000
Contract	1,003,000
Others	150,000
Equipment	35,000
	<u>\$ 5,793,909</u>
TOTAL OF ALL PROJECTS DISTRICT 3	<u><u>\$ 6,718,433</u></u>

ROADWAYS
SCHEDULE OF CONTRACT WORK

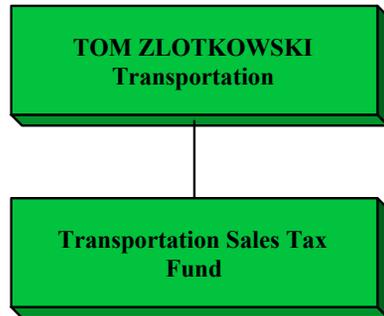
	<u>Adopted Budget</u>
DISTRICT 4:	
Project Contributions	
Bradshaw Road - Calvine Rd - Florin Rd	\$ 931,000
Bradshaw Road - Florin Road to Morrison Creek	3,578,734
Calvine Rd Kingsbridge to Bradshaw	339,458
	<u>\$ 4,849,192</u>
County Labor	
Public Works Labor	\$ 217,500
	<u>\$ 217,500</u>
Miscellaneous	
COMPASS	\$ 2,594
Contingencies	750,000
Developer Fee Update Study	50,000
Environmental	50,000
Equipment	35,000
Contract	1,700,000
Right-of-Way	200,000
	<u>\$ 2,787,594</u>
TOTAL OF ALL PROJECTS DISTRICT 4	<u><u>\$ 7,854,286</u></u>
DISTRICT 7:	
County Labor	
Public Works Labor	\$ 250
	<u>\$ 250</u>
Miscellaneous	
Reserve for future construction	\$ 255,058
COMPASS	328
Contingencies	10,000
Developer Fee Update Study	50,000
	<u>\$ 315,386</u>
TOTAL OF ALL PROJECTS DISTRICT 7	<u><u>\$ 315,636</u></u>
DISTRICT 8:	
County Labor	
Public Works Labor	\$ 5,000
	<u>\$ 5,000</u>
Miscellaneous	
COMPASS	\$ 2,672
Miscellaneous Expenses	358,008
	<u>\$ 360,680</u>
TOTAL DISTRICT 8	<u><u>\$ 365,680</u></u>
TOTAL FOR ALL DISTRICTS	<u><u>\$ 16,869,655</u></u>

2003-04 PROGRAM INFORMATION

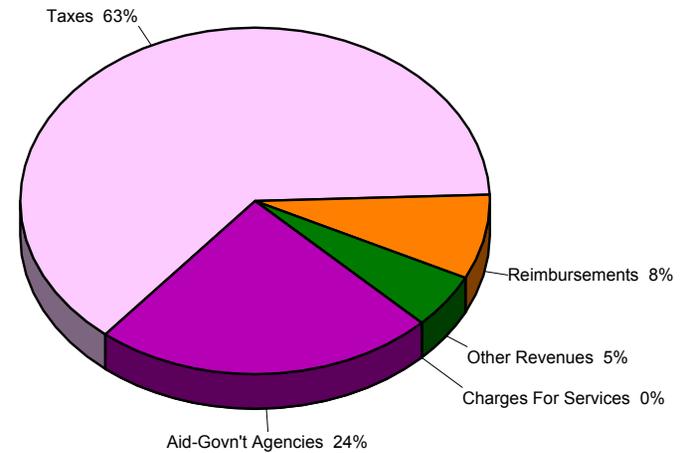
Budget Unit: 2910000 Roadways		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	District 1 Roadways	762,089	0	472,677	289,412	0	0.0	0	
Program Description: Road maintenance & construction within Fee District 1									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Construct Elkhorn Blvd– Don Julio to Diablo Project. Measure: Elkhornproject under construction in 03/04									
002	District 2 Roadways	853,531	0	756,059	97,472	0	0.0	0	
Program Description: Road maintenance & construction within Fee District 2									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Develop design of Fair Oaks Blvd – Marconi to Engle Project Measure: Preliminary design and environmental document underway in 03/04									
003	District 3 Roadways	6,718,433	0	2,578,978	4,139,455	0	0.0	0	
Program Description: Road maintenance & construction within Fee District 3									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Complete Hazel Ave – Oak to County Line, develop design of Hazel Ave – Gold Country to Madison Measure: Construction complete on Hazel – Oak to County Line, design and environmental underway on Hazel – Gold Country to Madison									
004	District 4 Roadways	7,854,286	0	7,761,014	93,272	0	0.0	0	
Program Description: Road maintenance & construction within Fee District 4									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Design and construct road projects per adopted budget Measure: Begin construction on Calvine Road and Bradshaw at Morrison Creek Projects, continue design of S. Watt and Bradshaw Road projects									
005	District 7 Roadways	315,636	0	230,000	85,636	0	0.0	0	
Program Description: Road maintenance & construction within Fee District 7									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Result Statement: Collect fees for future roadway projects in District 7 Measure: Fees collected									

Budget Unit: 2910000 Roadways		Agency: Public Works						
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
006	Roadways Administration	365,680	0	155,000	210,680	0	0.0	0
Program Description:	Administration of the fee districts							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Result Statement: Provide administrative services for Development Fee Program, update Road and Transit Development Fee program Measure: Development Fee update completed							
TOTAL:		16,869,655	0	11,953,728	4,915,927	0	0.0	0

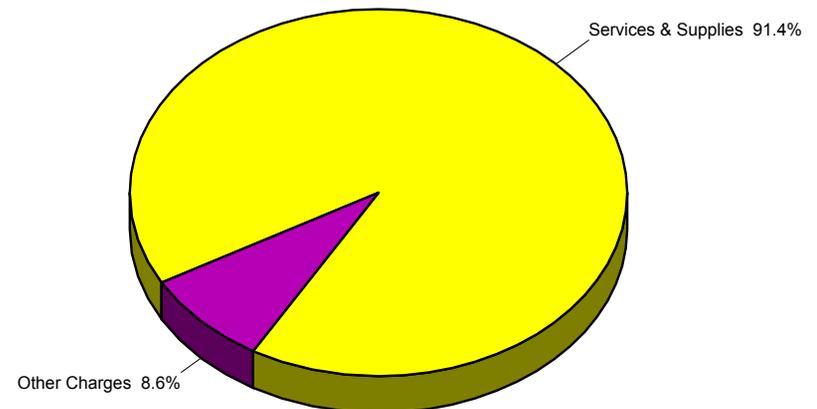
Departmental Structure



Financing Sources



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 2140000 Transportation-Sales Tax
DEPARTMENT HEAD: TOM ZLOTKOWSKI

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

CLASSIFICATION
FUNCTION: PUBLIC WAYS & FACILITIES
ACTIVITY: Public Ways
FUND: TRANSPORTATION-SALES TAX

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	25,047,606	27,716,159	45,996,932	63,970,559	63,970,559
Other Charges	376,226	440,905	15,922,180	7,349,600	7,349,600
Interfund Charges	13,294,155	13,642,300	25,114,383	13,943,231	13,943,231
Interfund Reimb	-994,130	-1,316,866	-3,480,508	-6,655,119	-6,655,119
Total Finance Uses	37,723,857	40,482,498	83,552,987	78,608,271	78,608,271
Means of Financing					
Fund Balance	3,147,309	4,091,643	4,091,643	-295,955	-295,955
Taxes	33,512,710	27,942,078	58,452,726	54,296,342	54,296,342
Use Of Money/Prop	152,938	75,087	75,000	0	0
Aid-Gov'n't Agencies	4,782,053	4,648,375	20,426,618	20,138,884	20,138,884
Charges for Service	0	0	7,000	7,000	7,000
Other Revenues	177,218	385,797	500,000	4,462,000	4,462,000
Total Financing	41,772,228	37,142,980	83,552,987	78,608,271	78,608,271

PROGRAM DESCRIPTION:

- The Transportation Sales Tax Fund provides financing for public road improvements in the Unincorporated Area of Sacramento County using funds derived primarily from the Measure A Transportation Sales Tax initiative approved by the voters in November 1988. The County receives this revenue from the Sacramento Transportation Authority in accordance with a regional formula and an approved Entity Annual Expenditure Plan. The funds are used to:
 - Provide ongoing road maintenance
 - Improve and construct new bikeways and pedestrian walkways
 - Design and construct new roads
 - Support elderly and disabled accessibility projects
 - Construct and improve existing traffic signals

- Conduct State highway project studies
- Finance the School Crossing Guard Program
- Sacramento County has three major funding sources for road activities:
 - 1) Road Fund
 - 2) Sacramento Roadways Fund (Developer Fee)
 - 3) Transportation Sales Tax Fund

Projects undertaken can receive funding from one or more of these sources. However, even when there is more than one funding source, only one fund acts as the “manager” of a project and accounts for all costs associated with it. This requires that the fund acting as the manager includes the entire cost of a project in its budget and recover shared costs through the Interfund reimbursement process.

- The construction program is managed through a series of approved annual expenditure plans and an adopted five to seven year plan. Long range planning is necessary because the life cycle of most construction projects is greater than one year. The project life cycle is affected by numerous factors which are outside the control of the project manager, such as legislation, environmental issues, public discussion, legal opinions, timing/complication of rights-of-way acquisitions, availability of consultants and contractors, timing of contract bids and awards, and weather. Actual project expenditures during the fiscal year generally differ from the budget due to the many factors affecting the project life cycle. Typically, construction contracts are bid and awarded in the spring with encumbered contract dollars actually spent in one or more subsequent years.

MISSION:

To increase public safety and enhance the quality of life of Sacramento County’s residents by providing essential countywide roadway improvements using transportation sales tax proceeds.

GOALS:

- Use the transportation sales tax funding to repair existing roadways, construct new highways and local streets, expand public transit, relieve traffic congestion, and improve air quality.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Actual expenditures for services and supplies were considerably below the adopted budget. However, \$20.3 million was encumbered and will be rolled over to the next fiscal year. In addition, \$22.7 million of the funding not expended will be rebudgeted for work on continuing projects. This is an annual occurrence and is the result of long-range planning and multiyear project life cycles as explained above.
- Right-of-way acquisition costs came in \$1.8 million below budget due to project delays caused by inclement weather and other factors. Approximately half of the funds budgeted for this purpose will be rebudgeted for use in Fiscal Year 2003-04. Contributions to other funds were below budget by \$13.6 million. This reflects the reclassification of project costs from contributions to other funds to engineering contracts.
- Interfund charges were \$11.5 million less than planned due to project delays and additional revenues being identified for projects within other funds. As previously stated, this is an annual occurrence and the result of long-range planning and multiyear project life cycles.

- Revenue received was less than budgeted because of project delays, multiyear project planning and the claiming process used to obtain reimbursement for construction expenditures from the Sacramento Transportation Authority.

SIGNIFICANT CHANGES FOR 2003-04:

- The Services and Supplies allocation is \$17.9 million more than last year's allocation. Construction contracts account for the majority of this increased funding. Major projects include Elkhorn Boulevard., Don Julio to Diablo; Elkhorn Boulevard., Watt Avenue to Don Julio; Madison Avenue/I-80 Interchange; and Bradshaw Road, Florin to Kiefer.
- Other Charges decreased by \$8.6 million. This is due to additional contributions that will be made to the Road Fund for projects being managed by that entity. (This budgeted line item will vary considerably from one year to the next depending on the projects planned.)
- Interfund Charges reflect contributions being made to other funds for projects managed by those entities. In addition to the pass-through funding for maintenance (\$11.6 million), the Road Fund will receive \$1.8 million for the Franklin Bridge at Mokelumne River and \$247,000 for Bradshaw Road at Morrison Creek.
- Interfund Reimbursements consist of \$6.6 million received by the Transportation Sales Tax Fund for various projects funded in part by Assessment Districts and Roadway Districts.
- Revenue sources for the Transportation Sales Tax Fund are indicated below:

<u>REVENUE SOURCE</u>	<u>ADOPTED BUDGET</u>
Measure A - Construction	\$42,690,390
Measure A - Maintenance	11,605,952
State/Federal Aid	20,138,884
Fund Balance	-295,955
Other- State Transportation Improvement Program	4,462,000
Service Charges	<u>7,000</u>
Total:	<u>\$78,608,271</u>

SUPPLEMENTAL INFORMATION

**TRANSPORTATION SALES TAX
SCHEDULE OF CONTRACT WORK 2003-2004**

	<u>Adopted Budget</u>
Bike and Pedestrian Improvements	
Bikeway Construction - Various Locations	1,000,000
Hickory Ave Bikeway - Greenback to Oak	700,000
Pedestrian Guide Strips Installation 2002	40,000
Sidewalk Ramp Improvement Project	244,500
	<u>1,984,500</u>
County Construction Projects	
Arden Way	880,000
Bradshaw Florin Rd to Kiefer	6,000,000
Coloma Enhancement - Sunrise to Truckee River Road	654,000
Disabled Access to Transit	500,000
Elkhorn Blvd Watt Ave to Don Julio	6,000,000
Elkhorn Blvd Don Julio to Diablo	6,300,000
Florin Rd Enhancements - Stockton to Elk Grove-Florin	2,300,000
Folsom Blvd Impr Proj (Sunrise Blvd/Aerojet Rd)	3,237,000
Folsom/Mather Enhancements	1,800,000
Fulton Enhancements - Phase II	4,000,000
Hillsdale Boulevard at Madison Avenue	300,000
Ione Rd North of Meiss Rd	110,000
Madison Ave I-80 Interchange	5,575,000
Mather Field Landscaping - US 50	900,000
N. Watt Enhancement - Antelope to Capital City Freeway	700,000
Sidewalk Continuity Project - Phase II	1,200,000
Sunrise Blvd. Coloma Rd to American River	750,000
Traffic Signal Projects 2002/03	573,000
Watt Avenue Beautification Phase II	15,000
Watt Ave Transit Priority & Mobility Enhancements III	2,413,000
Watt Ave Widening - North of US 50 to South	750,000
	<u>44,957,000</u>
Right-Of-Way Acquisitions	
Bikeway Construction - Various Locations	5,000
Bradshaw Road - Calvine Road to Florin Road	849,000
Bradshaw Road - Florin Road to Kiefer Road	600,000
Coloma Enhancement Sunrise to Truckee River	20,000
Elkhorn Blvd. - Watt to Don Julio	600,000
Elverta Road - Rio Linda to Watt Avenue	100,000
Folsom Blvd Impr. Proj. (Sunrise Blvd/Aerojet)	40,000
N. Watt Enhancement - Antelope to Capital City Freeway	12,600
Sidewalk Continuity Project Phase II	50,000
Traffic Signal Installation Safety Projects 02/03	3,000
Traffic Signal Installation Safety Projects 04/05	5,000
Watt Ave Beautification - Phase II	70,000
	<u>2,354,600</u>

SUPPLEMENTAL INFORMATION

**TRANSPORTATION SALES TAX
SCHEDULE OF CONTRACT WORK 2003-2004**

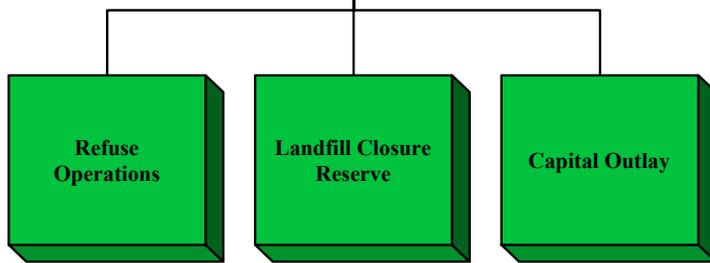
	<u>Adopted Budget</u>
County Labor	
Public Works Labor	11,744,216
	<u>11,744,216</u>
Project Contributions	
Antelope Assessment District Contribution	(111,000)
Developer Fee Contribution	(6,544,119)
	<u>(6,655,119)</u>
Miscellaneous	
Consultant Contracts	3,343,683
Contributions to Other Funds	18,938,231
Environmental Work	881,974
Equipment	625,000
Miscellaneous	434,186
	<u>24,223,074</u>
TOTAL OF ALL PROJECTS	<u><u>78,608,271</u></u>

2003-04 PROGRAM INFORMATION

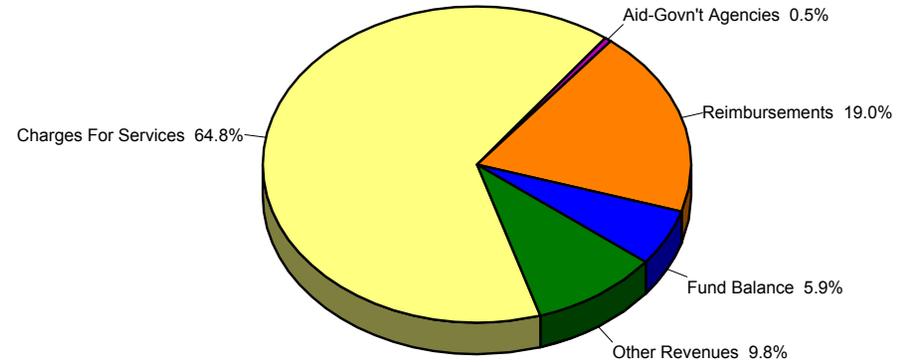
Budget Unit: 2140000 Transportation-Sales Tax		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	<i>Trans Sales Tax Funding</i>	85,263,390	6,655,119	78,904,226	-295,955	0	0.0	0	
Program Description:	Road project funding from Measure A sales tax receipts								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Result Statement: Deliver 75% of capitol projects for construction per adopted budget Measure: Award construction contracts for 75% of capitol project identified for construction in 03/04								
TOTAL:		85,263,390	6,655,119	78,904,226	-295,955	0	0.0	0	

Departmental Structure

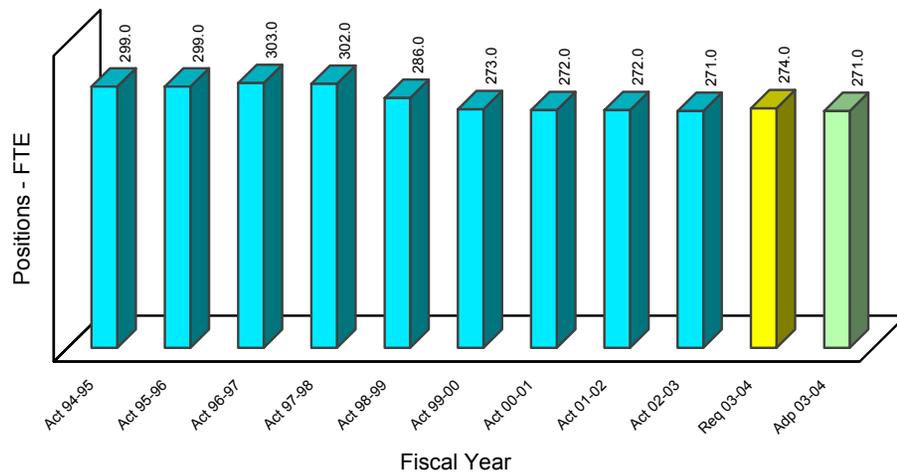
DAVID PELSER, Director



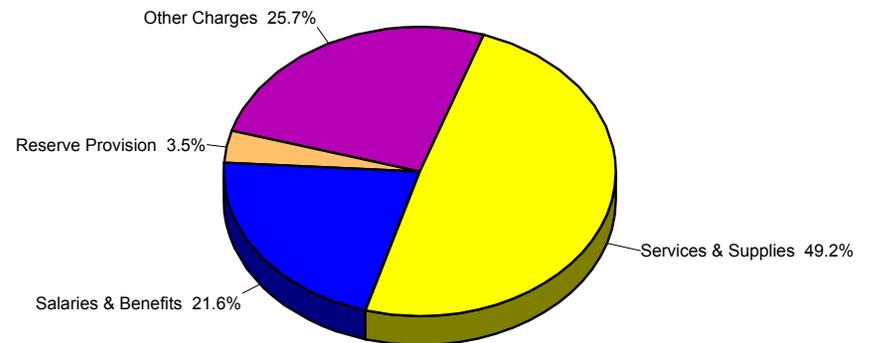
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: REFUSE ENTERPRISE (051A) (051B) (052A)

ACTIVITY: Refuse Operations 2200000
and Capital Outlay 2250000

SCHEDULE 11-OPERATIONS OF
PUBLIC SERVICE ENTERPRISE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-2002	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Services	56,555,113	60,830,868	57,282,712	62,311,083	61,916,745
Other Revenues	3,300,083	2,369,404	2,237,316	2,917,405	2,917,405
Total Operating Revenues	59,855,196	63,200,272	59,520,028	65,228,488	64,834,150
OPERATING EXPENSES					
Salaries/Benefits	17,472,676	18,518,169	18,992,419	21,003,129	20,608,791
Services & Supplies	25,181,071	27,229,946	26,476,484	29,822,153	29,822,153
Depreciation	7,012,095	8,147,300	9,094,075	8,268,459	8,268,459
Debt Retirement	1,525,893	1,677,605	2,023,331	1,854,788	1,854,788
Taxes/Licenses/Assessments	5,173	0	4,348	2,665	2,665
Other Charges	12,996,963	13,312,202	13,021,429	12,976,976	12,976,976
Interfund Charges/Reimb	-765,550	-1,032,452	-857,750	-962,782	-962,782
Total Operating Expenses	63,428,321	67,852,770	68,754,336	72,965,388	72,571,050
Net Operating Income (Loss)	-3,573,125	-4,652,498	-9,234,308	-7,736,900	-7,736,900
NONOPERATING REVENUES (EXPENSES)					
Operating Transfer In		0	0	50,000	50,000
Interfund Cost Recovery-Tobacco Fds.	3,063,714	2,405,490	11,936,287	9,530,797	9,530,797
Interest Income	2,272,188	1,381,281	2,096,530	1,142,947	1,142,947
Interest Expense	-1,439,727	-1,794,616	-1,852,398	-1,628,284	-1,628,284
Gain on Sale of Personal Property	206,865	332,113	871,845	116,250	116,250
Aid-Gov'n't Agencies	377,075	2,583,134	3,966,831	1,227,921	1,227,921
Other Revenue	3,139,802	5,675,213	4,517,229	5,795,320	5,795,320
Total Nonoperating Revenues (Expenses)	7,619,917	10,582,615	21,536,324	16,234,951	16,234,951
NET INCOME (LOSS)	4,046,792	5,930,117	12,302,016	8,498,051	8,498,051
Positions	272.0	271.0	271.0	274.0	271.0
Land	0	67,268	160,000	2,122,486	2,122,486
Improvements	2,001,317	669,771	10,538,500	4,981,885	4,981,885
Equipment	10,832,541	6,049,049	13,047,881	15,408,526	15,408,526
Total Capital	12,833,858	6,786,088	23,746,381	22,512,897	22,512,897
RESERVES AT YEAR END					
Disposal Closure	12,499,205	12,823,136	12,823,136	12,929,964	12,929,964
Working Capital Reserve	9,950,212	10,445,453	10,445,453	11,538,310	11,538,310
Rate Stabilization Reserve	1,243,590	2,122,305	2,122,305	4,255,088	4,255,088
Capital Outlay Reserve		4,752,660	4,752,660	0	0
Total Reserves	23,693,007	30,143,554	30,143,554	28,723,362	28,723,362

PROGRAM DESCRIPTION:

The Department of Waste Management and Recycling (DWMR) provides a variety of functions including:

- Planning for public health and safety and environmental protection in the area of solid waste management and recycling; state-mandated coordination of the County Integrated Waste Management Plan; and preparation of elements of the Plan for the unincorporated areas.
- Regional Coordination of multi-jurisdictional programs:
 - Staff to the Sacramento Regional Solid Waste Authority.
 - Staff to the Sacramento Cities and County Solid Waste Advisory Committee and Assembly Bill (AB) 939 Task Force.
 - Numerous interagency agreements related to waste management services.
- Public Education mostly related to waste education, recycling, and composting.
- Regulations/enforcement for anti-scavenging and regulation of commercial waste haulers.
- Energy Producer at the Kiefer Landfill Gas to Energy Plant
- Municipal services provider:
 - As an exclusive provider (residential collection of garbage, recycling, and green waste in the unincorporated area north of Calvine Road).
 - As contract administrator (residential collection south of Calvine Road, through June 30, 2004).
 - Some services produce self-supporting revenue (e.g. residential collection, landfill operations, regulation of commercial waste collectors) and others do not (e.g. household hazardous waste drop-off, electronic waste drop-off, neighborhood cleanup, illegal dumping cleanup, solid waste management planning, public education).

MISSION:

DWMR will pursue its mission with the following guiding principles:

- Protection of public health and safety.
- Protection of the environment and good stewardship of natural resources.
- Protection of consumers and businesses with respect to cost of service and fair business practices.

DWMR will continually improve customer satisfaction by providing safe, cost effective, efficient, and environmentally sound solid waste system services through:

- Residential collection

- Curbside recycling collection
- Green waste collection
- Neighborhood cleanup services
- Transfer operations
- Landfill operations
- Household hazardous waste services
- Education and information services
- Management, engineering, planning, and support services

GOALS:

- Retain County collection service areas by responding to the Rancho Cordova Request for Proposal in order to stabilize rates for the remaining unincorporated area.
- Expand rehabilitation of heavy landfill equipment versus using a replacement program.
- Seek authorization to extend the agreement for South of Calvine residential waste collection service area.
- Increase processing of green waste at the landfill for alternative daily cover.
- Complete conversion of refuse collection fleet to alternative fuels with low air emissions.
- Complete various capital projects at solid waste and recycling facilities.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- DWMR received \$1.9 million in financing from the Sacramento Regional Solid Waste Authority for a franchise fee on the commercial waste haulers. The financing received represented the franchisees' share of the cost of certain waste management program obligations that have a regional benefit.
- Tobacco Litigation Settlement funds of \$2.4 million were provided to the Refuse Enterprise to help finance replacement of the refuse collection fleet with clean fuel vehicles as per Board approval.
- Fifty-four clean fuel vehicles were placed in service in the refuse collection fleet replacing diesel fuel vehicles in an ongoing effort to assist the County to meet the federal mandate for air pollution reduction by 2004.
- Began construction of Kiefer Landfill liner for Module 2, Phase 1.
- A Customer Satisfaction Survey was completed by META Research, Inc. and the report shows that 88.6 percent of the DWMR residential customers rated their overall waste collection services as good or excellent. The national customer satisfaction average is 76 percent.

SIGNIFICANT CHANGES FOR 2003-04:

- There will be no residential collection service fee increases. The last service fee increase was implemented in October 2000.
- In Fiscal Year 2001-02 the Board allocated \$15.0 million of the capital portion of the Tobacco Litigation Settlement Securitization to the Refuse Enterprise to help finance the replacement of the remainder of the refuse collection fleet with clean fuel vehicles. The remainder of this financing, \$9.5 million, is expected to become available to the Refuse Enterprise this year. The conversion will assist the County in meeting the federal mandate for air pollution reduction by 2004.
- Construction of the Module Two (M2), Phase 1, Landfill cell is in progress. It will be ready for use in the spring of 2004. There will be landfill capacity for the next five to six years at the current fill rate utilizing the new cell.
- Planned residential collection route changes will reduce operating costs.
- DWMR will partner with the Department of Planning and Community Development to use code enforcement officers for anti-scavenging and illegal dumping activities instead of contracting out for these services. Estimated annual savings to the Department are approximately \$54,180. An additional benefit of this new partnership is that the Planning Department will use funding received from DWMR to help reduce the potential for layoffs.
- Addition of an operating transfer of \$50,000 from the Refuse Operating Fund (051A) to the Refuse Capital Outlay Fund (052A) for future landfill construction improvement projects, e.g. landfill liner construction and final cover.

SUPPLEMENTAL INFORMATION:**Capital Outlay:****Land - \$ 1,406,786**

- **\$491,986 – Kiefer Landfill Secondary Groundwater Remediation System Improvement.** Provide secondary groundwater treatment to support ongoing groundwater pump and treat system at the Kiefer Landfill.
- **\$454,800 – Kiefer Landfill Wetland Mitigation.** Requirement to implement wetland mitigation in order to proceed with the Kiefer Landfill expansion beyond M2, Phase 1. Provides funding to design and construct the Kiefer Wetland Mitigation.
- **\$360,000 - Land for Regional Green Waste Program.** Rebudget from Fiscal Year 2002-03 for the cost to obtain options for land acquisition in an effort to establish a new, publicly controlled Sacramento County green material processing facility.

- **\$100,000 - Kiefer Landfill M2 PH2 Liner Consultant Services.** Consultant fees related to the M2, Phase 2 liner construction project.

Improvements - \$ 2,060,620

- **\$925,620 – Gas System Expansion – Kiefer Landfill.** Install 50 wells and header lines at Module M1L and M2. The project is necessary for compliance with multiple permit and regulatory requirements.
- **\$620,000 – Landfill Gas Energy Recovery System Improvements – Kiefer Landfill.** Site improvements at the Kiefer Landfill for one of two projects: 1) install two additional engine/generator sets at the Energy Facility; or 2) install a plant that converts landfill gas into liquefied natural gas (LNG) to use as fuel in clean-air vehicles.
- **\$190,000 – North Area Collections Fuel Dispenser Sump Retrofit – North Area Recovery Station.** Providing secondary containment at the North Area Collections fuel dispensers. Cost includes County architectural services, contract for retrofit, relocation of tank monitor from the Collections Administration building to the Fleet Services Equipment Shop, and excavation in the soil at the fuel station for determining possible soil contamination. Environmental regulations will close fueling station if project is not completed.
- **\$150,000 – Wetland Preserve Litter Fence – Kiefer Landfill.** Construct 1,500 linear feet of 20-foot tall litter fence along the Well E Road west of M2 at the Kiefer Landfill, reducing litter in the wetland preserve. To minimize the aesthetic impact, the fence will be constructed of materials similar to those used at golf courses.
- **\$65,000 – Canopy Extension – North Area Recovery Station.** Rebudget from Fiscal Year 2002-03 to construct a canopy extension at the North Area Recovery Station permanent household hazardous waste facility for storage and disassembly of large appliances. The extension will prevent or contain hazardous liquid runoff by providing an enclosed area for removal of refrigerants.
- **\$40,000 – Equipment Shop LNG Improvements – North Area Recovery Station.** Rebudget from Fiscal Year 2002-03 to upgrade the equipment maintenance shop at the North Area Recovery Station to comply with safety needs for mechanics working on LNG engines in the contained shop area.
- **\$40,000 – Remote Security System – North Area Recovery Station.** Rebudget from Fiscal Year 2002-03 to install cameras and video recorders at the North Area Recovery Station “Z” wall area, the scale area, and the household hazardous materials area. Equipment needed to monitor safety and work policy compliance.

- **\$30,000 – General Improvements – Kiefer Landfill.** Rebudget from Fiscal Year 2002-03 to use grant monies for improvements at the Kiefer Landfill, including an area to receive batteries, oil, and paint (BOP) and household hazardous waste (HHW), improving the receiving and handling of BOP and HHW from self-haul customers, minimizing hazardous materials impacts on liner systems, and reducing overall landfill contamination.

Equipment - \$ 13,426,526

- **\$7,212,026 - Collection Trucks (Series 704) – Collections Services.** Replace thirty-three 26 cubic yard Collection trucks and add eight 26 cubic yard Collection trucks. The replacements are for the remaining diesel trucks that are being converted to LNG in order to comply with air quality regulations. Use available clean air revenue sources.
- **\$1,225,000 - Collection Trucks (Series 706) – Collections Services.** Rebudget from Fiscal Year 2002-03 to replace five 25 cubic yard Collection trucks with extended hopper and add two 25 cubic yard Collection trucks with extended hopper for collection operations and neighborhood cleanup program. The replacements are for the remaining diesel trucks that are being converted to LNG in order to comply with air quality regulations. Use available clean air revenue sources.
- **\$750,000 - Compactor (Series 597) - Kiefer Landfill.** Replace one older, fully depreciated compactor reducing the costs of down time, maintenance and repair.
- **\$704,000 - Collection Trucks (Series 701) – Collections Operations.** Rebudget from Fiscal Year 2002-03 to replace four fully depreciated 18 cubic yard diesel trucks with LNG trucks. This will reduce downtime and maintenance costs as well as comply with air quality regulations. Use available clean air revenue sources.
- **\$580,000 - Elevating Scraper (Series 618) - Kiefer Landfill.** Replace one older, fully depreciated unit reducing the costs of down time, maintenance and repair.
- **\$397,000 - Wheeled Loader (Series 887) – North Area Recovery Station.** Replace one older, fully depreciated loader reducing the costs of down time, maintenance and repair.
- **\$394,000 - Boom Trucks (Series 702) – Collections Services.** Add two boom trucks needed for growth in both the illegal dumping service and neighborhood cleanup programs. The trucks will increase response time for removal of illegally dumped material in the unincorporated areas of the County, and provide enough trucks in the field for the neighborhood cleanup program.

- **\$360,000 - Horizontal Grinder – Kiefer Landfill.** Rebudget for grinder not received in Fiscal Year 2002-03. Add one 500 horsepower grinder for processing wood and green waste into bio-fuel, mulch, and alternative daily cover for landfill operations.
- **\$300,000 - 40 foot Low-Profile Landfill Tipper - Kiefer Landfill.** Add one tipper for unloading “non-walking floor” long-haul trailers at the Kiefer Landfill. This equipment would allow for additional customers to utilize the Kiefer Landfill who don’t have “walking floor” trailers.
- **\$250,000 - Articulating Wheeled Loader (Series 887) – North Area Recovery Station.** Add one loader for transfer operations. The loader is used to load material into the transfer compactor and to move refuse and recycled material around the site. It is also a backup for direct loading of material into long-haul trailer, roll-off trucks, and dump trucks.
- **\$205,000 - Integrated Tool Carrier-Loader – Kiefer Landfill.** Add one loader needed to move various types of material at the green waste and diversion areas at the landfill. It will accept a number of attachments for improved flexibility in operations, e.g. a variety of buckets, forks, and brooms. The equipment will increase efficiency and performance in these areas.
- **\$174,000 - Water Truck (Series 193) – South Container and Transfer Station.** Rebudget to replace one older, fully depreciated water truck.
- **\$170,000 - Collection Truck (Series 705) – Collections Services.** Rebudget from Fiscal Year 2002-03 to replace one fully depreciated 20 cubic yard diesel truck with an LNG truck. This will reduce down time and maintenance costs as well as comply with air quality regulations. Use available clean air revenue sources.
- **\$170,000 - Trommel Screen – Kiefer Landfill.** Purchase one new piece of equipment to sort and size green waste material and reduce contamination.
- **\$135,000 - Regenerative Air Street Sweeper – Kiefer Landfill.** Purchase one new piece of equipment for landfill operations to comply with current and proposed air quality guidelines and regulations. This equipment will control dust from parking lots, paved working areas, and roads at the landfill site.
- **\$130,000 - Dual-Purpose Trailer (Series 239) – North Area Recovery Station.** Replace two older, fully depreciated trailers reducing the cost of maintenance, down time and repair.
- **\$107,500 - 5th Wheel Truck Tractor (Series 187) – North Area Recovery Station.** Replace one older, fully depreciated unit reducing the costs of down time, maintenance, and repair.
- **\$100,000 - Claw Loader (Series 888) – Collections Services.** Add one claw loader for growth in the neighborhood cleanup program. The additional

loader will provide enough equipment in the field for the neighborhood cleanup program.

- **\$35,000 - Demolition End Dump Trailer – North Area Recovery Station.** Add one new piece of equipment to haul “inerts” and dirt from “Z” wall at North Area Recovery Station. This unit can haul more tonnage per load than current unit, operate more safely, reduce fuel and maintenance costs, and improve operational efficiency.
- **\$28,000 - Forklift (Series 383) – North Area Recovery Station.** Replace one older, fully depreciated unit. The new 6,000-pound capacity forklift will save costs in maintenance and down time.

Other Equipment - \$1, 982,000

- **\$1,717,000 - Automated Containers – 60/90-Gallon – Collections Services.** Purchase forty-one thousand 60/90-gallon automated containers to ensure ten percent inventory for delivery of new accounts, exchange of defective or damaged containers, and delivery of extra containers.
- **\$250,000 - Automated Containers – 38-Gallon – Collections Services.** Purchase five thousand 38-gallon automated containers to ensure ten percent inventory for delivery of new accounts, exchange of defective or damaged containers, and delivery of extra containers.
- **\$15,000 – High-Density Polyethylene (HDPE) Pipe Fusion Machine – Kiefer Landfill Engineering.** Purchase one new piece of equipment for landfill engineering. The machine will be used to install/relocate HDPE piping in the landfill gas collection and groundwater treatment systems at the Kiefer Landfill. This will reduce the cost of contracting out for this service and also will allow engineering staff to respond more quickly to operational needs.

The following items are fully financed by the 1997 Public Facilities (Solid Waste Facilities) Certifications of Participation:

Improvements - \$ 2,921,265

- **\$2,661,265 - Facilities Recovery Improvements.** Rebudget the remaining 1997 Certificates of Participation financing for a variety of improvements at the Department’s facilities. These improvements will contribute to the efforts in meeting state recycling requirements, improve public/employee safety, and add recovery capabilities for public waste currently being land-filled.
- **\$260,000 - Construction of Asphalt Ramp Road – North Area Recovery Station.** Rebudget from Fiscal Year 2002-03 to construct an asphalt ramp road at rear of site for compactor access by long-haul equipment. This will eliminate unsafe backing maneuvers for drivers when access to compactor area is blocked, reduce loading delays, and provide the ability to use the old loading hopper without impacting compactor loading.

The following capital item is fully financed by the 2002 Public Facilities (Solid Waste Facilities) Certificates of Participation:

Land - \$ 715,700

- **\$715,700 – Land Judgments/Settlements – Kiefer Landfill.** Funding for property acquisition of approximately 30 acres in fee title, a 70-acre permanent easement, and a second property acquisition of 105 acres.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Kiefer Landfill Closure** **\$12,929,964**

This reserve was established by the County Board of Supervisors in December 1988 by Resolution 88-2763 for the purpose of meeting the requirement of AB 2448 (Eastin '87). This legislation requires any person operating a solid waste landfill to: prepare an initial estimate of cost of landfill closure and post closure maintenance for a period of 30 years; establish an irrevocable trust fund, or equivalent financial arrangement for closure and post closure maintenance; and to annually deposit in the trust fund monies to provide such costs. Cost for closure and 30 years of post closure maintenance has been calculated to be \$23.6 million per the Governmental Accounting Standards Board (GASB). The Adopted Budget reflects an increase to the reserve of \$106,828 in order to maintain the required reserve balance pursuant to GASB.

- **Working Capital** **\$11,538,310**

The reserve was established to finance day-to-day operations. Bond covenants requires that this reserve be set at two months of the refuse system operating expenses less depreciation. The Adopted Budget reflects an increase of \$1,092,857 to this reserve.

- **Rate Stabilization Reserve** **\$4,255,088**

The reserve was established in Fiscal Year 1995-96 to provide partial funding for programs required to meet the California Integrated Waste Management Act of 1989 (AB 939); thereby, cushioning against the effects of rate shock upon implementation of these programs. The Adopted Budget reflects an increase of \$2,132,783.

- **Capital Outlay Reserve** **\$0**

This reserve was established in Fiscal Year 2002-03 to provide financing for regular programmed equipment replacement and planned future projects including equipment acquisition. The Adopted Budget reflects a reduction of \$4,752,660 to fund equipment replacement and projects this year bringing this reserve balance to zero.

2003-04 PROGRAM INFORMATION

Budget Unit: 2200000 Refuse Operations/Landfill Closure Trust		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	Financial & Administrative Services	4,520,082	4,325,200	484,883	0	-290,001	29.0	5	
Program Description: Administrative & fiscalsupport to the department'sprogram									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Provide managers with accurate, timely expense and revenue information at the program level to better manage planned budget. Financial status and personnel overtime reports provided monthly. Periodic fiscal & personnel reports provided quarterly.									
002	Collection Services	55,809,590	80,280	54,001,030	0	1,728,280	153.0	19	
Program Description: Residential collection ofgarbage, green waste,& recyclables									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Provide refuse collection and diversion services to residents in an environmentally safe manner and achieve a 50% diversion rate.									
005	Landfill Services	14,000,389	8,566,914	11,204,571	0	-5,771,096	37.0	11	
Program Description: Operation & maintenance ofthe Kiefer Landfill &closed landfills									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Provide landfill capacity at an economically competitive rate with a 95% compliance rate for site inspections.									
006	Transfer Services	10,264,850	4,295,568	4,358,979	0	1,610,303	26.0	3	
Program Description: Operation & maintenanceof the northrecovery/transfer site									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Provide refuse disposal and diversion to North County residents at an environmentally safe and economically competitive rate with a 95% compliance rate for site inspections.									
007	Special Waste Services	1,645,545	767,800	1,233,175	0	-355,430	6.0	2	
Program Description: Disposal of wasteitems banned fromthe landfill									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Prevent prohibited material from entering the landfill; remove and recycle materials such as appliances, electronic waste, and batteries from the landfill; provide convenient drop off and disposal for household hazardous waste and used petroleum.									

Budget Unit: 2200000 Refuse Operations/Landfill Closure Trust		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
008	Planning Services	745,263	39,910	269,700	0	435,653	5.0	1	
Program Description:	Coordinates Solid Waste Planning issues & activities								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Submittal of an annual report to the Integrated Waste Management Board documenting compliance with recycling mandates and planning requirements of State law.								
009	Engineering Services	5,191,626	0	0	0	5,191,626	15.0	6	
Program Description:	Design, Construction Planning, & Coordination								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Provide safe and environmentally sound solid waste management design and technical support for Sacramento County's solid waste facilities.								
010	Landfill Closure Trust Fund	0	58,025	225,000	0	-283,025	0.0	0	
Program Description:	Kiefer landfill closure/post-closure trust fund								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Maintain an independent funding source for final closure of the Kiefer Landfill in compliance with State regulations.								
011	Fund Balance & Reserve Changes	3,332,468	0	0	5,598,778	-2,266,310	0.0	0	
Program Description:	Summary of YE fund balance and reserve changes								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Not applicable								
TOTAL:		95,509,813	18,133,697	71,777,338	5,598,778	0	271.0	47	

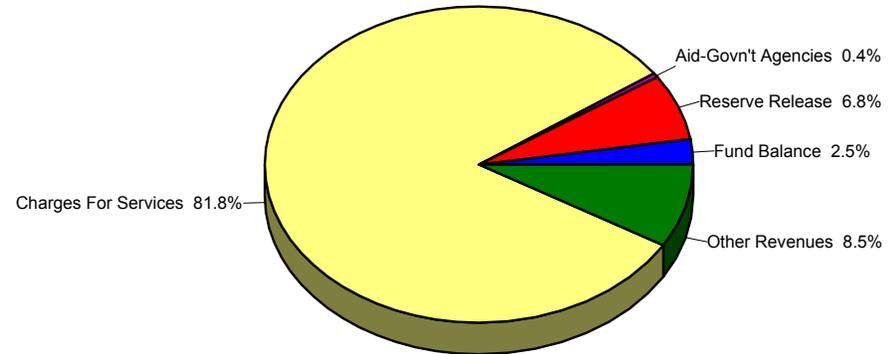
2003-04 PROGRAM INFORMATION

Budget Unit: 2250000 Refuse-Capital Outlay		Agency: Public Works							
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	<i>Refuse Capital Outlay</i>	22,668,583	9,580,797	1,339,250	11,748,536	0	0.0	0	
Program Description: Acquisition & replacement of all fixed assets									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Maintain an independent funding source for purchase of fixed assets and implementation of major projects.									
TOTAL:		22,668,583	9,580,797	1,339,250	11,748,536	0	0.0	0	

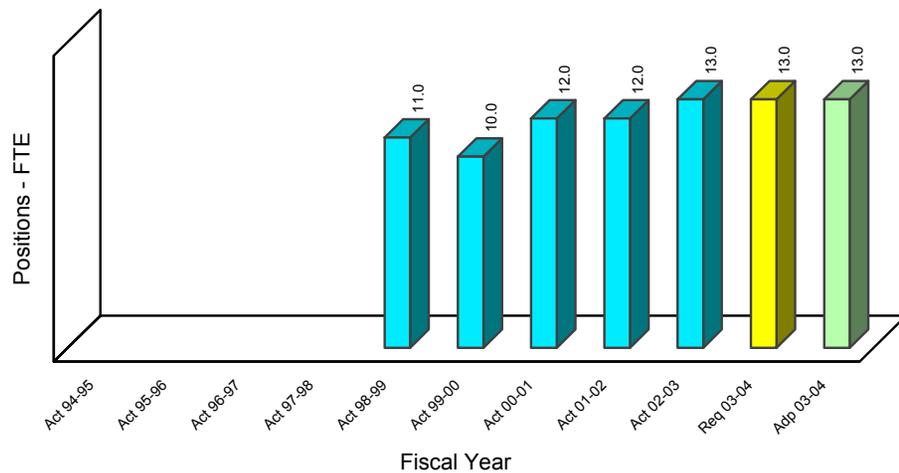
Departmental Structure



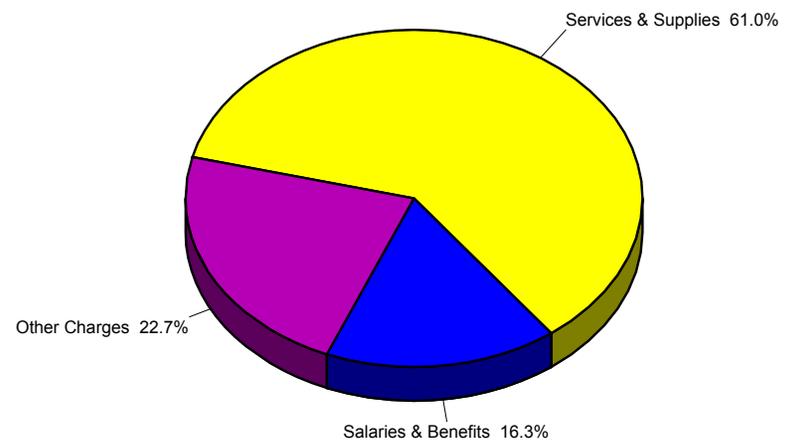
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

FUND: CH REFUSE-OPERATIONS
 049A

ACTIVITY: CH Refuse Operations
 UNIT: 2260000

SCHEDULE 11
 OPERATIONS OF PUBLIC SERVICE ENTERPRISE FUND
 FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Fines/Forfeitures/Penalties	13,446	14,854	0	14,000	14,000
Use Of Money/Prop	59,641	37,246	50,000	35,000	35,000
Charges for Service	3,902,298	4,115,469	4,241,953	4,137,430	4,137,430
Total Operating Rev	3,975,385	4,167,569	4,291,953	4,186,430	4,186,430
Salaries/Benefits	704,915	741,052	773,033	824,014	824,014
Services & Supplies	1,440,433	1,734,738	2,185,621	2,069,893	2,069,893
Other Charges	1,025,716	1,300,424	1,268,227	1,150,035	1,150,035
Interfund Charges	765,550	1,032,451	857,750	1,012,782	1,012,782
Total Operating Exp	3,936,614	4,808,665	5,084,631	5,056,724	5,056,724
Fund Balance	816,375	745,033	745,033	125,916	125,916
Reserve Release	0	0	0	343,380	343,380
Aid-Gov'n't Agencies	2,606	2,520	0	22,050	22,050
Other Revenues	342,998	391,887	435,825	378,948	378,948
Total Nonoperating Rev	1,161,979	1,139,440	1,180,858	870,294	870,294
Reserve Provision	460,954	388,180	388,180	0	0
Total Nonoperating Exp	460,954	388,180	388,180	0	0
Net Income (Loss)	739,796	110,164	0	0	0
Positions	12.0	13.0	13.0	13.0	13.0

PROGRAM DESCRIPTION:

Under a seven-year contract beginning January 1, 1999, between the County and the City of Citrus Heights, the Department of Waste Management and Recycling provides city residents:

- Weekly residential refuse collection services to all single family/duplex residences and some multiple family dwellings.
- Biweekly green waste collection and processing to single family/duplex residences and some multiple family dwellings.
- Biweekly collection of recyclable materials to single family/duplex residences and some multiple family dwellings.
- Semi-annual collection of large, bulky wastes not collected in the weekly refuse collection program.
- Bulky goods service pickup (for a fee) on an on-call basis.
- Education and public awareness programs related to recycling, composting and source reduction.

MISSION:

To be the service provider of choice to the residents of the City of Citrus Heights providing efficient and effective solid waste collection, recycling, and disposal services.

GOALS:

- Increase productivity and efficiency of the neighborhood cleanup program in order to maintain current schedule.
- Increase processing of green waste at the landfill for alternative daily cover.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Collected 99.9 percent of waste containers on the scheduled day of service.
- Customer approval level was at 90.5 percent overall.
- Route review completed; changes implemented which increased route efficiency.
- Conducted internal review of county-paid expenses related to City/County contract.

SIGNIFICANT CHANGES FOR 2003-04:

- Route changes will reduce operating costs inside the City contract area.
- Results of internal review of county-paid expenses to the City, including franchise fee payments, will allow for a reduction in budgeted expenses.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCE:

- **General Reserve** **\$505,754**

The General Reserve will reflect a \$343,380 reduction in order to fund ongoing operations this fiscal year.

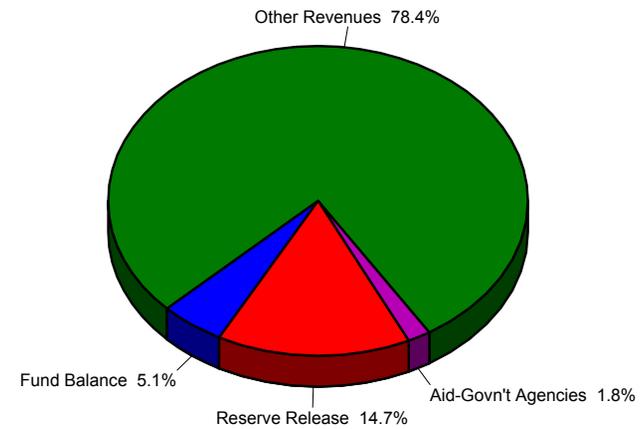
2003-04 PROGRAM INFORMATION

Budget Unit:	2260000	Citrus Heights Refuse Operations	Agency:	Public Works					
<i>Program Number and Title</i>	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles		
FUNDED	Program Type:		MANDATED						
001 <i>Refuse Operations</i>	5,056,724	0	4,587,428	469,296	0	13.0	1		
Program Description:	Citrus Heights-Refuse collection & recycling svcs								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Provide refuse collection & diversion services to the City of Citrus Heights residents in accordance with the contract and achieve a 50% recycling diversion rate.								
TOTAL:	5,056,724	0	4,587,428	469,296	0	13.0	1		

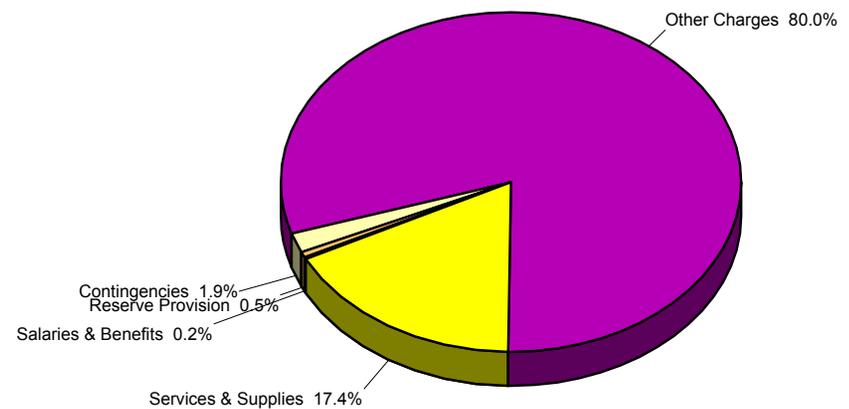
Departmental Structure



Financing Sources



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Solid Waste Authority
2240000

FUND: SOLID WASTE AUTHORITY
050A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Salaries/Benefits	6,415	4,159	6,850	9,100	9,100
Services & Supplies	216,062	359,729	496,795	783,248	783,248
Other Charges	2,150,821	3,131,914	3,357,219	3,597,307	3,597,307
Contingencies	0	0	100,000	85,000	85,000
Total Finance Uses	2,373,298	3,495,802	3,960,864	4,474,655	4,474,655
Reserve Provision	388,032	662,034	662,034	23,628	23,628
Total Requirements	2,761,330	4,157,836	4,622,898	4,498,283	4,498,283
Means of Financing					
Fund Balance	377,372	759,534	759,534	227,783	227,783
Reserve Release	0	297,649	297,649	662,034	662,034
Licenses/Permits	3,083,636	3,441,425	3,092,615	3,224,466	3,224,466
Fines/Forfeitures/Penalties	0	14,417	0	23,100	23,100
Use Of Money/Prop	40,236	31,771	120,000	280,000	280,000
Aid-Gov'n't Agencies	0	0	300,000	80,900	80,900
Other Revenues	4,536	-2,000	53,100	0	0
Total Financing	3,505,780	4,542,796	4,622,898	4,498,283	4,498,283

PROGRAM DESCRIPTION:

The Sacramento Regional Solid Waste Authority (SWA):

- Operates under Joint Powers Agreement between the City of Sacramento, the City of Citrus Heights, and the County of Sacramento.
- Is governed by a nine member Board of Directors composed of the five elected members of the Sacramento County Board of Supervisors, three elected members of the Sacramento City Council, and one elected member of the Citrus Heights City Council.
- The County Public Works Agency Administrator serves as the Solid Waste Authority Administrator, and the Director of Waste Management & Recycling serves as the Solid Waste Authority General Manager/Engineer.

MISSION:

To facilitate joint, solid waste management planning activities for the City of Sacramento, the City of Citrus Heights, and the County of Sacramento.

GOALS:

- Complete Solid Waste Authority audit.
- Implement regional electronic waste grant program in cooperation with the California Integrated Waste Management Board.
- Adopt Illegal Hauler Ordinance Amendment.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Adoption of Ordinance No. 12 on March 13, 2003 amending Ordinance Nos. 8 and 9 relating to criminal and administrative civil penalties for violations of the ordinances.
- Adoption of Resolution No. SWA-03-02 that authorized the Solid Waste Authority General Manager/Engineer to execute applications and necessary grant-related document for grant funding available from the California Integrated Waste Board.
- SWA Board did not adopt the increase in the franchise fee from eight percent to nine and one half percent.

SIGNIFICANT CHANGES FOR 2003-04:

- Anticipated loss of franchise fee revenue due to the incorporation of the City of Rancho Cordova.
- State grant funding for an electronic waste drop-off program targeted at local school districts.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve** **\$223,628**
This reserve was established in Fiscal Year 1998-99 to provide future funding for compliance and enforcement programs that might be needed if problems ensued in meeting the requirements of SWA Ordinance No. 2. The Solid Waste Authority's General Reserve will be increased by \$23,628.
- **Franchise Fee Clearing Reserve** **\$0**
A reserve release of \$662,034 will bring this reserve balance to zero.

2003-04 PROGRAM INFORMATION

Budget Unit: 2240000 Sacto Reg Solid Waste		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	<i>Solid Waste Authority</i>	4,498,283	0	3,608,466	889,817	0	0.0	0	
Program Description:	Joint planning by Cities of Sacto, Citrus Heights & County on solid waste activities								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Provides uniform regulation of commercial waste collection franchisees; SWA franchisees report 30% recycling rates; SWA funds 50% of DWMR regional program costs								
TOTAL:		4,498,283	0	3,608,466	889,817	0	0.0	0	

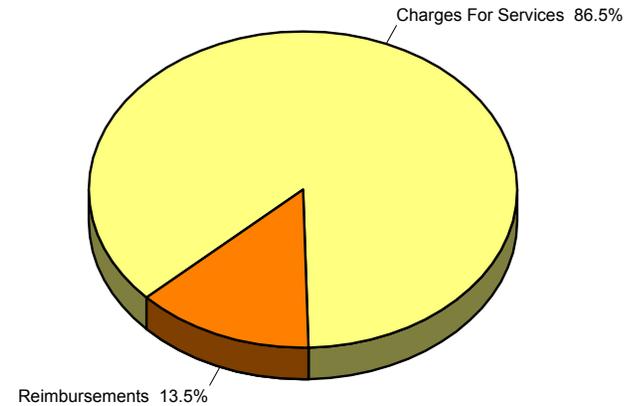
Departmental Structure

ROBERT SHANKS, Director

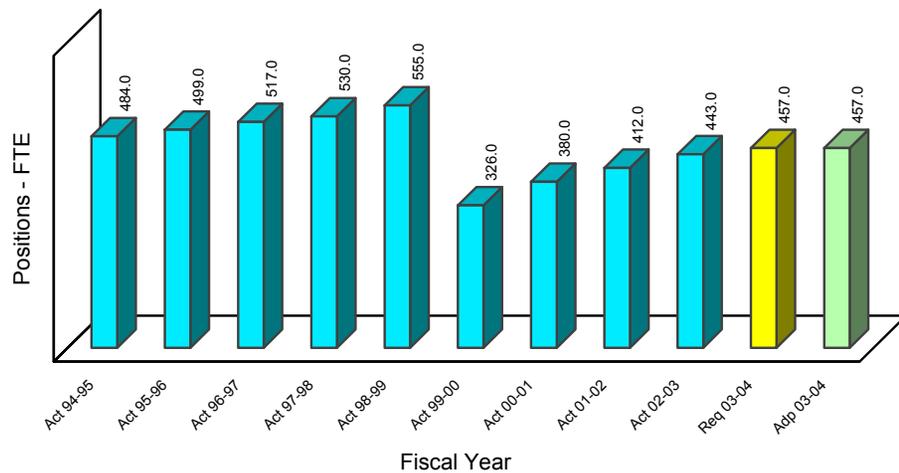


**Water Quality
Mather**

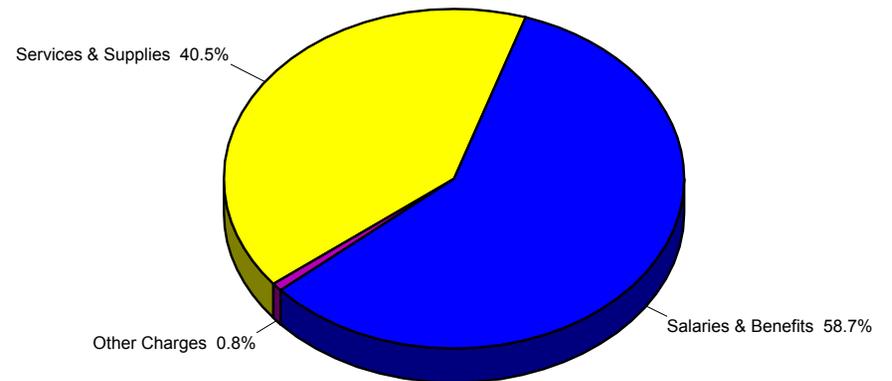
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
033A

ACTIVITY: Water Quality
UNIT: 2550000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	47,689,540	51,993,351	49,364,350	52,067,339	51,353,044
Total Operating Rev	47,689,540	51,993,351	49,364,350	52,067,339	51,353,044
Salaries/Benefits	24,711,795	29,587,965	29,400,381	35,536,546	34,824,585
Service & Supplies	18,023,810	17,274,259	16,105,676	14,306,838	14,304,504
Other Charges	788,529	883,712	1,405,558	480,504	480,504
Depreciation/Amort	16,808	10,438	0	0	0
Intrafund Chgs/Reimb	857,476	370,853	2,202,253	1,743,451	1,743,451
Cost of Goods Sold	703,487	0	0	0	0
Total Operating Exp	45,101,905	48,127,227	49,113,868	52,067,339	51,353,044
Other Revenues	24,362	5,185	0	0	0
Total Nonoperating Rev	24,362	5,185	0	0	0
Debt Retirement	0	0	250,482	0	0
Equipment	0	19,174	0	0	0
Total Nonoperating Exp	0	19,174	250,482	0	0
Net Income (Loss)	2,611,997	3,852,135	0	0	0
Positions	413.0	443.0	444.0	457.0	457.0

PROGRAM DESCRIPTION:

- The Public Works Agency, Department of Water Quality administers sanitation districts, and provides labor for operation and maintenance of the county's water and storm drainage facilities. The department performs the following activities:

- Provides and directs the planning, design, operation and maintenance of Sacramento Regional County Sanitation District (SRCSD) facilities and interceptors which convey wastewater from the cities of Citrus Heights, Elk Grove, and Rancho Cordova and contributing agency

collection systems which include County Sanitation District No. 1 (CSD-1), and the cities of Sacramento and Folsom.

- Provides comparable services for the wastewater collection system within CSD-1 serving the urbanized, unincorporated areas within the County, the cities of Citrus Heights and Elk Grove, and some areas within the City of Sacramento.
- Provides for the operation and maintenance of the county's water and storm drainage facilities, as well as specialized maintenance services for water, wastewater, and electrical generation facilities of other county agencies.
- Provides staff to service SRCSD customers estimated at 499,601 Equivalent Family Dwellings (ESDs) and CSD-1 customers estimated at 358,000 ESDs for Fiscal Year 2003-04.
- Provides staff to service the wastewater collection system consisting of 3,200 miles of installed collection pipeline and 70 miles of interceptor pipeline, as well as service to the domestic water distribution system comprising approximately 300 miles of water mains and various water valves, water hydrants, and water connections.

MISSION:

To protect and enhance the environment and public health of a growing Sacramento community by providing the following services in a safe, efficient and innovative manner:

- Wastewater collection and conveyance
- Wastewater treatment
- Storm and potable water system operations

GOALS:

- Create documentation relating pipe segments to plan numbers and sheets for use by the Geographic Information System sewer application to build computer images of improvement plans.
- Create an integrated document management program with workflow processes and document retention schedules.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Water Quality Communications and Media Office (CMO) conducted extensive public outreach for numerous SRCSD and CSD-1 projects. The CMO was heavily involved in educating the community and gathering community comments for the Upper Northwest Interceptor, the Arden Force Main, the Locke Sewer System, and the Hazel Avenue Trunk Expansion. The CMO was also involved in keeping the web site updated

and promoting the Senior Life-Line Program. A brochure project for the laboratory at the Sacramento Regional Wastewater Treatment Plant, designed as an informational marketing piece, received an Honorable Mention from the Sacramento Public Relations Association in March 2003.

- The North Operations and Maintenance Section relocated to the newly remodeled North County Corporation Yard. The relocation allowed for increased efficiencies and reduced drive times to project work sites.

SIGNIFICANT CHANGES FOR 2003-04:

- The budget reflects a net increase of \$2.2 million due to an increase in salaries and benefits related to the addition of 14.0 midyear positions. The positions are necessary to replace contract employees and to support the Capital Improvement Program and system growth. Further review and analysis will be conducted to determine future staffing needs.
- Staff from the Engineering Rehabilitation Section will relocate from a leased facility to the Ecology Lane site. Additionally, other maintenance and operations staff will reorganize and relocate to Ecology Lane in order to provide better communication and coordination.
- The FileNet database project will have scanning equipment installed in order to implement electronic filing of documents.

2003-04 PROGRAM INFORMATION

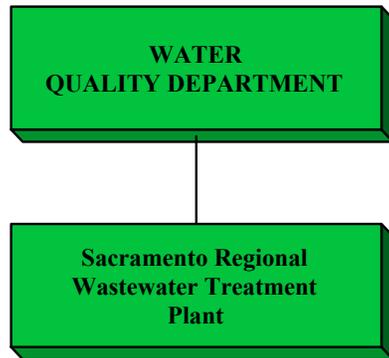
Budget Unit: 2550000 Public Works-Water Quality		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	Collections Div. Administration	2,895,362	2,895,362	0	0	0	20.0	6	
Program Description: Mgmt & admin of Collections Division & clerical support									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Provide budgetary assistance and administrative support to the Collection Systems Division. Project coding of time sheets 98% accurate.									
002	M&O Administration	614,232	614,232	0	0	0	2.0	2	
Program Description: Management direction & administrative oversight & M&O									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Provide management & administrative oversight of the M&O Section. Implement an enhanced organizational structure. Expenditures 100% or less of approved appropriation levels at the close of each fiscal year.									
003	WQ Administration	3,875,648	3,164,648	711,000	0	0	6.0	0	
Program Description: Mgmt of WQ Department, district administration, & public information									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Provide management and administrative direction to the department. Recover 100% of departmental costs.									
004	Geographic Information Systems	1,404,195	83,701	1,320,494	0	0	8.0	0	
Program Description: Development of an automated base mapping system									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Develop, operate & maintain an automated base mapping system for online information access including property characteristics, supervisorial districts & sales data. Recover 100% of section costs.									
005	WQ North Repair & Maintenance	9,227,025	0	9,227,025	0	0	75.0	24	
Program Description: Sewage & pump stations north of the river									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Operate & maintain 1,480 miles of collector pipeline & 34 miles of interceptor pipeline north of the American River. Recover 100% of section costs.									

Budget Unit: 2550000 Public Works-Water Quality		Agency: Public Works						
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
006	WQ South Repair & Maintenance	8,210,249	0	8,210,249	0	0	70.0	25
Program Description:	Sewage & pump stations south of the river							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Operate & maintain 1,137 miles of collector pipeline & 53 miles of interceptor pipeline south of the American River. Recover 100% of section costs.							
007	WQ Industrial Waste	1,646,190	0	1,646,190	0	0	16.0	0
Program Description:	Monitor & regulate industrial customers							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Monitor & regulate approximately 70 industrial customers including customers subject to certain U.S. Environmental Agency regulations. Recover 100% of section costs.							
008	WQ Policy & Planning	2,189,541	0	2,189,541	0	0	16.0	2
Program Description:	Long range planning, policy development & permitting							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Provide long range planning and policy development which includes negotiating for SRCSD & CSD 1 treatment plants State Regional Board permits. Recover 100% of section costs.							
009	WQ Public Information Office	601,136	0	601,136	0	0	5.0	1
Program Description:	Public outreach, information & education							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Provide public outreach & information dissemination services to assist in educating ratepayers on district matters such as potential rate increases and projects occurring in their communities. Recover 100% of section costs.							
010	WQ Major Conveyance Engineering	5,450,266	0	5,450,266	0	0	38.0	5
Program Description:	Major sewer conveyance planning & engineering							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Provide planning and engineering design services for SRCSD major conveyance projects such as the Lower Northwest Interceptor program estimated at \$506.0 million. Recover 100% of section costs.							
011	WQ Local Collections Engineering	3,014,011	0	3,014,011	0	0	39.0	5
Program Description:	Local collection facilities planning & engineering							
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations							
Anticipated Results:	Provide planning & engineering design services for the CSD 1 local collection systems, anticipating 6 pipeline rehabilitation projects & 4 sewer relief projects. Recover 100% of section costs.							

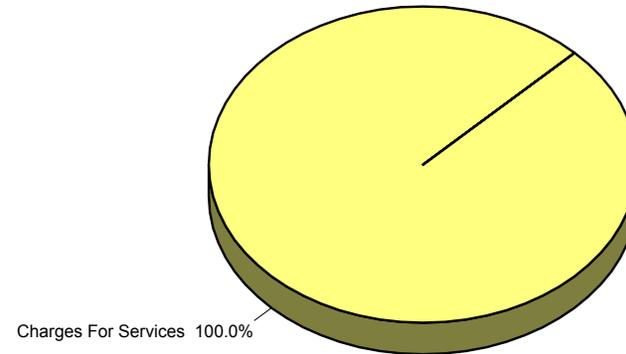
Budget Unit: 2550000 Public Works-Water Quality		Agency: Public Works						
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
012	WQ Technical Support Engineering	2,019,524	0	2,019,524	0	0	19.0	0
Program Description: Autocad, drafting & computer support								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Provide technical support to other Collection Systems sections, develop & maintain O&M manuals, drafting support & coordination with the GIS Section to post system drawings to the GIS system. Recover 100% of section costs.								
013	WQ Engineering Special Projects	344,286	0	344,286	0	0	2.0	1
Program Description: Master Plan updates & coordination								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Perform highly technical studies for CSD 1 & SRCSD systems including the master planning program & feasibility studies for handling high wastewater flows during storm events. Recover 100% of section costs.								
014	WQ M&O Support	3,006,543	0	3,006,543	0	0	29.0	15
Program Description: Regulatory compliance & asset management								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Provide state and federal regulatory compliance and asset management for the maintenance & regular replacement of assets to ensure SRCSD & CSD 1 continue to provide high levels of service to their ratepayers. Recover 100% of section costs.								
015	WQ Drainage Administration	1,226,021	1,226,021	0	0	0	7.0	5
Program Description: Administration of drainage maintenance activities								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Provide management of the Drainage section's daily activities including planning and tracking projects, gathering data and maintaining records of completed projects. Recover 100% of section costs.								
016	WQ North Drainage	4,127,955	0	4,127,955	0	0	38.0	11
Program Description: Drainage facilities north of the river								
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Operate and maintain drainage facilities consisting of storm drain pipes, creeks & open channels, pump stations & detention basins north of the American River. Recover 100% of section costs.								

Budget Unit: 2550000 Public Works-Water Quality		Agency: Public Works							
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
017	WQ South Drainage	5,333,364	0	5,333,364	0	0	30.0	11	
Program Description: Drainage facilities south of the river									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Operate and maintain drainage facilities consisting of storm drain pipes, creeks & open channels, pump stations & detention basins south of the American River. Recover 100% of section costs.									
018	WQ Potable Water M&O	4,151,460	0	4,151,460	0	0	37.0	5	
Program Description: Drinking water systems operated by Sacramento County									
Countywide Priority: 0 Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Operate and maintain County drinking water systems serving over 31,000 customers and consisting of 2.4 million feet of pipe, 7 water wells, 7 treatment plants and 3 booster stations. Recover 100% of section costs.									
TOTAL:		59,337,008	7,983,964	51,353,044	0	0	457.0	118	

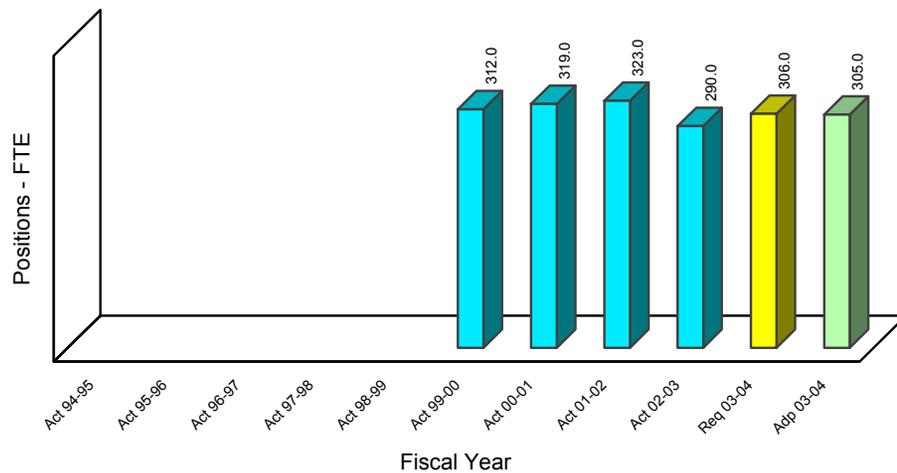
Departmental Structure



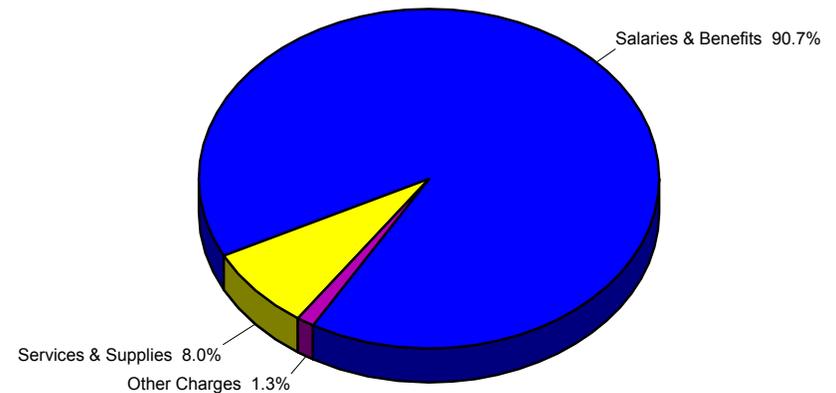
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
033A

ACTIVITY: Water Quality - SRWTP
UNIT: 2560000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Charges for Service	25,904,066	24,892,177	26,492,180	29,589,563	28,694,817
Total Operating Rev	25,904,066	24,892,177	26,492,180	29,589,563	28,694,817
Salaries/Benefits	21,935,729	20,870,237	23,279,000	26,924,339	26,029,593
Service & Supplies	81,468	97,948	128,362	134,678	134,678
Other Charges	864,486	968,149	1,028,931	360,748	360,748
Intrafund Chgs/Reimb	5,850	4,550	2,055,887	2,169,798	2,169,798
Cost of Goods Sold	2,396,671	0	0	0	0
Total Operating Exp	25,284,204	21,940,884	26,492,180	29,589,563	28,694,817
Other Revenues	780	1,050	0	0	0
Total Nonoperating Rev	780	1,050	0	0	0
Net Income (Loss)	620,642	2,952,343	0	0	0
Positions	323.0	290.0	291.0	306.0	305.0

PROGRAM DESCRIPTION:

- The Public Works Agency, Department of Water Quality provides and directs the design, construction, operation and maintenance of facilities at the Sacramento Regional Wastewater Treatment Plant (SRWTP). The Sacramento Regional County Sanitation District (SRCSD) owns these facilities. Contributing agencies include County Sanitation District No. 1 and the cities of Sacramento and Folsom.
- Water Quality staff maintains and operates the SRWTP in Elk Grove which treats 181 million gallons of wastewater per day as well as the Courtland and Walnut Grove treatment plants.

MISSION:

To protect public health and the environment through reliable and safe treatment of all wastewater in the most cost-effective manner possible now and in the future.

GOALS:

- Complete the environmental review process for the 2020 SRWTP Master Plan.
- Experience five or fewer violations of the National Pollutant Discharge Elimination System discharge permit.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The new Water Reclamation Plant was completed and began operation, processing up to five million gallons of wastewater per day for irrigating schools, parks, green belts and commercial landscaping.
- Implementation of an internal budget database allowed management and budget staff to easily compare the prior-year budget and actual expenditures with new budget requests at a cost center level. Incremental increases and decreases were tracked by account for statistical purposes.
- A new Project Management Database (PMD) and Regulatory Compliance Tracking System were implemented. The PMD was designed to track employee time charged against specific projects and allow project managers the ability to run reports based on pay periods, specific time frames or projects.

SIGNIFICANT CHANGES FOR 2003-04:

- The budget reflects a net increase of \$2.2 million due to an increase in salaries and benefits related to the addition of 15.0 midyear positions. The positions are necessary to replace contract employees and to respond to increasing regulatory requirements. Further review and analysis will be conducted to determine future staffing needs.
- The new laboratory facility at the SRWTP will be completed and ready for operation early in the fiscal year. Staff and equipment will relocate to the new facility soon after completion.
- A training plan for all Operations and Maintenance job classes is planned for development and implementation.

2003-04 PROGRAM INFORMATION

Budget Unit: 2560000 Public Works-Water Quality-SRWTP		Agency: Public Works							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	Treatment Plant Operations	28,694,817	0	28,694,817	0	0	305.0	0	
Program Description:	Plant O&M, engineering, lab & administration								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Provide staff to operate & maintain the Sacramento Regional Wastewater Treatment Plant which provides safe & efficient wastewater treatment & disposal. Recovering 100% of division costs.								
TOTAL:		28,694,817	0	28,694,817	0	0	305.0	0	

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: County Sanitation No. 1
3005000

FUND: COUNTY SANITATION DIST NO. 1
267A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	30,659,826	27,286,831	49,177,272	27,370,867	27,370,867
Other Charges	2,891,448	4,435,672	3,913,000	2,762,361	2,762,361
Improvements	84,281	721,822	157,657	0	0
Equipment	445,023	238,433	451,150	302,700	302,700
Interfund Reimb	0	-4,000,000	-4,000,000	0	0
Total Finance Uses	34,080,578	28,682,758	49,699,079	30,435,928	30,435,928
Means of Financing					
Fund Balance	-3,680,716	25,455,079	25,455,079	1,174,328	1,174,328
Reserve Release	1,779,283	0	0	0	0
Taxes	1,239	0	0	0	0
Licenses/Permits	241,099	148,403	0	100,000	100,000
Fines/Forfeitures/Penalties	244,001	260,642	0	200,000	200,000
Use Of Money/Prop	-63,137	-9,920	5,000	0	0
Charges for Service	23,640,824	27,741,848	23,947,000	28,561,000	28,561,000
Other Revenues	693,526	589,172	292,000	400,600	400,600
Other Financing	6,000,000	1	0	0	0
Total Financing	28,856,119	54,185,225	49,699,079	30,435,928	30,435,928

PROGRAM DESCRIPTION:

- County Sanitation District No. 1 (CSD-1) is governed by a Board of Directors comprised of the Sacramento County Board of Supervisors, plus one representative each from the Sacramento, Folsom, Citrus Heights, Elk Grove, and Rancho Cordova city councils. On March 6, 1978, this district was formed by the consolidation of the following districts: Arden, Central, Natomas, Northeast Sacramento, County Sanitation District No. 2, County Sanitation District No. 6, Cordova, Highlands Estates, Linwood, and Sabre City.

- The CSD-1 Operating Fund provides for the following:
 - District operations.
 - Construction of new collector sewers of less than one million gallons per day (MGD) peak wet weather flow (PWWF) capacity.
 - Inflow/Infiltration reduction through inspection, repair, and rehabilitation programs.
 - Maintenance facilities for Water Quality staff.

- Pipeline and pump station projects having a PWWF capacity greater than 1 MGD are budgeted in the CSD-1 Trunk Improvement Fund (268A) or the Sacramento Regional County Sanitation District Operations-Capital Outlay Fund (262A).
- This program is administered by the Public Works Agency, Department of Water Quality, which provides labor to operate and maintain trunk and collector sewer lines, pump stations, and other facilities comprising the wastewater collection system.

MISSION:

To provide the safest, most cost-effective collection and conveyance of wastewater to protect public health and the environment.

GOALS:

- Scan and convert data, such as sewer studies, maps and project information, from hard copy records to the FileNet database for online access.
- Create a database to establish Global Positioning System (GPS) points for all manholes within the district.
- Develop a Capacity, Management, Operation and Maintenance Program.
- Implement a Grease Source Control Program.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- A project to replace the antiquated sewer system for the town of Locke, including the installation of 52 sewer sump pumps, was substantially completed this year. Service was being provided although billing for that service would not begin until September 2003. The project was grant funded by the United States Department of Agriculture and the Sacramento Housing and Redevelopment Agency.
- The Fats, Oils and Grease Public Education Program, aimed at reducing clogs in the system, was launched. The program included a 30-second television commercial spot and a web site for tips on source control and proper disposal methods.
- The Government Finance Officers Association of the United States and Canada awarded its Certificate of Achievement for Excellence in Financial Reporting to CSD-1 for the District's 2001-02 Comprehensive Annual Financial Report. This was the fifth year CSD-1 received this award.

SIGNIFICANT CHANGES FOR 2003-04:

- The budget reflects a net decrease of \$19.2 million due to correction of a fund balance issue (decrease) from Fiscal Year 2002-03, partially offset by increases for chemicals, plumbing maintenance supplies, Public Works

Services, and repayment of a loan to Fund 033A. No Interfund reimbursements are included for this fiscal year.

- The operations budget will be separated into seven fund centers to mirror the organizational structure and allow managers to be responsible for budget development and compliance within their respective fund centers.
- New state and federal regulations require collection systems to obtain and comply with operating permits in an effort to prevent overflows due to inadequate maintenance or capacity. CSD-1 will take a proactive approach to the new requirements by:
 - Developing and implementing an asset management program to replace the existing maintenance management system.
 - Evaluating maintenance and operations processes for effectiveness, as well as root cause analysis of overflow incidents and equipment or piping failures.
 - Developing, documenting and reporting for a maintenance program and related performance measures.
 - Continuing to update system maps, record drawings and maintenance manuals.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Replacement** **\$1,000,000**
This reserve helps finance replacement of major collection system components when they are beyond economical maintenance. There is no change to this reserve.
- **General Reserve** **\$2,300,000**
This reserve is maintained at 10.0 percent of the operating budget to finance large, unforeseen operations and maintenance costs. There is no change to this reserve.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: CSD#1 - Rehabilitation-Capital Outlay
3004000

FUND: CSD#1 - REHABILITATION-CAPITAL OUTLAY
269B

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	3,405,594	7,087,042	6,815,749	6,830,092	6,830,092
Other Charges	971,077	993,486	958,912	1,068,833	1,068,833
Improvements	3,605,722	4,739,550	7,518,054	487,104	487,104
Interfund Charges	0	2,500,000	2,500,000	0	0
Interfund Reimb	0	-5,000,000	-5,000,000	0	0
Total Finance Uses	7,982,393	10,320,078	12,792,715	8,386,029	8,386,029
Means of Financing					
Fund Balance	6,004,926	5,904,115	5,904,115	1,241,775	1,241,775
Fines/Forfeitures/Penalties	14,945	19,915	0	0	0
Use Of Money/Prop	265,466	240,903	330,000	100,000	100,000
Charges for Service	5,590,859	6,275,095	6,258,600	6,444,000	6,444,000
Other Revenues	2,454	50,809	300,000	600,254	600,254
Total Financing	11,878,650	12,490,837	12,792,715	8,386,029	8,386,029

PROGRAM DESCRIPTION:

- The County Sanitation District No. 1 Rehabilitation-Capital Outlay Fund was created in 1997-98 to provide for the evaluation and rehabilitation of the collection and trunk sewer systems.
- The program was developed using a two-level approach. First is a short-term program designed to correct common, known defects quickly and inexpensively. Second is a long-term program that will include design and construction of larger and more comprehensive rehabilitation projects. These two approaches are coordinated by a steering committee consisting of Water Quality engineering, operations and maintenance, and administrative staff.
- This unit is administered by the Public Works Agency, Department of Water Quality.

MISSION:

To provide the safest, most cost effective collection and conveyance of wastewater to protect public health and the environment.

GOALS:

- Complete the design, contract bidding and construction of the Folsom/Routier interceptor, including the realignment of the main lines at the intersection of Folsom Boulevard and Routier Road.
- Identify and prioritize rehabilitation program funding requirements based on condition assessment results.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Specific areas of the Walnut Grove Sewershed previously identified for rehabilitation were updated and repaired. The project included repairs to sages, swales and offset joints and was substantially completed within the fiscal year.
- The rehabilitation of the South Natomas Sewershed was field accepted in April 2002. However, final acceptance of the project was not made until May 2003 due to the need for a more complete set of record drawings. This project consisted of rehabilitating 48 sewer manholes, 11 sanitary sewer spot repairs, installation of 3,395 feet of pipe liner, replacement of 4,385 feet of pipe, reconstruction of 18 service laterals, and rehabilitation of approximately 146 maintenance holes.
- The Government Finance Officers Association of the United States and Canada awarded its Certificate of Achievement for Excellence in Financial Reporting to County Sanitation District No. 1 (CSD-1) for the District's 2001-02 Comprehensive Annual Financial Report. This was the fifth year CSD-1 received this award.

SIGNIFICANT CHANGES FOR 2003-04:

- The budget reflects a net decrease of \$4.4 million due to reductions for interfund charges, fixed assets, and engineering and consulting contracts. Contracts for some projects, such as the Double Wye Separations, have been cancelled. Department of Water Quality staff will perform the work.
- The rehabilitation budget will be separated into four fund centers to mirror the organizational structure and allow each manager to be responsible for budget development and compliance within their respective fund centers.
- The CSD-1 Capital Improvement Program, as approved by the Board of Directors, outlines a planned increase in the rehabilitation program. This increase will allow the CSD-1 system to continue to function at the desired level of service and to meet current and anticipated regulatory requirements.

WQ - COUNTY SANITATION DISTRICT NO. 1 TRUNK IMPROVEMENTS 3006000

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: County Sanitation Dist No. 1-Trunk Improvement
3006000

FUND: CO SANIT DIST NO. 1-TRK IMPROVEMENT
268A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	3,334,084	5,527,057	5,371,092	5,429,609	5,429,609
Other Charges	5,441,082	6,044,657	5,585,649	23,160,332	13,160,332
Improvements	1,935,876	2,388,989	15,333,358	12,990,496	12,990,496
Equipment	84,922	21,101	0	30,000	30,000
Interfund Charges	0	6,500,000	6,500,000	0	0
Total Finance Uses	10,795,964	20,481,804	32,790,099	41,610,437	31,610,437
Means of Financing					
Fund Balance	30,298,781	24,366,139	24,366,139	13,642,037	13,642,037
Fines/Forfeitures/Penalties	25	2,818	0	0	0
Use Of Money/Prop	2,832,457	1,693,512	3,255,000	2,250,000	2,250,000
Charges for Service	6,357,916	10,724,157	5,168,960	25,718,400	15,718,400
Other Revenues	-76,542	11,383	0	0	0
Total Financing	39,412,637	36,798,009	32,790,099	41,610,437	31,610,437

PROGRAM DESCRIPTION:

- The County Sanitation District No. 1 (CSD-1) Trunk Improvement Fund was formed on July 1, 1982 to provide for trunk sewer constructions in the urbanized, unincorporated area of Sacramento County. A Board of Directors, comprised of the Sacramento County Board of Supervisors plus one representative each from the Sacramento, Folsom, Citrus Heights, Elk Grove, and Rancho Cordova city councils, governs this district.
- Typically, the only trunk construction projects financed by this fund are those with a peak wet weather flow (PWWF) capacity greater than one million gallons per day (MGD), but less than 10 MGD. Smaller

construction projects are financed through the CSD-1 Operations Fund (267A) while large interceptor projects are budgeted in the Sacramento Regional County Sanitation District Operations-Capital Outlay Fund (262A).

- The Public Works Agency, Department of Water Quality administers this program.

MISSION:

To provide the safest, most cost effective collection and conveyance of wastewater to protect public health and the environment.

GOALS:

- Develop a plan to recover costs for developer plan checking.
- Initiate design of the new corporation yard and offices at Ecology Lane.
- Provide permit information through use of the Geographic Information System.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The North Operations and Maintenance Section relocated to the newly remodeled North County Corporation Yard. The relocation allowed for increased efficiency and reduced drive times to project work sites.
- Due to long-range planning and multiyear life cycles, capital improvements for fixed assets were underexpended by \$12.9 million. The scope and timing required for the Hazel Avenue Trunk Sewer Expansion Project increased, allowing for the inclusion of several smaller projects. The Larry Way Pump Station Replacement Project was delayed due to the need to perform flow-monitoring tests and to create a static model of collector lines to analyze issues discovered on site.
- The Government Finance Officers Association of the United States and Canada awarded its Certificate of Achievement for Excellence in Financial Reporting to CSD-1 for the District's 2001-02 Comprehensive Annual Financial Report. This was the fifth year CSD-1 received this award.

SIGNIFICANT CHANGES FOR 2003-04:

- The trunk improvement budget will be separated into three fund centers to mirror the organizational structure and allow managers to be responsible for budget development and compliance within their respective fund centers.
- A net increase of \$7.5 million in Other Charges is anticipated due to an expected increase in developer reimbursements for construction of sewer facilities (sewer trunks and pump/lift stations). Restructured sewer impact fees and an anticipated surge in developer activities in expansion areas constitute the majority of the increase. Reimbursements are provided at the request of the developer upon the District's acceptance of the constructed facility.
- An increase in the Relief Capital Program is planned as outlined in the CSD-1 Capital Improvement Program approved by the Board of Directors. This increase will allow the CSD-1 system to serve community growth and to continue to meet new and future regulatory requirements.

- No Interfund charges are included in this budget resulting in a \$6.5 million decrease.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Construction** **\$15,743,336**
This reserve provides funds for the expansion and improvement of the CSD-1 trunk sewer system. This reserve includes accumulated interest earnings and sewer impact (connection) fees applicable to the purchase of capacity in the existing sewer system. As community development occurs, this reserve is reduced to finance new trunk projects. There is no change to this reserve.
- **Reserve for Rate Stabilization** **\$1,000,000**
This reserve was established in conjunction with the 2000 Revenue Bond Issue. Bond documents require the establishment of this reserve to be used to mitigate rate increases or provide revenue to meet bond covenants. There is no change to this reserve.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: SRCSD 2000 Revenue Bonds
3004100

FUND: SRCSD 2000 REVENUE BONDS
240C

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	28,280	349,119	334,485	350,606	350,606
Other Charges	1,619,452	32,578,507	34,695,450	35,189,976	35,189,976
Total Finance Uses	1,647,732	32,927,626	35,029,935	35,540,582	35,540,582
Reserve Provision	0	0	0	11,510	11,510
Total Requirements	1,647,732	32,927,626	35,029,935	35,552,092	35,552,092
Means of Financing					
Fund Balance	-77,361	-7,515	-7,515	20,092	20,092
Reserve Release	91,242	0	0	0	0
Use Of Money/Prop	5,614	240	0	0	0
Other Revenues	1,619,452	32,954,992	35,037,450	35,532,000	35,532,000
Total Financing	1,638,947	32,947,717	35,029,935	35,552,092	35,552,092

PROGRAM DESCRIPTION:

- This unit was established on June 1, 2000, to provide debt service for the Sacramento County Regional Sanitation District's Financing Authority 2000 Revenue Bond issue and 2001 Refunding Revenue Bonds.
- Revenues for debt service and minor related accounting costs are transferred from the Sacramento Regional County Sanitation District Operations-Capital Outlay Fund (262A), where offsetting amounts are budgeted. The 2000 Revenue Bond indenture allows all district revenues, including impact fees, to be used to satisfy bond covenant requirements. As such, underlying revenue for these appropriations originates in the District's Operations-Capital Outlay Fund.

- This unit is administered by the Public Works Agency, Department of Water Quality.

MISSION:

To provide debt service while meeting bond covenant requirements for the Sacramento Regional County Sanitation District 2000 Revenue Bond issue.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Government Finance Officers Association of the United States and Canada awarded its Certificate of Achievement for Excellence in Financial Reporting to Sacramento Regional County Sanitation District (SRCSD) for

the District's 2001-02 Comprehensive Annual Financial Report. This was the tenth year SRCSD received this award.

SIGNIFICANT CHANGES FOR 2003-04:

- Provision for reserves reflects an increase of \$11,510 to establish a General Reserve for future debt service payments and associated expenses.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve** \$11,510
This reserve provides for future debt service requirements for the District's 2000 Revenue Bond issue. This is a new reserve and reflects an increase of \$11,510.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: CSD 1 2000 Revenue Bonds
3004200

FUND: CSD 1 2000 REVENUE BONDS
240D

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	-33,342	11,121	20,438	15,109	15,109
Other Charges	2,761,576	3,574,561	3,574,561	3,574,165	3,574,165
Total Finance Uses	2,728,234	3,585,682	3,594,999	3,589,274	3,589,274
Reserve Provision	0	34,057	34,057	15,448	15,448
Total Requirements	2,728,234	3,619,739	3,629,056	3,604,722	3,604,722
Means of Financing					
Fund Balance	-12	34,495	34,495	10,557	10,557
Use Of Money/Prop	1,165	802	0	0	0
Other Revenues	2,761,576	3,594,999	3,594,561	3,594,165	3,594,165
Total Financing	2,762,729	3,630,296	3,629,056	3,604,722	3,604,722

PROGRAM DESCRIPTION:

- This unit was established June 1, 2000, to provide debt service for the County Sanitation District's Financing Authority 2000 Revenue Bond issue for County Sanitation District No. 1 (CSD-1).
- Revenues for debt service and minor related accounting costs are transferred from the CSD-1 Rehabilitation-Capital Outlay Fund (269B) and CSD-1 Trunk Improvement Fund (268A) where offsetting amounts are budgeted. The 2000 Revenue Bond indenture allows all district revenues, including impact fees, to be used to satisfy bond covenant requirements. As such, the underlying revenue for these appropriations originates in the Rehabilitation-Capital Outlay and Trunk Improvement funds.
- This unit is administered by the Public Works Agency, Department of Water Quality.

MISSION:

To provide debt service while meeting bond covenant requirements for the County Sanitation District No. 1 2000 Revenue Bond issue.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Government Finance Officers Association of the United States and Canada awarded its Certificate of Achievement for Excellence in Financial Reporting to CSD-1 for the District's 2001-02 Comprehensive Annual Financial Report. This was the fifth year CSD-1 received this award.

SIGNIFICANT CHANGES FOR 2003-04:

- There are no significant changes.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve** **\$49,505**
This reserve provides for future debt service requirements for the District's 2000 Revenue Bond issue and reflects an increase of \$15,448.

WQ - COUNTY SANITATION DISTRICT EXPANSION - CONSTRUCTION 3029000

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: SRCSD Expansion-Construction
3029000

FUND: SRCSD EXPANSION-CONSTRUCTION
263A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Total Finance Uses	0	0	0	0	0
Means of Financing					
Fund Balance	157,760,135	0	0	0	0
Reserve Release	20,908,124	0	0	0	0
Total Financing	178,668,259	0	0	0	0

PROGRAM DESCRIPTION:

- The Sacramento Regional County Sanitation District (SRCSD) Expansion-Construction Fund was established on July 1, 1984. All capital expenditures and related engineering, inspection, contingency, and administrative costs not financed through the SRCSD Operations-Capital Outlay Fund (262A) were budgeted in this fund. This budget was responsible for financing future expansions and improvements to the existing Regional system.
- Effective July 1, 2001, this program was combined with the SRCSD Operations-Capital Outlay Fund (262A).
- This unit was administered by the Public Works Agency, Department of Water Quality.

FOR INFORMATION ONLY

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Regional San Dist-Debt Service
9607000

FUND: REGIONAL SAN DIST-DEBT SERVICE
265A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	2,181	2,377	13,000	11,200	11,200
Other Charges	5,277,845	5,271,033	5,271,033	5,254,295	5,254,295
Total Finance Uses	5,280,026	5,273,410	5,284,033	5,265,495	5,265,495
Reserve Provision	27,075	0	0	0	0
Total Requirements	5,307,101	5,273,410	5,284,033	5,265,495	5,265,495
Means of Financing					
Fund Balance	924,307	412,540	412,540	625,635	625,635
Reserve Release	0	6,812	6,812	5,538	5,538
Taxes	4,671,824	5,381,043	4,789,681	4,559,322	4,559,322
Use Of Money/Prop	123,509	98,650	75,000	75,000	75,000
Total Financing	5,719,640	5,899,045	5,284,033	5,265,495	5,265,495

PROGRAM DESCRIPTION:

- The Sacramento Regional County Sanitation District Debt Service Fund makes annual principal and semi-annual interest payments on the 1998 General Obligation Refunding bonds.
- Revenue is generated by an ad valorem real property tax approved by the voters of the District on June 4, 1974, and levied solely for the purpose of retiring its own bonded indebtedness.
- This unit is administered by the Public Works Agency, Department of Water Quality.

MISSION:

To provide debt service for the Sacramento Regional County Sanitation District's 1998 Refunding Bonds.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Government Finance Officers Association of the United States and Canada awarded its Certificate of Achievement for Excellence in Financial Reporting to Sacramento Regional County Sanitation District (SRCSD) for the District's 2001-02 Comprehensive Annual Financial Report. This was the tenth year SRCSD received this award.

SIGNIFICANT CHANGES FOR 2003-04:

- The real property secured tax rate will decrease from \$0.0082 to \$0.0070 per \$100 of assessed value.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve** **\$5,265,495**
This reserve was established pursuant to the bond covenants for the 1998 General Obligation Refunding Bonds and is adjusted each year to conform to reserve requirements. This reserve reflects a decrease of \$5,538.

WQ - COUNTY SANITATION DISTRICT - OPERATING CAPITAL OUTLAY 3030000

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: SRCSD Operations-Capital Outlay
3030000

FUND: SRCSD OPERATIONS-CAPITAL OUTLAY
262A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	15,185,673	42,106,476	11,418,932	67,163,894	67,163,894
Other Charges	45,762,097	34,861,112	37,905,450	82,032,000	82,032,000
Improvements	26,824,847	39,681,882	241,137,939	78,675,898	78,675,898
Equipment	6,301	218,778	0	0	0
Interfund Charges	0	8,976,000	0	0	0
Interfund Reimb	0	-40,000,000	-40,000,000	0	0
Contingencies	0	0	1,000,000	1,000,000	1,000,000
Total Finance Uses	87,778,918	85,844,248	251,462,321	228,871,792	228,871,792
Reserve Provision	43,488,290	166,510,000	166,510,000	2,600,000	2,600,000
Total Requirements	131,267,208	252,354,248	417,972,321	231,471,792	231,471,792
Means of Financing					
Fund Balance	141,861,674	354,743,425	354,743,425	162,994,292	162,994,292
Reserve Release	20,000,000	1,650,000	1,650,000	500,000	500,000
Use Of Money/Prop	13,158,808	8,856,572	8,550,000	4,800,000	4,800,000
Charges for Service	63,054,412	86,422,746	52,528,896	63,177,500	63,177,500
Other Revenues	767,839	493,344	500,000	0	0
Other Financing	121,861,448	9,087,000	0	0	0
Total Financing	360,704,181	461,253,087	417,972,321	231,471,792	231,471,792

PROGRAM DESCRIPTION:

- The Sacramento Regional County Sanitation District (SRCSD) Operations–Capital Outlay Fund was established on July 1, 1995. All capital expenditures and related engineering, inspection, contingency, and administrative costs are budgeted in this fund. The fund is responsible for financing future expansions and capital improvements to the existing Regional Sanitation District treatment, disposal, and conveyance systems.

- This unit is used primarily for construction-related appropriations. In June 2000, the District issued \$500.0 million in 2000 Revenue Bonds to finance new construction projects and refund the outstanding 1993 and 1995 Revenue Bonds. A portion of the bonds were refunded in June 2001 to achieve lower debt service costs. Bond proceeds are allocated to this fund and are included within appropriations rather than in reserves. Debt service

payments from this unit are made to the SRCSD 2000 Revenue Bond Debt Service Fund (240C) from which payments are made to the trustee.

- This program is administered by the Public Works Agency, Department of Water Quality, which provides administrative oversight and coordination services to the contractors and consultants engaged in various large plant and interceptor construction projects.

MISSION:

To protect public health and the environment through reliable and safe collection and treatment of all wastewater in the most cost effective manner possible now and in the future.

GOALS:

- Complete the environmental review process for the Sacramento Regional Wastewater Treatment Plant 2020 Master Plan.
- Continue design and acquisition of right-of-way for the Lower Northwest Interceptor System to serve the northern portions of Sacramento County and the City of West Sacramento.
- Complete the design and initiate construction of the Upper Northwest Interceptor System to serve the northern portions of Sacramento County.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The District executed a swap agreement on the 2000 Subordinate Lien Variable Rate Revenue Bonds, Series C. The swap allowed the District to obtain a low fixed rate on the bonds and receive a \$9.1 million one-time premium payment. The premium payment was designated for use in Fiscal Year 2003-04 to increase reserves for mitigation of future rate increases, and to fund the Septic Tank Conversion Program and the Fats, Oils and Grease Program.
- Activity for construction services and supplies increased due to right-of-way and easement acquisitions. These land purchases were necessary due to the commencement of large multiyear capital interceptor projects.
- The Government Finance Officers Association of the United States and Canada awarded its Certificate of Achievement for Excellence in Financial Reporting to SRCSD for the District's 2001-02 Comprehensive Annual Financial Report. This was the tenth year SRCSD received this award.

SIGNIFICANT CHANGES FOR 2003-04:

- The budget reflects a decrease of \$186.5 million due to a lower reserve provision and a reduction for capital improvements. The capital improvements reduction is the result of a lower fund balance since proceeds from the 2000 Revenue Bond Issue are reappropriated each year for projects.

- The District is entering into the largest capital improvement phase in its history. In addition to ongoing work on multiyear projects such as the Upper and Lower Northwest Interceptors, the Bradshaw and Folsom Interceptors, and the Arden Force Main and Pump Station, the District is beginning the consultant and design phases for projects such as the Laguna Creek Interceptor-1, the Dry Creek Relief Project, and the Watershed Offset Study.
- A significant increase in the cost of the Lower Northwest Interceptor is now projected. The project was originally estimated at \$292.0 million in August 2001. However, the cost of the pipeline is now estimated at \$508.0 million with changes expected once construction contract bidding is completed. This project is expected to be complete in late 2006.
- The District is embarking on a significant new program to utilize its assets in the most effective manner. The goal of the Asset Management Program is to meet required levels of service in the most cost-effective way, through the planning, acquisition, maintenance, operation, rehabilitation and disposal of assets. The program will yield business practices that allow the assets within a given jurisdiction to operate at the defined levels of service in a sustainable manner such that future generations will not have to pay for the replacement or rehabilitation of deteriorating assets. The District will develop a strategic plan to guide this program.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Expansion** **\$20,908,124**
This reserve finances new district requirements for facility expansions. There is no change to this reserve.
- **Reserve for Replacement** **\$40,430,166**
This reserve finances replacement of major collection system components when they are beyond economical maintenance. This reserve reflects a decrease of \$500,000 to be used to fund five projects including reroofing, switchgear replacement, pump control replacement and leak-proofing the carbonaceous oxidation tanks.
- **Reserve for Debt Service Stabilization** **\$5,100,000**
This reserve mitigates increases in debt service due to the potential increase in the variable interest rates on the 2000 Revenue Bonds, Series C, which may result in increased service fees. This reserve reflects an increase of \$2,600,000.
- **Reserve for 2001 Refunding Debt Repayment** **\$124,010,000**
This reserve is funded by the issuance of the 2001 Refunding Bonds and finances the repayment of certain 2000 Revenue Bonds at a lower interest rate, thereby lowering debt service requirements. There is no change to this reserve.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Regional Sanitation District-Operating
3028000

FUND: REGIONAL SANITATION DISTRICT
261A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Salaries/Benefits	11,739	13,698	15,000	15,000	15,000
Services & Supplies	55,589,978	59,363,778	63,370,705	67,999,505	67,999,505
Other Charges	2,505,038	1,463,024	1,040,123	1,100,000	1,100,000
Improvements	26,082	21,790	50,000	0	0
Equipment	657,076	337,584	130,000	530,000	530,000
Interfund Charges	0	40,000,000	40,000,000	0	0
Interfund Reimb	0	-8,976,000	0	0	0
Cost of Goods Sold	-189	150	0	0	0
Total Finance Uses	58,789,724	92,224,024	104,605,828	69,644,505	69,644,505
Reserve Provision	11,492,123	5,600,000	5,600,000	8,976,000	8,976,000
Total Requirements	70,281,847	97,824,024	110,205,828	78,620,505	78,620,505
Means of Financing					
Fund Balance	13,003,769	9,098,084	9,098,084	10,364,316	10,364,316
Reserve Release	0	40,000,000	40,000,000	7,797,845	7,797,845
Use Of Money/Prop	3,400,494	1,974,738	5,220,000	3,105,000	3,105,000
Aid-Gov'n't Agencies	1,501,174	772,031	500,000	500,000	500,000
Charges for Service	58,051,422	56,889,164	55,057,744	56,358,344	56,358,344
Other Revenues	1,007,998	1,454,534	330,000	495,000	495,000
Other Financing	60,000	0	0	0	0
Total Financing	77,024,857	110,188,551	110,205,828	78,620,505	78,620,505

PROGRAM DESCRIPTION:

- A nine-member Board of Directors, comprised of the Sacramento County Board of Supervisors plus one representative each from Sacramento, Folsom, Citrus Heights, Elk Grove, and Rancho Cordova city councils, governs this district.
- This program is administered by the Public Works Agency, Department of Water Quality which provides labor to operate and maintain the Sacramento

Regional Wastewater Treatment Plant (SRWTP) and the District's more than 70-mile wastewater conveyance system. The plant and ancillary facilities provide regional wastewater conveyance, treatment, and disposal services to the community. The District also operates the treatment plants in the Courtland and Walnut Grove communities.

- Wastewater collection services continue to be provided by County Sanitation District No. 1 and the cities of Sacramento and Folsom. Those services are not part of this program.

MISSION:

To protect and enhance the environment and health of a growing Sacramento community by providing wastewater collection and conveyance, wastewater treatment, and biosolids and water reuse in a safe, efficient and innovative manner.

GOALS:

- Complete all 2003 business initiatives.
- Complete 90.0 percent of the construction projects within budget and on schedule.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The new Water Reclamation Plant was completed and began operation. It processes up to five million gallons of wastewater per day for use in irrigating schools, parks, green belts and commercial landscaping.
- The Sacramento Regional County Sanitation District Interceptor Master Plan and implementation of a performance measurement system for SRWTP were successfully completed.
- Chemical expenditures increased 46.0 percent as a result of increased chemical costs for chlorine and sulphur oxide, as well as an overall increase in chemical usage due to process needs and new regulatory requirements.
- The Sacramento River Watershed Program was designed focusing on water quality monitoring and management of the Sacramento River and its tributaries. The main objective was to establish a coordinated and technically sound program that would bring the river and tributaries into compliance for toxic pollutants. The District submitted a final report on the plan to reduce mercury risks in the watershed. The plan outlines elements such as a mercury conceptual model, mass loading elements, fish tissue data, and control measure evaluations, to create an encompassing strategic plan for mercury reduction in the Sacramento River Watershed.
- The Government Finance Officers Association of the United States and Canada awarded its Certificate of Achievement for Excellence in Financial Reporting to SRCSD for the District's 2001-02 Comprehensive Annual Financial Report. This was the tenth year SRCSD received this award.

SIGNIFICANT CHANGES FOR 2003-04:

- The budget reflects a decrease of \$31.6 million. This decrease is the net result of no Interfund charges being included in the budget and an increase

for services and supplies of \$4.3 million for engineering contracts, electricity (due to market fluctuation) and chemical supplies (due to rising costs and usage as a result of more stringent regulatory requirements).

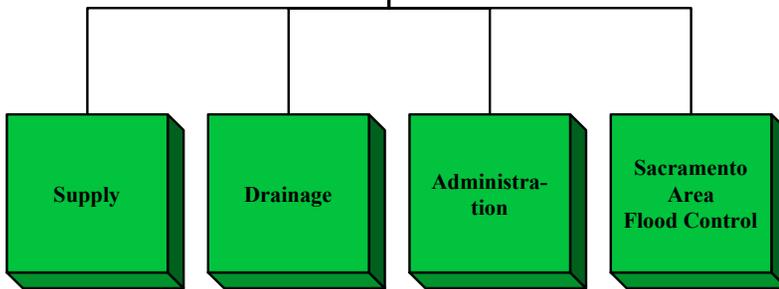
- A study to look into the feasibility of using underground storage of wastewater flows during high flow events is being initiated. Results of this study have the potential to reduce capital costs, increase efficiency, and reduce overflows.
- The District is developing a Rainfall Dependent Infiltration and Inflow Program to reduce the amount of clean water (rainfall and groundwater) entering the collection system. Implementation of this program will reduce costs to collect, pump and treat clean water.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

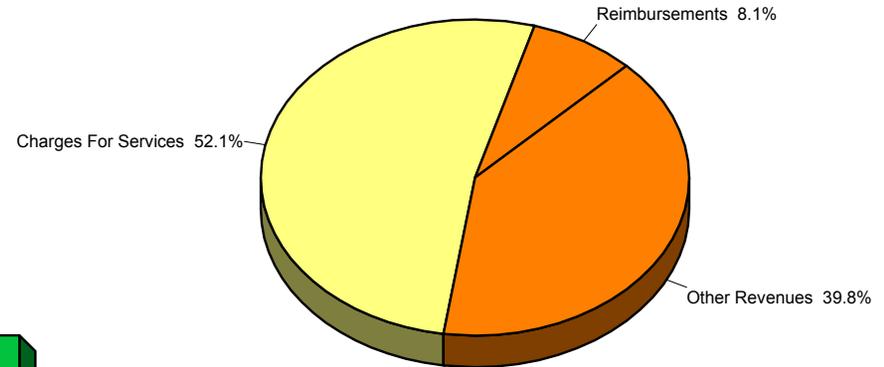
- **Reserve for Replacement** **\$14,591,842**
This reserve finances replacement of major system components that are beyond economical maintenance. This reserve remains unchanged.
- **Reserve for Rate Stabilization** **\$20,500,000**
This reserve mitigates rate increases or provides revenue to meet bond covenant requirements in conjunction with the 2000 Revenue Bond Issue and is required by Bond documents. This reserve remains unchanged.
- **General Reserve** **\$5,500,000**
The General Reserve is maintained at 10.0 percent of the operating budget to finance large, unforeseen operations and maintenance costs. This reserve remains unchanged.
- **Reserve for Facilities Closure** **\$7,021,078**
This reserve finances SRWTP closure and post-closure maintenance costs for sludge storage basins, dedicated land disposal sites, and landfill at the end of their useful lives. This reserve decreased \$5.1 million.
- **Reserve for Incentive and Lifeline Programs** **\$3,500,000**
This reserve provides funding to preserve the Senior Citizens' Lifeline Program and the District's Industrial Incentive Program while remaining in compliance with the requirements of Proposition 218. This reserve remains unchanged.
- **Reserve for Premium Payment** **\$6,278,155**
This reserve will be used to mitigate future rate increases and was funded by a 2000 Revenue Bond swap option. This is a new reserve.

Departmental Structure

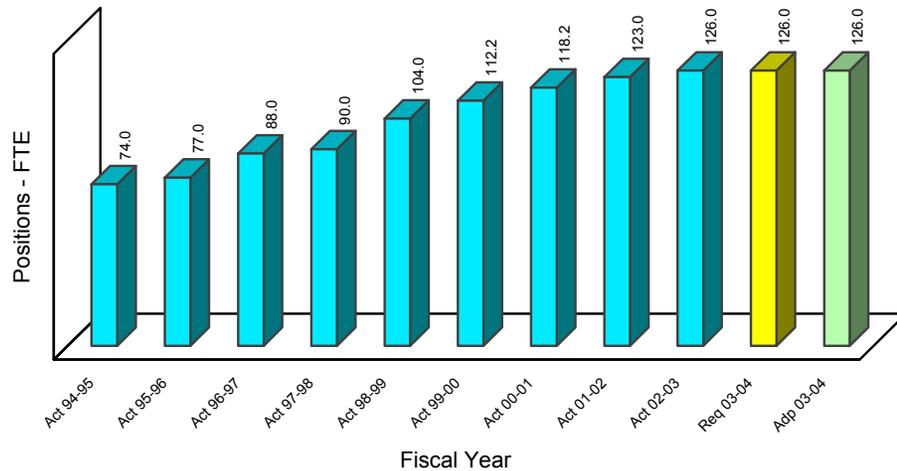
KEITH DEVORE, Director



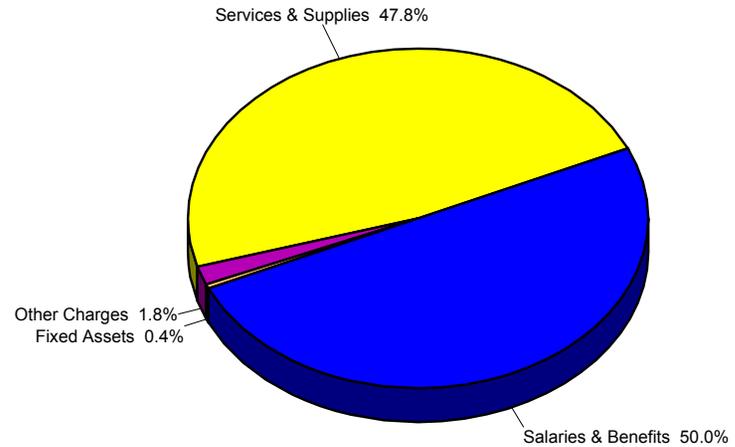
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

FUND: PUBLIC WORKS-OPERATIONS
033A

ACTIVITY: Water Resources
UNIT: 2510000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2003-04

Operating Details	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Use Of Money/Prop Charges for Service	0 12,756,041	62 14,159,196	0 14,670,502	0 15,485,690	0 15,485,690
Total Operating Rev	12,756,041	14,159,258	14,670,502	15,485,690	15,485,690
Salaries/Benefits	8,623,545	9,606,668	10,538,932	11,512,145	11,512,145
Service & Supplies	1,934,679	1,735,860	2,574,529	2,483,882	2,483,882
Other Charges	281,330	327,080	327,079	164,472	164,472
Depreciation/Amort	12,192	13,988	13,106	14,000	14,000
Intrafund Chgs/Reimb	178,993	239,126	1,216,856	1,311,191	1,311,191
Cost of Goods Sold	1,031,553	0	0	0	0
Total Operating Exp	12,062,292	11,922,722	14,670,502	15,485,690	15,485,690
Other Revenues	30	915	0	0	0
Total Nonoperating Rev	30	915	0	0	0
Equipment	17,291	0	0	0	0
Total Nonoperating Exp	17,291	0	0	0	0
Net Income (Loss)	676,488	2,237,451	0	0	0
Positions	124.0	126.0	124.0	126.0	126.0

PROGRAM DESCRIPTION:

- Operates and maintains the water system in order to deliver potable and non-potable water to end-users.
- Develops and implements comprehensive long-range plans for water supply development and management.
- Operates and maintains drainage facilities in order to minimize flooding.
- Manages the urban stormwater quality program in order to reduce the pollutants in urban stormwater runoff in the Unincorporated Areas of Sacramento County and the cities of Citrus Heights and Rancho Cordova to the maximum extent practicable in compliance with the National Pollution Discharge Elimination System permit currently held by the County.

- Manages flood preparedness activities, including planning, public information and sandbag storage and distribution.
- Develops and implements comprehensive flood control and storm drainage plans.

MISSION:

To ensure an adequate and reliable supply of potable water, and to minimize flooding and pollution from stormwater runoff. The Department furnishes the personnel necessary to manage the water supply and drainage programs and to provide the associated services. These services are provided in certain areas within the unincorporated area of Sacramento County and in the incorporated cities of Citrus Heights, Elk Grove and Rancho Cordova.

GOALS:

- Develop and maintain an effective Internet web site to optimize customer satisfaction.
- Support the Sacramento County Water Agency and the Stormwater Utility District by providing quality services in a reliable, cost effective and efficient manner.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Department added two midyear positions including an Administrative Services Officer II and a Communications and Media Officer I.
- The Water Resources Department partnered with the Business Environmental Resource Center (BERC) to conduct a major education and outreach effort for their new stormwater inspection program. The program includes inspections at businesses that were not previously evaluated for stormwater compliance. The new program is part of the Municipal Storm Water Permit renewal and will help protect the quality of waterways in the Sacramento area.
- The Board of Supervisors unanimously approved participation in the Adopt-A-Stormdrain program. The Program received overwhelming support from community businesses. The program uses business sponsorships to pay for stormwater pollution prevention activities including educational outreach efforts and watershed stewardship programs.
- The Department provided free Flood Ready kits to county residents, including leaf bags, rain gauges and helpful information about preparing for floods.
- The Department updated its Business Plan to guide its future direction, activities and resource allocations.

- The Finance and Administration section issued \$50.0 million in Water Supply Revenue bonds to finance new water supply infrastructure in the Zone 40 service area.

SIGNIFICANT CHANGES FOR 2003-04:

- The County will no longer be providing drainage services to the City of Elk Grove due to its incorporation.
- The Sacramento County Water Agency will provide funding to the Planning and Community Development Department for the South Sacramento Habitat Conservation Plan (SSHCP). Both the Comprehensive Zone 40 Water Supply Master Plan Update and the Freeport Regional Water Project will be under environmental review this year and continued development of the SSHCP could help minimize delays.

2003-04 PROGRAM INFORMATION

Budget Unit: 2510000 Public Works-Water Resources		Agency: Public Works							
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED							
001	Water Resources Supply & Drainage	14,493,793	0	14,493,793	0	0	117.0	19	
Program Description:	Provides water supply & drainage maintenance for Sacramento County								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Provide adequate and reliable regional water supply. Minimize flood and drainage safety hazards. Serve 31,000 water connections. Deliver 30,000 acre feet of water. Maintain FEMA Class 5 rating for drainage operation and floodplain management program.								
002	Sacramento Area Flood Control Agency	991,897	0	991,897	0	0	9.0	0	
Program Description:	Provides flood management planning for the County & Cities of Sacramento								
Countywide Priority:	0 Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results:	Coordinate flood control measures on a regional basis. Work collaboratively with the US Army Corps of Engineers and the State Department of Water Resources to provide long-term, high level flood protection to the Sacramento region.								
TOTAL:		15,485,690	0	15,485,690	0	0	126.0	19	

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: No Vineyard Station Right of Way
2818000

FUND: NO VINEYARD STATION RIGHT OF WAY
316A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	0	0	0	696,000	696,000
Total Finance Uses	0	0	0	696,000	696,000
Means of Financing					
Use Of Money/Prop	0	0	0	696,000	696,000
Total Financing	0	0	0	696,000	696,000

PROGRAM DESCRIPTION:

- This unit was established on July 1, 2003 to coordinate right-of-way and easement acquisitions for construction of roadways, utilities, landscaping, drainage channels detention basins, and water supply and sewer infrastructure within the North Vineyard Station Specific Plan area.
- The North Vineyard Station Implementation Group, LLC, (NVS) directly funds the right-of-way acquisition program.
- The Public Works Agency, Department of Water Resources, administers this unit.

MISSION:

To administer the right-of-way acquisition program for the North Vineyard Station Specific Plan.

GOALS:

- Coordinate right-of-way acquisitions for the North Vineyard Station Specific Plan area.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- In January 2003 the County entered into an agreement with NVS for advanced funding of the county's costs pertaining to the acquisition of property within the North Vineyard Station Specific Plan.
- NVS sent right-of-entry requests to each property owner affected by the right-of-way acquisition program in order to perform preliminary work for land surveys, biological surveys and Army Corps of Engineers permits.

SIGNIFICANT CHANGES FOR 2003-04:

- County staff will perform pre-acquisition work including engineering appraisals, real estate appraisals and environmental work.
- The County will begin notifying property owners of right-of-way acquisition plans.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Storm Water Utility
3220001

FUND: STORMWATER UTILITY DISTRICT
322A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	26,753,983	26,302,116	30,994,752	26,390,875	26,390,875
Other Charges	3,763,621	3,897,809	5,793,076	7,349,371	7,349,371
Equipment	22,066	5,934	0	0	0
Interfund Charges	0	0	0	200,938	200,938
Interfund Reimb	0	0	0	-1,300,000	-1,300,000
Total Finance Uses	30,539,670	30,205,859	36,787,828	32,641,184	32,641,184
Reserve Provision	567,084	458,900	458,900	25,688,134	25,688,134
Total Requirements	31,106,754	30,664,759	37,246,728	58,329,318	58,329,318
Means of Financing					
Fund Balance	4,047,732	4,697,010	4,697,010	4,361,383	4,361,383
Reserve Release	0	0	0	23,871,731	23,871,731
Taxes	5,001,939	5,556,464	5,566,464	5,252,791	5,252,791
Fines/Forfeitures/Penalties	74,908	71,719	0	0	0
Use Of Money/Prop	216,354	219,033	450,000	400,000	400,000
Aid-Gov'n't Agencies	688,136	975,394	1,200,000	2,200,000	2,200,000
Charges for Service	24,055,426	24,386,634	24,622,522	21,650,585	21,650,585
Other Revenues	391,465	130,292	710,732	592,828	592,828
Total Financing	34,475,960	36,036,546	37,246,728	58,329,318	58,329,318

PROGRAM DESCRIPTION:

- | | |
|---|---|
| <ul style="list-style-type: none"> • Formed July 1, 1995, for the purpose of minimizing flood damage to private and public properties in the urban and urbanizing areas of the unincorporated portion of Sacramento County. Continues to provide these services in the newly incorporated cities of Citrus Heights and Rancho Cordova. • Manages flood preparedness activities including planning, public information and sandbag storage and distribution. | <ul style="list-style-type: none"> • Designs and monitors the construction of major and minor remedial flood control and drainage facility improvements that benefit the Stormwater Utility. • Maintains and operates storm drainage and flood control facilities, including channels, ditches, pipelines, pumping plants, and levee systems. • Conducts engineering studies to develop long range strategies and plans to limit potential loss of life and property damage due to flooding. |
|---|---|

- Manages urban stormwater quality program to evaluate the impacts of existing stormwater runoff on receiving waters.
- Manages urban stormwater quality program to reduce the pollutants in urban stormwater runoff in the Sacramento County area to the maximum extent practicable in compliance with the National Pollution Discharge Elimination System permit currently held by the County.
- Financed by Stormwater Utility Fees, ad valorem Tax Proceeds, interest income, and other revenues.

MISSION:

To provide storm drainage, flood control, flood preparation and stormwater quality management services in the urban and urbanizing areas of the unincorporated portion of Sacramento County and in the cities of Citrus Heights and Rancho Cordova.

GOALS:

- Develop a set of maintenance guidelines for the cleaning of creeks, channels and flood control basins.
- Obtain drainage easements over County maintained facilities at McClellan Park.
- Improve Geographic Information System (GIS) capabilities.
- Develop a customized drainage program for the City of Rancho Cordova.
- Complete the Manlove Pump Station, Pattypeart Way Storm Drain and Cameron Ranch Pipe Improvement projects.
- Finalize the drainage master plans for, the Elverta Specific Plan, Rio del Oro, Sunrise/Douglas, Sunridge and Laguna Ridge developments.

SIGNIFICANT DEVELOPMENTS DURING 2002-03

- Participated in the Arden Arcade Community Plan effort.
- Converted all facility maps to a GIS compatible format and loaded 50 percent of the facility maps into GIS.
- Implemented a process to review videos of newly installed drainage pipes. These videos are a new requirement of the Standard Construction Specifications.
- Achieved a Federal Emergency Management Agency Community Rating System Class 5 rating, ranking the Stormwater Utility's drainage and floodplain management program among the top two percent in the nation.
- Completed the drainage study for the unincorporated area west of Galt.

SIGNIFICANT CHANGES FOR 2003-04

- The fund structure has been modified to help identify, monitor and report revenues and expenditures specifically for the cities of Citrus Heights and Rancho Cordova.
- Effective July 1, 2003, the City of Elk Grove will assume responsibility for its own stormwater needs.
- Effective July 1, 2003, Water Quality will create new dedicated cost centers for services provided to the Stormwater Utility District.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve** **\$3,975,331**
This reserve was established to finance capital improvements of new and existing drainage facilities, construction of new drainage systems, drainage channels, detention basins, and the repair, replacement, and construction of pump stations. This reserve reflects an increase of \$1,816,403.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: SCWA Financing Authority
3056000

FUND: SCWA FINANCING AUTHORITY
320G

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	0	0	0	17,000	17,000
Other Charges	0	0	0	2,256,951	2,256,951
Total Finance Uses	0	0	0	2,273,951	2,273,951
Reserve Provision	0	0	0	11,856	11,856
Total Requirements	0	0	0	2,285,807	2,285,807
<hr/>					
Means of Financing					
Other Revenues	0	0	0	2,285,807	2,285,807
Total Financing	0	0	0	2,285,807	2,285,807

PROGRAM DESCRIPTION:

- This unit was established on July 1, 2003, to provide debt service for the Water Financing Authority 2003 Revenue Bond issue for the Sacramento County Water Agency (SCWA), Zones 40 and 41.
- Revenues for debt service and minor related accounting costs are transferred from SCWA Zones 40 (320A) and 41 (320B), where offsetting amounts are budgeted. The underlying revenue for these appropriations originates in the Acquisition and Construction Fund administered by the Department of Finance.
- The Public Works Agency, Department of Water Resources, administers this unit.

MISSION:

To provide debt service while meeting bond covenant requirements for the Sacramento County Water Agency Financing Authority 2003 Revenue Bond issuance.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Revenue bonds totaling \$50.0 million were issued in June 2003.

SIGNIFICANT CHANGES FOR 2003-04:

- The bond proceeds will help fund \$15.0 million of current year projects and, retroactively, fund \$15.0 million of Fiscal Year 2002-03 projects. The remainder of the bond proceeds will be kept in a reserve in Zone 40 for future bond funded projects.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve** **\$11,856**
This is a new reserve established to assist in meeting future debt service requirements.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Water Agy-Zone 11A
2815000

FUND: WATER AGENCY-ZONE 11A
315A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	1,002,377	1,013,140	1,498,066	2,057,890	2,057,890
Other Charges	6,504,940	5,406,951	20,871,200	5,773,081	5,773,081
Land	1,504,966	0	1,320,000	500,000	500,000
Interfund Charges	0	0	0	100,000	100,000
Total Finance Uses	9,012,283	6,420,091	23,689,266	8,430,971	8,430,971
Reserve Provision	1,207,361	790,884	790,884	4,234,618	4,234,618
Total Requirements	10,219,644	7,210,975	24,480,150	12,665,589	12,665,589
Means of Financing					
Fund Balance	4,627,010	3,883,150	3,883,150	8,087,316	8,087,316
Reserve Release	0	0	0	141,273	141,273
Licenses/Permits	3,526,724	6,298,133	4,080,000	1,000,000	1,000,000
Use Of Money/Prop	228,490	203,561	190,000	210,000	210,000
Charges for Service	5,138,176	4,717,565	16,327,000	3,227,000	3,227,000
Other Revenues	527,389	136,616	0	0	0
Total Financing	14,047,789	15,239,025	24,480,150	12,665,589	12,665,589

PROGRAM DESCRIPTION:

- Reviews improvement plans for Federal Emergency Management Agency (FEMA) compliance.
- Finances the construction of major trunk drainage facilities (draining more than 30 acres) for the Morrison Creek Stream Group geographic area.
- Provides the general public with flood information.
- Permits phased construction of facilities to conform to master plans.
- Financed primarily by Development Drainage Permit Fees.

- Program activity mirrors the level of development in the community. Expenditures generally occur after sufficient fees have been collected to pay for the necessary drainage construction.

MISSION:

To provide for the construction of major drainage facilities within Zone 11A's geographic area.

GOALS:

- Coordinate drainage right-of-way acquisition for the North Vineyard Station Specific Plan area.
- Coordinate consultants to obtain Army Corps of Engineers and United States Fish and Wildlife permits for the Upper Laguna Drainage Improvement project.
- Begin a cooperative technical partnership with FEMA and all of the incorporated cities within the County for a digital flood insurance rate map project.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The City of Elk Grove took over administration of the Laguna South Public Facilities Funding Plan resulting in both revenue and expenditure reductions within Zone 11A. The reductions included fewer land purchases for detention basin sites, fewer developer credits and reimbursements being issued and reduced developer fee credits and charges for services.
- Zone 11A entered into an agreement to pay Union Pacific Railroad to construct one new bridge and lengthen one existing bridge to allow for storm water flow from the developing East Franklin Specific Plan Area in the City of Elk Grove.

SIGNIFICANT CHANGES FOR 2003-04:

- Establishment of the Vineyard Springs Comprehensive Plan supplemental drainage fee to fund drainage projects specific to the Plan area.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve** **\$7,436,315**
This reserve was established to pay for capital improvements of new and existing drainage facilities, construction of new drainage systems, drainage channels, detention basins, and the repair, replacement, and construction of pump stations. This reserve reflects an increase of \$4,093,345.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Water Agy-Zone 11B
2816000

FUND: WATER AGENCY-ZONE 11B
315B

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	235,993	323,395	711,711	651,752	651,752
Other Charges	262,983	11,326	401,000	304,958	304,958
Land	0	0	500,000	0	0
Interfund Charges	0	0	0	1,100,000	1,100,000
Interfund Reimb	0	0	0	-200,938	-200,938
Total Finance Uses	498,976	334,721	1,612,711	1,855,772	1,855,772
Reserve Provision	1,345,069	0	0	514,275	514,275
Total Requirements	1,844,045	334,721	1,612,711	2,370,047	2,370,047
Means of Financing					
Fund Balance	1,773,708	894,516	894,516	1,530,047	1,530,047
Reserve Release	0	18,195	18,195	0	0
Licenses/Permits	834,680	843,216	300,000	500,000	500,000
Use Of Money/Prop	119,949	83,361	100,000	140,000	140,000
Charges for Service	845	3,034	300,000	200,000	200,000
Other Revenues	115	63	0	0	0
Total Financing	2,729,297	1,842,385	1,612,711	2,370,047	2,370,047

PROGRAM DESCRIPTION:

- Reviews improvement plans for Federal Emergency Management Agency (FEMA) compliance.
- Finances the construction of major trunk drainage facilities (draining more than 30 acres) for the Arden/Arcade/American River Tributary Watersheds geographic area.
- Provides the general public with flood information.
- Permits phased construction of facilities to conform to master plans.
- Financed primarily by Development Drainage Permit Fees.

- Zone 11B geographic area is heavily developed and therefore only minor drainage facilities are constructed. Primary support consists of providing flood information to the general public and reviewing improvement plans for FEMA compliance.

MISSION:

To provide for the construction of major drainage facilities within Zone 11B's geographic area.

GOALS:

- Begin a cooperative technical partnership for a digital flood insurance rate map project with FEMA and the incorporated cities within the County.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Updated Titles I and II of the Sacramento County Water Agency Code.
- Submitted remapping data to FEMA for updating the Flood Insurance Rate Map for Dry Creek and Robla Creek.

SIGNIFICANT CHANGES FOR 2003-04:

- Zone 11B will transfer \$1.0 million to the Stormwater Utility District for work on the Cameron Ranch Pipeline project.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve:** **\$3,091,149**
This reserve was established to pay for capital improvements of new and existing drainage facilities, construction of new drainage systems, drainage channels, detention basins, and the repair, replacement, and construction of pump stations. The reserve reflects an increase of \$514,275.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Water Agy-Zone 11C
2817000

FUND: WATER AGENCY-ZONE 11C
315C

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	171,802	191,974	312,157	342,539	342,539
Other Charges	231,914	157,176	791,139	753,958	753,958
Land	0	0	500,000	0	0
Interfund Charges	0	0	0	100,000	100,000
Total Finance Uses	403,716	349,150	1,603,296	1,196,497	1,196,497
Reserve Provision	653,648	0	0	1,313,729	1,313,729
Total Requirements	1,057,364	349,150	1,603,296	2,510,226	2,510,226
Means of Financing					
Fund Balance	1,085,240	726,159	726,159	1,370,226	1,370,226
Reserve Release	0	237,137	237,137	0	0
Licenses/Permits	383,785	684,452	200,000	500,000	500,000
Use Of Money/Prop	44,449	38,043	40,000	40,000	40,000
Charges for Service	231,914	33,587	400,000	600,000	600,000
Other Revenues	38,135	0	0	0	0
Total Financing	1,783,523	1,719,378	1,603,296	2,510,226	2,510,226

PROGRAM DESCRIPTION:

- Reviews improvement plans for Federal Emergency Management Agency (FEMA) compliance.
- Finances the construction of major trunk drainage facilities (draining more than 30 acres) for the Dry Creek Watershed geographic area.
- Provides the general public with flood information.
- Permits phased construction of facilities to conform to master plans.
- Financed primarily by Development Drainage Permit Fees.
- Program activity mirrors the level of development in the community. Expenditures generally occur after sufficient fees have been collected to pay for the necessary drainage construction.

MISSION:

To provide for the construction of major drainage facilities within Zone 11C's geographic area.

GOALS:

- Begin a cooperative technical partnership for a digital flood insurance rate map project with FEMA and the incorporated cities within the County.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Updated Titles I and II of the Sacramento County Water Agency Code.
- Submitted remapping data to FEMA for updating the Flood Insurance Rate Map for Dry Creek and Robla Creek.

SIGNIFICANT CHANGES FOR 2003-04:

- No significant changes are anticipated.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **General Reserve:** **\$1,730,240**
This reserve was established at the beginning of Fiscal Year 2001-02 to pay for capital improvements of new and existing drainage facilities, construction of new drainage systems, drainage channels, detention basins, and the repair, replacement, and construction of pump stations. This reserve reflects an increase of \$1,313,729.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Water Agy-Zone 12
3066000

FUND: WATER AGENCY-ZONE 12
319A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	93,850	111,278	101,811	131,427	131,427
Other Charges	5,001,939	5,556,464	5,566,464	5,827,953	5,827,953
Total Finance Uses	5,095,789	5,667,742	5,668,275	5,959,380	5,959,380
Means of Financing					
Fund Balance	615,711	722,092	722,092	677,627	677,627
Taxes	5,049,357	5,482,469	4,727,819	5,049,770	5,049,770
Use Of Money/Prop	42,545	22,366	0	0	0
Aid-Gov'n't Agencies	110,452	118,442	108,324	111,473	111,473
Charges for Service	-183	0	110,040	120,510	120,510
Total Financing	5,817,882	6,345,369	5,668,275	5,959,380	5,959,380

PROGRAM DESCRIPTION:

- Functions as a pass through financing agency collecting ad valorem tax revenue and transferring all revenue to Stormwater Utility.

MISSION:

Collect and transfer ad valorem tax revenue to the Stormwater Utility District.

GOALS:

- Accurately monitor quarterly transfers of revenue to the Stormwater Utility District.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- There were no significant changes.

SIGNIFICANT CHANGES FOR 2003-04:

- Due to the incorporation of Elk Grove, the County will discontinue providing Stormwater Utility services to the City. Elk Grove will, therefore, no longer be a part of Zone 12.
- The ad valorem tax revenues, which are transferred to the Stormwater Utility District, will be distributed proportionately, according to population, for the incorporated cities receiving stormwater drainage maintenance and support from the Stormwater Utility.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Water Agy-Zone 13
3044000

FUND: WATER AGENCY-ZONE 13
318A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	1,701,043	1,595,861	2,030,616	1,852,714	1,852,714
Other Charges	858,562	999,384	1,155,000	1,025,000	1,025,000
Total Finance Uses	2,559,605	2,595,245	3,185,616	2,877,714	2,877,714
Reserve Provision	0	5,208	5,208	0	0
Total Requirements	2,559,605	2,600,453	3,190,824	2,877,714	2,877,714
Means of Financing					
Fund Balance	1,091,056	915,037	915,037	705,571	705,571
Reserve Release	446,636	0	0	5,394	5,394
Use Of Money/Prop	75,517	29,968	75,000	60,000	60,000
Charges for Service	1,987,561	2,204,026	2,178,337	2,106,749	2,106,749
Other Revenues	33,633	0	22,450	0	0
Total Financing	3,634,403	3,149,031	3,190,824	2,877,714	2,877,714

PROGRAM DESCRIPTION:

- Funds regional water supply, drainage and flood control studies.
- Conducts regional water resources planning activities.
- Provides partial funding for the Water Forum Successor Effort for regional water supply planning activities.
- Financed primarily by assessments levied within the Unincorporated Area of Sacramento County and the cities of Citrus Heights, Elk Grove and Rancho Cordova.

MISSION:

To provide long-range flood control and drainage planning activities related to water supply, drainage and flood control issues impacting all or part of the Unincorporated Area of Sacramento County and the cities of Citrus Heights, Elk Grove and Rancho Cordova.

GOALS:

- Maintain a reliable, long-term water supply for the region.
- Continue funding of the Water Forum Successor Effort and the Habitat Management Element.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Funding provided for the administration of the National Flood Insurance Program (NFIP) resulted in a Class 5 rating in the NFIP's Community Rating System, which reduced the local flood insurance rate within the Zone by 25.0 percent.

SIGNIFICANT CHANGES FOR 2003-04:

- Zone 13 will be funding drainage studies for the Arden Creek watershed, the Cosumnes River and the Beach-Stone Lakes area to identify potential projects that will reduce flood risks and damage to properties within the Zone.
- Zone 13 will be funding hydrology studies for Robla, Magpie and Cripple Creeks to identify ways to reduce the danger of flooding.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Working Capital Reserve:** **\$566,016**
This reserve is maintained to provide cash during dry period financing. This reserve reflects a decrease of \$5,394.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Water Agy-Zone 40
3050000

FUND: WATER AGENCY-ZONE 40
320A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	12,131,026	13,783,044	14,481,884	23,911,145	23,481,145
Other Charges	4,380,634	7,459,050	16,789,362	18,907,624	18,907,624
Land	837,378	571,950	1,650,000	4,680,000	4,680,000
Equipment	0	138,998	0	0	0
Total Finance Uses	17,349,038	21,953,042	32,921,246	47,498,769	47,068,769
Reserve Provision	0	6,989,316	6,989,316	64,864,258	64,864,258
Total Requirements	17,349,038	28,942,358	39,910,562	112,363,027	111,933,027
Means of Financing					
Fund Balance	15,849,265	15,288,695	15,288,695	73,324,020	73,324,020
Reserve Release	2,094,886	268,846	268,846	10,000,000	10,000,000
Licenses/Permits	64,991	0	0	0	0
Fines/Forfeitures/Penalties	4,942	5,200	0	0	0
Use Of Money/Prop	1,165,886	843,203	1,000,000	1,200,000	1,200,000
Charges for Service	17,725,569	27,999,254	23,353,021	27,789,007	27,359,007
Other Revenues	636	205,007	0	50,000	50,000
Other Financing	0	53,624,432	0	0	0
Total Financing	36,906,175	98,234,637	39,910,562	112,363,027	111,933,027

PROGRAM DESCRIPTION:

- Design and construct capital facilities for the purpose of delivering a safe and reliable water supply in urbanized areas of southern Sacramento County and in some portions of the cities of Elk Grove and Rancho Cordova.
- Financed primarily from the collection of a water development fee and a monthly capital development service fee.

MISSION:

To provide funding and oversight for the construction of major new water supply facilities in the Mather, Laguna, Elk Grove and West Vineyard areas by designing and constructing quality water facilities for the purpose of delivering a safe and reliable water supply to the community. To ensure the safety of that water supply through periodic testing for established quality and flow requirements.

GOALS:

- Adopt the 2003 Comprehensive Zone 40 Water Supply Master Plan Update.
- Release the Freeport Regional Water Project Draft Environmental Impact Statement/Report for public review.
- Complete various water supply projects including: the Laguna Creek South supply wells site improvements, the Franklin Road Surface Water Transmission Main and the drilling and down-hole construction of four other wells.
- Complete the design and initiate construction of the Wild Hawk Water Treatment Plant Phase 1 improvements and the Franklin Boulevard Storage and Booster Facility Phase 1 improvements.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- The Board approved the issuance of \$50.0 million in revenue bonds, through a joint powers authority, to partially fund water supply infrastructure projects within Sacramento County Water Agency Zone 40.
- Work on the East Elk Grove Water Treatment Plant was completed and operation officially began on November 7, 2002. This first phase of the new treatment plant will provide drinking water and fire protection for approximately 4,500 people in the East Elk Grove area and adjacent areas approved for new development.
- A new Reserve for Rate Stabilization was created as a condition of the Sacramento County Water Agency's 2003 Revenue Bond issuance.
- Analysis of the Cosumnes River and impacts related to groundwater contamination were completed.

SIGNIFICANT CHANGES FOR 2003-04:

- The Agency plans to purchase land for the Sacramento County Water Agency Treatment Plant as part of the Freeport Water Agency project, as well as for some smaller projects.
- Adoption of the Zone 40 Water Master Plan is anticipated for the Fall or Winter of 2003 following the environmental review process.
- Construction projects scheduled include the Poppy Ridge Water Treatment Plant Phase 1, the Wild Hawk Water Treatment Plant Phase 1, the Poppy Ridge Offsite facilities and the Laguna Creek South, Schuler Ranch, Calvine Crossing and Elk Grove Meadows wells.
- A new reserve will be established for the construction of future projects that will be funded by the 2003 Revenue Bond issuance.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserve for Future Construction** **\$46,700,076**
This reserve was established for the future construction of ground water facilities and conveyance systems including water treatment plants, water-pumping stations, water wells and water storage tanks. This reserve reflects an increase of \$25,839,258.
- **Reserve for Rate Stabilization** **\$10,000,000**
This is a new reserve created as a result of the 2003 Revenue Bond issuance and was funded by a transfer of funds from the Zone 40 Reserve for Future Construction.
- **Reserve for 2003 Bond Funded Water Projects** **\$19,025,000**
This is a new reserve established for the construction of future water projects funded by the 2003 Revenue Bond issuance.

COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Water Agy-Zone 41
3055000

FUND: WATER AGENCY-ZONE 41 GENERAL
320B

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2003-04

Financing Uses Classification	Actual 2001-02	Actual 2002-03	Adopted 2002-03	Requested 2003-04	Adopted 2003-04
Services & Supplies	9,552,301	9,102,860	9,336,660	11,973,748	11,187,748
Other Charges	2,395,849	1,175,633	1,667,560	1,325,749	1,325,749
Equipment	532,928	0	200,000	0	0
Total Finance Uses	12,481,078	10,278,493	11,204,220	13,299,497	12,513,497
Reserve Provision	0	0	0	51,632	51,632
Total Requirements	12,481,078	10,278,493	11,204,220	13,351,129	12,565,129
Means of Financing					
Fund Balance	3,028,147	1,722,443	1,722,443	1,615,244	1,615,244
Reserve Release	806,854	915,056	915,056	704,855	704,855
Licenses/Permits	526,916	649,329	400,000	500,000	500,000
Fines/Forfeitures/Penalties	17,546	18,396	0	0	0
Use Of Money/Prop	135,679	55,704	103,000	101,000	101,000
Aid-Gov'n't Agencies	223,988	18,009	15,000	150,000	150,000
Charges for Service	7,408,854	8,294,028	7,589,355	9,780,030	8,994,030
Other Revenues	1,543,922	441,103	459,366	500,000	500,000
Total Financing	13,691,906	12,114,068	11,204,220	13,351,129	12,565,129

PROGRAM DESCRIPTION:

- Finances and manages the water agency operations and the maintenance of the existing system.
- Develops, reviews and administers the water service charges necessary for the continuing operation of the Agency.

MISSION:

To provide approximately 31,500 connections in eight separate service areas with a reliable supply of high quality potable water at the lowest possible price. Finance and manage the Sacramento County Water Agency (SCWA) operations and maintenance of the existing system by developing, reviewing, and administering the water service charges necessary for the continuing operation of the Agency.

GOALS:

- Open a service center in the City of Elk Grove.
- Complete development of a routine main flushing program for the Vineyard area.

SIGNIFICANT DEVELOPMENTS DURING 2002-03:

- Zone 41's customer base grew by 9.0 percent. The SCWA continued work on a residential water meter retrofit program. State law requires all Bureau of Reclamation contractors to implement metered water billing by the year 2014. SCWA is a contractor and has been phasing in water meters to meet the Bureau of Reclamation's requirements.
- Phase 1 of the East Elk Grove Water Treatment Plant was completed and operation officially began on November 7, 2002. This first phase of the new treatment plant will provide drinking water and fire protection for approximately 4,500 people in the East Elk Grove area and adjacent areas approved for new development.
- The SCWA partnered with the Sacramento Regional Sanitation District to provide the Laguna/Stonelakes area with recycled water used for irrigating commercial landscaping, parks and sports fields.

SIGNIFICANT CHANGES FOR 2003-04:

- The SCWA plans to purchase land for a water treatment plant associated with the Freeport Water Agency project, as well as for some smaller projects.
- The Agency plans to work on a number of multiyear programs that include the treatment or replacement of existing wells to meet new drinking water standards for arsenic and a meter-billing program to comply with the terms of the Water Forum Agreement.
- Planned construction projects include the Striker well, a 20 well chlorine change out site, miscellaneous rehabilitation to the main Mather well and an automated valving network at Mather Park.

2003-04 ADOPTED FINAL BUDGET RESERVE BALANCES:

- **Reserves for Replacement** **\$1,202,509**
This reserve is maintained to provide for infrastructure replacement. This reserve reflects a decrease of \$653,223.