

INTERNAL SERVICES AGENCY

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INTERNAL SERVICES AGENCY

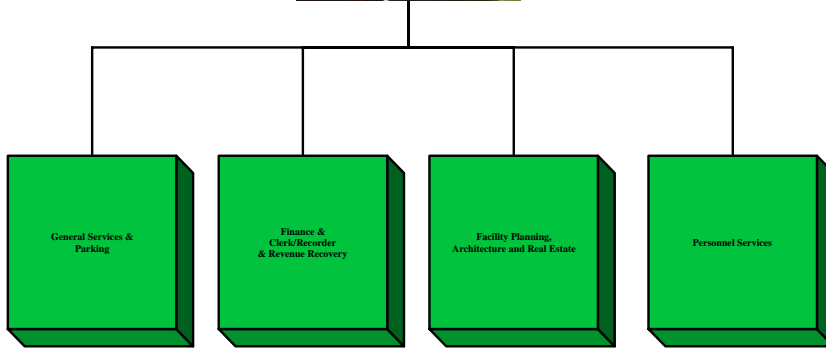
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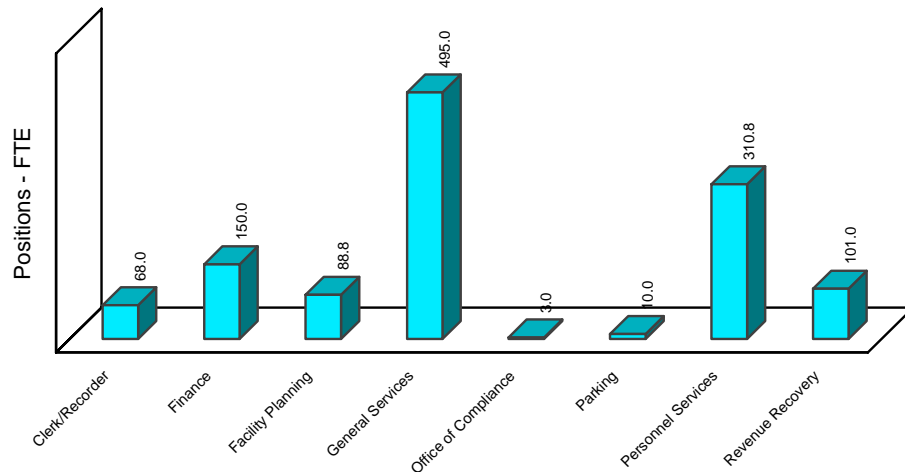
INTRODUCTION

Agency Structure

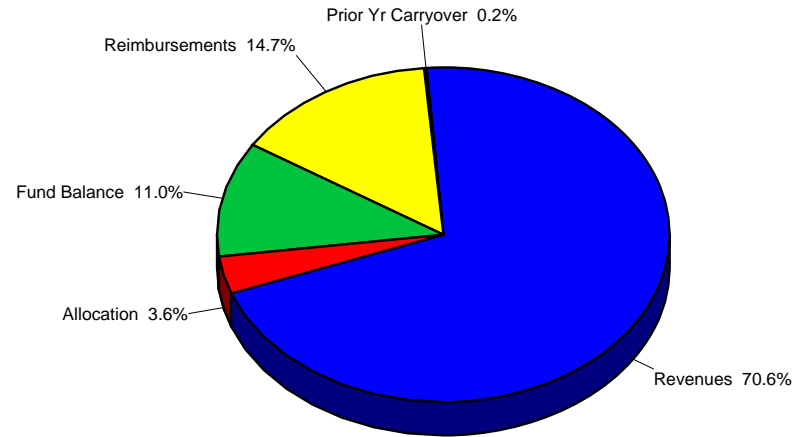
MARK NORRIS, Agency Administrator



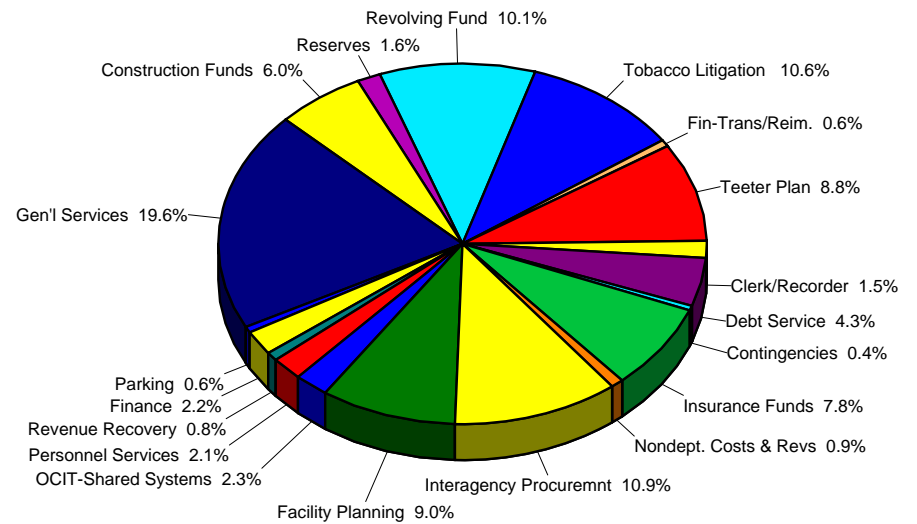
Staffing



Financing Sources



Financing Uses



Mark Norris, the Internal Services Agency (ISA) Administrator, provides budgetary, financial and management direction to the Agency. The Agency oversees the Clerk-Recorder, Facility Planning, Architecture and Real Estate, Finance, General Services, Personnel Services, and Revenue Recovery Departments. The functions of Compliance with the Health Insurance Portability and Accountability Act (HIPAA), requirements of the County's mandated Compliance Officer for Title 42, Code of Federal Regulations [*Medicare and Medicaid Services*], are also integrated in the Agency. The Agency consists of budget units which are elements of the General Fund, Enterprise Fund, and Internal Services Funds such as General Services and the Insurance Programs. The Deferred Compensation Program, though budgeted in the General Fund, is self-funded through service fees charged to all participants. The following departments/entities report directly to the Agency:

County Clerk/Recorder: Is comprised of the following programs: Serves as custodian of legal records; files Statements of Economic Interest and Environmental Impact Statements; records real property documents for the County; issues and registers marriage licenses, notaries public, vital statistics and other public documents.

Facility Planning, Architecture and Real Estate: Is comprised of the following programs: Capital Construction Fund; Architectural Services; Energy Management; Facility Planning and Management, and Real Estate.

Finance: This Department's specialized programs are organized within the following Divisions: **Auditor-Controller** is comprised of the following programs: General Accounting Services; Accounting Reporting and Control; Systems Control and Reconciliations; Central Support Services; Payroll Services; Audit Services; Payment Services; Other Accounting Services; Central Accounting Systems; Tax Accounting Services. **Tax Collection and Licensing** is comprised of the following programs: processes property tax collection and business licenses; issues and monitors fictitious business name statements. **Treasury and Investments** is comprised of the following programs: Pooled Investments; Fiscal Agent Services; and 1911 Act Bonds; Reclamation Districts.

General Services: Is comprised of the following programs: Administrative Services, Contract and Purchasing Services; Fleet Services (Light and Heavy Equipment); Facilities Maintenance and Operations Districts; Parking Enterprise; and Security Services.

Personnel Services: Is comprised of the following programs: Deferred Compensation; Dental Insurance; Disability Compliance; Employee Benefits; Employee Health; Equal Employment; Liability/Property Insurance; Personnel Records; Department Services; Personnel/Payroll Training and Support; Safety Services; Selection & Classification; Training and Development; Training; Unemployment Insurance; and Workers' Compensation.

Revenue Recovery: Primary responsibility is to collect both current and delinquent accounts receivable. To accomplish this, the department: Performs financial evaluations; determines client's ability to pay, and adjusts certain types of charges; establishes a payment schedule, when appropriate; creates an account for each client; sends out monthly bills; and initiates follow-up procedures if payments are not made.

Agency Fund Centers/Departments

Fund	Fund Center	Department	Requirements	Financing	Net Cost	Positions
001A	5980000	Contingencies	\$3,129,585	\$0	\$3,129,585	0.0
001A	3240000	County Clerk/Recorder	11,181,935	11,181,935	0	68.0
001A	5710000	Data Processing-Shared Systems	17,751,183	669,064	17,082,119	0.0
001A	3230000	Department of Finance	17,046,289	16,425,806	620,483	150.0
001A	6110000	Department of Revenue Recovery	6,252,741	6,252,741	0	101.0
001A	5110000	Financing-Transfers/Reimbursement	4,598,792	0	4,598,792	0.0
001A	5770000	Non-Departmental Costs/General Fund	11,720,858	510,000	11,210,858	0.0
001A	5700000	Non-Departmental Revenues/General Fund	-5,165,545	563,932,962	-569,098,507	0.0
001A	5740000	Office of Compliance	291,474	142,999	148,475	3.0
001A	6050000	Personnel Services	16,440,110	8,511,110	7,929,000	310.8
001A	0001000	Reserves	12,010,001	23,577,516	-11,567,515	0.0
GENERAL FUND TOTAL			\$95,257,423	\$631,204,133	-\$535,946,710	632.8
General Services						
007A	3100000	Capital Construction	\$26,820,193	\$26,820,193	\$0	0.0
034A	2070000	Capital Outlay	10,760,000	2,283,000	8,477,000	0.0
035C	7110000	Office of the Director	1,094,840	1,094,840	0	21.5
035F	7007440	Building Maintenance & Operations-Airport	6,138,158	6,138,158	0	45.0
035F	7007420	Building Maintenance & Operations-Bradshaw	16,619,826	16,619,826	0	118.0
035F	7007430	Building Maintenance & Operations-Downtown	11,361,570	10,861,570	500,000	79.0
035F	7450000	Security Services	2,921,224	2,921,224	0	36.0
035H	7007063	Contract and Purchasing Services	2,111,087	2,111,087	0	20.0
035J	7700000	Support Services	12,077,057	12,077,057	0	31.0
035L	7007500	Light Fleet	26,335,201	26,335,201	0	39.0
035M	7007600	Heavy Equipment	34,150,995	34,150,995	0	105.5
056A	7990000	Parking Enterprise	4,287,454	4,287,454	0	10.0
SUBTOTAL			\$154,677,605	\$145,700,605	\$8,977,000	505.0

Agency Fund Centers/Departments

Fund	Fund Center	Department	Requirements	Financing	Net Cost	Positions
016A	5940000	Teeter Plan	\$67,506,166	\$67,506,166	\$0	0.0
030A	9030000	Interagency Procurement	83,667,086	83,667,086	0	0.0
032A	7900000	Facility Planning, Architecture & Real Estate	68,726,654	68,726,654	0	88.8
037A	3910000	Liability/Property Insurance	19,178,656	19,178,656	0	0.0
039A	3900000	Workers' Compensation Insurance	38,579,869	38,579,882	-13	0.0
040A	3930000	Unemployment Insurance	2,029,068	2,029,068	0	0.0
277A	9277000	Fixed Asset Revolving Fund	77,259,945	77,259,945	0	0.0
278A	9278000	1990 Fixed Asset-Debt Service	0	0	0	0.0
280A	9280000	Juvenile Courthouse Project-Debt Service	928,832	928,832	0	0.0
282A	9282000	2004 Pension Obligation Bonds-Debt Service	3,414,733	3,414,733	0	0.0
284A	9284000	Tobacco Litigation Settlement	81,632,415	81,632,415	0	0.0
287A	9287000	Capital Projects-Debt Service	583,782	583,782	0	0.0
288A	9288000	1997 Refunding Pub. Facilities-Debt Service	8,776,661	8,776,661	0	0.0
292A	2920000	Jail-Debt Service	1,066,560	1,066,560	0	0.0
298A	9298000	2003 Public Facilities Project-Debt Service	493,668	493,668	0	0.0
303A	9303303	2007 Public Facilities Project-Construction	40,270,000	40,270,000	0	0.0
304A	9304304	2007 Public Facilities Project-Debt Service	7,660,000	7,660,000	0	0.0
305A	9305305	2006 Pub. Bldg. Facilities-Construction	2,036,627	2,036,627	0	0.0
306A	9306306	2006 Pub. Bldg. Facilities-Debt Service	1,201,367	1,201,367	0	0.0
308A	3080000	1997 Pub. Bldg. Facilities-Debt Service	4,268,197	4,268,197	0	0.0
309A	9309000	1997 Pub. Bldg. Facilities-Construction	3,606,195	3,606,195	0	0.0
311A	9311000	Pension Obligation Rate Stabilization	747,648	747,648	0	0.0
313A	9313000	1995 Pension Obligation Bonds-Debt Service	4,508,870	4,508,870	0	0.0
GRAND TOTAL			\$768,078,027	\$1,295,047,750	-\$526,969,723	1,226.6

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

UNIT: 1990 Fixed Asset Debt Service
9278000

FUND: 1990 FIXED ASSET DEBT SERVICE
278A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	293,978	261,997	369,000	341,000	341,000
Other Charges	7,469,187	7,118,552	8,015,815	7,946,750	7,946,750
Interfund Reimb	-7,763,164	-7,380,549	-8,384,815	-8,287,750	-8,287,750
Total Finance Uses	1	0	0	0	0
Means of Financing					
Total Financing	0	0	0	0	0

PROGRAM DESCRIPTION:

- This budget unit provides for debt service requirements for payment of principal, and interest, and other related costs to the 1990 Certificates of Participation (COP's) borrowing (\$105,750,000) which establish the Fixed Asset (Acquisition) Revolving Fund (see Budget Unit 9277000).
- On October 8, 2002, by Resolution Number 2002-1289, the Board of Supervisors approved a resolution delegating authority to the Director of Finance to execute interest-rate swap on the 1990 Certificates of Participation. The swap transaction fixed the interest rate at 4.534 percent on the balance of \$89.5 million variable rate COP's, and will avoid future exposure to high interest rates (as high as 12.0 percent). The swap also generated an \$11.3 million one-time financing source for the General Fund. The swap counterparty may terminate the agreement anytime between January 1, 2007 through January 1, 2020. The interest swap agreement was executed and closed on October 9, 2002.

- The 1990 COP's were secured by the leasehold interest on the County's Administration Complex (700 H Street and 827 7th Street) and Superior Court courthouse. In April 2003, the County became aware of the desire of the State of California to take control of the Courthouse as part of Trial Court Funding legislation (Senate Bill 1732) passed during 2002. To facilitate this desired transfer, on April 15, 2003, by Resolution 2003-0378, the Board of Supervisors approved the recommendation of utilizing the equity in the Main Jail to provide leasehold security for the 1990 COP's. The 1990 COP's letter of credit bank, swap counterparty and Trustee all agreed to the substitution of security.

SUPPLEMENTAL INFORMATION:

- For the 2007-08 Fiscal Year, the total requirement is \$8,287,750, consisting of \$341,000 in administrative costs, \$4,236,750 in interest payments, and \$3,710,000 in principal payment. The requirements are financed by a reimbursement from the Fixed Asset Revolving Fund (see Budget Unit 9277000).

2007-08 PROGRAM INFORMATION

Budget Unit: 9278000 1990 Fixed Asset - Debt Service

Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
001	1990 COP Debt Service	8,287,750	8,287,750	0	0	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Provides for debt service requirement								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: To provide for payment of principal, interest and other related cost with 100 percent accuracy.								
MANDATED-SPECIFIC Total:		8,287,750	8,287,750	0	0	0	0.0	0
FUNDED Total:		8,287,750	8,287,750	0	0	0	0.0	0
Funded Grand Total:		8,287,750	8,287,750	0	0	0	0.0	0

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

UNIT: 1997-Public Bldg Facilites-Construction
9309000

FUND: 1997-PUBLIC FACILITIES-CONSTRUCTION
309A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Other Charges	0	1,399,561	4,578,702	3,606,195	3,606,195
Interfund Charges	-391,499	0	0	0	0
Total Finance Uses	-391,499	1,399,561	4,578,702	3,606,195	3,606,195
Means of Financing					
Fund Balance	3,956,651	4,578,702	4,578,702	3,606,195	3,606,195
Use Of Money/Prop	506,639	427,055	0	0	0
Total Financing	4,463,290	5,005,757	4,578,702	3,606,195	3,606,195

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the uses of the proceeds of the County of Sacramento 1997 Public Building Facilities Project Certificates of Participation. The bonds were sold in January 1997. The proceeds from the bond issue are used to finance construction of the 448-bed dormitory-style jail at the Rio Cosumnes Correctional Center; purchase of the Bank of America building and associated tenant improvements; and any other authorized acquisitions, construction, and/or improvement projects to be substituted. This budget unit was established for payment of all costs associated with these projects which included architectural/design costs, contractor payments, construction management costs, consultants, equipment and other miscellaneous construction costs required to complete the projects.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$3,606,195 consisting of capital project costs reimbursed to departments for approved projects. Financing is from available fund balance from Bond proceeds.

2007-08 PROGRAM INFORMATION

Budget Unit: 9309000 1997 Public Building Facilities-Construction Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED	Program Type: MANDATED-SPECIFIC						
002 COP Constr	3,606,195	0	0	3,606,195	0	0.0	0
Strategic Objective:	LJ -- Law and Justice						
Program Description:	Account for expending of bond proceeds for authorized capital projects						
Countywide Priority:	0 -- Mandated Countywide/Municipal or Financial Obligations						
Anticipated Results:	Account for funds in conformance with all bond covenants and Board direction for debt-funded capital projects expenditures						
MANDATED-SPECIFIC Total:	3,606,195	0	0	3,606,195	0	0.0	0
FUNDED Total:	3,606,195	0	0	3,606,195	0	0.0	0
Funded Grand Total:	3,606,195	0	0	3,606,195	0	0.0	0

1997 PUBLIC BUILDING FACILITIES - DEBT SERVICE

3080000

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

UNIT: 1997-Public Facilities Debt Service
3080000

FUND: 1997-PUBLIC FACILITIES DEBT SERVICE
308A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	7,195	12,326	1,632,034	2,691,196	2,691,196
Other Charges	4,723,894	3,051,288	3,525,745	3,020,734	3,020,734
Interfund Charges	0	0	0	1,350,000	1,350,000
Interfund Reimb	-4,713,834	-3,044,163	-3,535,745	-2,793,733	-2,793,733
Cost of Goods Sold	15,092,526	0	0	0	0
Total Finance Uses	15,109,781	19,451	1,622,034	4,268,197	4,268,197
Means of Financing					
Fund Balance	1,498,449	1,622,034	1,622,034	4,021,197	4,021,197
Use Of Money/Prop	-872,237	171,195	0	247,000	247,000
Other Financing	14,033,667	0	0	0	0
Total Financing	14,659,879	1,793,229	1,622,034	4,268,197	4,268,197

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the annual lease payments and the Debt Service Reserve Fund for the unrefunded portion (Carol Miller Justice Center facility) of the County of Sacramento 1997 Certificates of Participation (COPs) Public Building Facilities Project.
- On December 10, 1996, the Board of Supervisors approved a financing plan for the 1997 COPs Public Building Facilities Projects, which included the following projects:
 - Construction of the 448-bed dormitory-style jail at the Rio Cosumnes Correctional Center.
 - Purchase of the Bank of America building and associated tenant improvements.
 - Refunding of the 1988 CSAC II and 1990 Public Facilities Project COPs (Carol Miller Justice Center facility).

The financing (\$58,020,000) was executed and closed on January 28, 1997. At the time of sale, \$5,214,116 was deposited as a reserve with Debt Service Fund. The terms of the agreement authorizing the sale of securities require that this reserve be retained to be used as the final annual lease payment. The debt service payments began on August 1, 1997.

- On March 7, 2006, the Board approved the 2006 COPs (Public Facilities Projects) financing to partially refund and defease approximately \$15,000,000 of the 1997 Public Facilities COPs in order to release the Bank of America Facility as security for those bonds. Since the Carol Miller Justice Center facility portion of the 1997 COPs was already refunded, it could not be part of the 2006 COP transaction.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$5,711,930 consisting of \$2,691,196 administrative costs, \$2,025,000 in principle payment, and \$995,734 in

interest payments. Financing is from payments from various user departments (\$1,443,733), interest income of \$247,000 and available fund balance of \$4,021,197.

2007-08 PROGRAM INFORMATION

Budget Unit: 3080000 1997 Public Building Facilities-Debt Service		Agency: Internal Services							
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED		Program Type: MANDATED-SPECIFIC							
002	<i>COP Debt Svc</i>	7,061,930	2,793,733	247,000	4,021,197	0	0.0	0	
Strategic Objective: LJ -- Law and Justice									
Program Description: Debt service payments									
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations									
Anticipated Results: Make accurate and timely debt service payments									
MANDATED-SPECIFIC Total:		7,061,930	2,793,733	247,000	4,021,197	0	0.0	0	
FUNDED Total:		7,061,930	2,793,733	247,000	4,021,197	0	0.0	0	
Funded Grand Total:		7,061,930	2,793,733	247,000	4,021,197	0	0.0	0	

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

UNIT: 1997-Public Facilities-Construction
9289000

FUND: 1997-PUBLIC FACILITIES-CONSTRUCTION
289A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Other Charges	25,688	4,925	4,925	0	0
Total Finance Uses	25,688	4,925	4,925	0	0
Means of Financing					
Fund Balance	29,482	4,925	4,925	0	0
Use Of Money/Prop	1,131	117	0	0	0
Total Financing	30,613	5,042	4,925	0	0

PROGRAM DESCRIPTION:

- This budget unit provided for the appropriations for the uses of the proceeds of the County of Sacramento 1994 Public Facilities Project (Coroner/Crime Laboratory and Data Center) Certificates of Participation. The bonds were sold in October 1994 through a competitive bid process. The proceeds from the bond issue were used to finance the construction of a Coroner/Crime Laboratory facility, a Data Center facility, and any other authorized acquisitions, construction, and/or improvement projects to be substituted therefore. This budget unit was established for payment of all costs associated with these projects which included architectural/design costs, contractor payments, construction management costs, consultants, equipment and other miscellaneous construction costs required to complete the projects.
- On December 2, 1997, the Board of Supervisors approved the refinancing of the County of Sacramento, 1997 Public Facilities Project Certificates of Participation (Coroner/Crime Lab and Data Center). The refunding (\$88,360,000) was executed and closed on January 1, 1998.

- Substituted project financed from a State of California Board of Corrections grant totaling \$2.3 million, with the available balance of the proceeds and capitalized interest monies as follows:
 - New Warren E. Thornton Youth Center expansion project.

FOR INFORMATION ONLY

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

UNIT: 1997-Refunding Public Facilities Debt Service
9288000

FUND: 1997-PUBLIC FACILITIES DEBT SERVICE
288A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	4,699	6,611	7,768,324	6,718,918	6,718,918
Other Charges	6,318,708	6,309,574	6,316,793	6,317,056	6,317,056
Interfund Charges	0	0	0	1,887,743	1,887,743
Interfund Reimb	-6,328,848	-6,325,793	-6,386,793	-6,147,056	-6,147,056
Total Finance Uses	-5,441	-9,608	7,698,324	8,776,661	8,776,661
Means of Financing					
Fund Balance	6,485,083	7,698,324	7,698,324	8,536,661	8,536,661
Use Of Money/Prop	699,752	803,762	0	240,000	240,000
Other Revenues	508,047	0	0	0	0
Total Financing	7,692,882	8,502,086	7,698,324	8,776,661	8,776,661

PROGRAM DESCRIPTION:

- This budget unit reflects the debt service requirement for payment of principal, interest, and various other costs related to the 1997 Public Facilities Project Certificates of Participation for the construction of the Coroner/Crime Lab and Data Center (the 1994 Certificates).
- On December 2, 1997, the Board of Supervisors approved the refinancing of the County of Sacramento 1997 Public Facilities Project Certificates of Participation (Coroner/Crime Lab and Data Center). The refunding (\$88,360,000) was executed and closed on January 1, 1998.
- The refunding issue was structured as a crossover refunding which reduced the annual debt service payment by \$575,000 annually. With this structure, the 1997 Refunding Certificates of Participation remained self-supporting to the call date of the 1994 Certificates (October 1, 2004). Through October 1, 2004, the County continued to pay debt service on the outstanding 1994

Certificates. On October 1, 2004, (the "crossover" date), the escrow supporting the refunding bonds was released and the proceeds were used to redeem the outstanding 1994 Certificates. After October 1, 2004, the 1994 Certificates were no longer outstanding, and the County began paying debt service on the Refunding Certificates.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$13,035,974 consisting of \$4,221,661 administrative costs, \$2,497,257 reimbursements to various user departments, \$2,380,000 in principal payment, and \$3,937,056 in interest payments. Financing is from payments from various user departments (\$4,259,313), interest earnings of \$240,000, and available fund balance of \$8,536,661.

2007-08 PROGRAM INFORMATION

Budget Unit: 9288000 1997 Refunding Public Fac-Debt Service Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
005	<i>COP Debt Svc</i>	14,923,717	6,147,056	240,000	8,536,661	0	0.0	0
Strategic Objective: LJ -- Law and Justice								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								
MANDATED-SPECIFIC Total:		14,923,717	6,147,056	240,000	8,536,661	0	0.0	0
FUNDED Total:		14,923,717	6,147,056	240,000	8,536,661	0	0.0	0
Funded Grand Total:		14,923,717	6,147,056	240,000	8,536,661	0	0.0	0

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

UNIT: 2003 Public Facilities Projects-Construction
 9297000

FUND: 2003 PUBLIC FACILITES PROJ-CONST
 297A

SCHEDULE 16C
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Total Finance Uses	0	0	0	0	0
Means of Financing					
Fund Balance	-288,724	0	0	0	0
Total Financing	-288,724	0	0	0	0

PROGRAM DESCRIPTION:

- On May 7, 2003, the County refinanced the 1993 Main Detention Facility Certificates of Participation borrowing (due to a call-date on the existing Certificates of Participation) to reduce debt service payments due to significantly lower interest rates in the current market and to provide additional financing for the 2003 Public Facilities Projects.
- This budget unit provided for the appropriations for the uses of the proceeds of the County of Sacramento 2003 Public Facilities Projects Certificates of Participation issue which were used to finance architectural/design costs, contractor payments, construction management costs, consultants, equipment and other miscellaneous construction costs required to complete the following projects:

- Expansion of the Warren E. Thornton Youth Center.
- Completion of the acquisition of Mather Golf Course.
- Expansion of the Boys Ranch.
- Various other improvement projects in county facilities to accommodate the Americans with Disabilities Act.

FOR INFORMATION ONLY

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

UNIT: 2003 Public Facilities Projects-Debt Service
9298000

FUND: 2003 PUBLIC FACILITIES PROJ-DEBT SVC
298A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	5,725	4,945	406,636	273,668	273,668
Other Charges	959,391	963,050	963,095	955,720	955,720
Interfund Charges	0	0	0	225,000	225,000
Interfund Reimb	-1,009,508	-1,013,095	-1,013,095	-960,720	-960,720
Total Finance Uses	-44,392	-45,100	356,636	493,668	493,668
Means of Financing					
Fund Balance	198,419	326,636	326,636	448,668	448,668
Use Of Money/Prop	96,461	76,932	30,000	45,000	45,000
Total Financing	294,880	403,568	356,636	493,668	493,668

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the annual lease payments and the Debt Service Reserve Fund for the County of Sacramento 2003 Public Facilities Projects Certificates of Participation. On April 15, 2003, the Board of Supervisors approved a financing plan for the County of Sacramento 2003 Public Facilities Projects Certificates of Participation to finance various capital projects.
- The financing (\$15,000,000) was executed on May 7, 2003. At the time of sale, \$3,665,930 is to be deposited as a reserve within this Debt Service Fund. The terms of the agreement authorizing the sale of securities require that this reserve be retained to be used as the final annual lease payment.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$1,229,388 consisting of \$273,668 administrative costs, \$295,000 in principal payment, and \$660,720 in interest payments. Financing is from payments from various user departments (\$735,720), interest earnings of \$45,000, and available fund balance of \$448,668.

2007-08 PROGRAM INFORMATION

Budget Unit: 9298000 2003 Public Facilities Project-Debt Service Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: **MANDATED-SPECIFIC**

006	<i>COP Debt Svc</i>	1,454,388	960,720	45,000	448,668	0	0.0	0
Strategic Objective: LJ -- Law and Justice								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								

MANDATED-SPECIFIC Total: 1,454,388 960,720 45,000 448,668 0 0.0 0

FUNDED Total:	1,454,388	960,720	45,000	448,668	0	0.0	0
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Funded Grand Total: 1,454,388 960,720 45,000 448,668 0 0.0 0

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

UNIT: 2004 Pension Obligation Bonds-Debt Service
9282000

FUND: 2004 PENSION OBLIGATION BOND-DEBT
282A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	3,750	902,456	1,164,259	4,361,508	4,361,508
Other Charges	0	18,708,058	20,798,208	20,759,869	20,759,869
Interfund Reimb	-100,000	-21,684,511	-21,684,511	-21,706,644	-21,706,644
Total Finance Uses	-96,250	-2,073,997	277,956	3,414,733	3,414,733
Means of Financing					
Fund Balance	171,560	277,956	277,956	2,914,733	2,914,733
Use Of Money/Prop	10,176	562,750	0	500,000	500,000
Total Financing	181,736	840,706	277,956	3,414,733	3,414,733

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the annual debt service and related financial services costs, including costs of issuance, for the County of Sacramento Taxable Pension Funding Bonds Series 2004 approved by the Board of Supervisors on June 15, 2004, by Resolution Number 2004-0784. The bonds were sold in June 2004 and closed in July 2004. The proceeds from the bond issue were utilized to pay a portion of the estimated Unfunded Accrued Actuarial Liability (UAAL) as of July 1, 2004, owed by the County to the Sacramento County Employees' Retirement System (SCERS) as of July 1, 2004. The UAAL was incurred as a result of labor agreements which provided for enhanced retirement benefits for County employees and negative investment returns by the system during Fiscal Year 2000-03. The bonds were issued as Convertible Auction Rate Securities (CARSSM), Series 2004C-1 (\$324,582,426.50), 2004C-2 (\$39,147,165.75) and 2004C-3 (\$62,401,528). CARSSM are an innovative structure that combines the debt service deferral feature of Capital Appreciation Bonds (CABS) with the flexibility and low cost of Auction Rate Securities. The CARSSM pay no debt service until 2006,

when they incrementally convert to conventional Auction Rate Securities. At each conversion date (July 10, 2006, 2009 and 2014) the County has the ability to call and pay down any amount of the CARSSM. The County also has the ability to direct the remarketing agents to sell the converted CARSSM in any one of several interest rate modes, providing the County considerable flexibility in terms of future debt management.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$25,121,377 consisting of \$4,361,508 for ongoing financial services costs (Letter of Credit fees, Trustee fees, rating agency fees) and \$20,759,869 in interest and principle payments. Financing is from payments from departments (\$21,706,644), interest earnings of \$500,000 and available fund balance of \$2,914,733.

2007-08 PROGRAM INFORMATION

Budget Unit: 9282000 2004 Pension Obligation Bond-Debt Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
001	POB	25,121,377	21,706,644	500,000	2,914,733	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								
MANDATED-SPECIFIC Total:		25,121,377	21,706,644	500,000	2,914,733	0	0.0	0
FUNDED Total:		25,121,377	21,706,644	500,000	2,914,733	0	0.0	0
Funded Grand Total:		25,121,377	21,706,644	500,000	2,914,733	0	0.0	0

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

UNIT: 2006 Public Facilities Projects-Construction
9305305

FUND: 2006 PUBLIC FACILITIES PROJ-CONST
305A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Other Charges	0	8,158,789	9,750,915	2,036,627	2,036,627
Total Finance Uses	0	8,158,789	9,750,915	2,036,627	2,036,627
Means of Financing					
Fund Balance	0	9,750,915	9,750,915	2,036,627	2,036,627
Use Of Money/Prop	0	444,501	0	0	0
Total Financing	0	10,195,416	9,750,915	2,036,627	2,036,627

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the uses of the proceeds of the County of Sacramento 2006 Certificates of Participation (COPs) Public Facilities Projects. The bonds were sold on May 11, 2006. The proceeds from the bond issue will be used to finance construction of the Fleet Maintenance Facility (\$14,525,000), purchase of the Voter Registration and Elections/Sheriff Station House Facility (\$10,980,000) and a partial refunding (\$15,000,000) of the 1997 COPs (Purchase of Bank of America facility and construction of a 448-Bed Dormitory Jail facility at Rio Cosumnes Correctional Center) in order to release the Bank of America facility as security for that financing. This budget unit is established for payment of all costs associated with these projects which included architectural/design costs, contractor payments, construction management costs, consultants, equipment and other miscellaneous construction costs required to complete the projects.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$2,036,627 consisting of capital project costs reimbursed to departments for approved projects. Financing is from available fund balance from Bond proceeds.

2007-08 PROGRAM INFORMATION

Budget Unit: 9305305 2006 Public Facilities Project-Construction Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: MANDATED-SPECIFIC

007	<i>COP Constr</i>	2,036,627	0	0	2,036,627	0	0.0	0
Strategic Objective: C -- Sustainable and Livable Communities								
Program Description: Account for expending of bond proceeds for authorized capital projects								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Account for funds in conformance with all bond covenants and Board direction for debt-funded capital projects expenditures								

MANDATED-SPECIFIC Total:	2,036,627	0	0	2,036,627	0	0.0	0
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FUNDED Total:	2,036,627	0	0	2,036,627	0	0.0	0
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Funded Grand Total:	2,036,627	0	0	2,036,627	0	0.0	0
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COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 2006 Public Facilities Projects-Debt Service
9306306

FUND: 2006 PUBLIC FACILITIES PROJ-DEBT SVC
306A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	0	35,547	290,554	1,286,358	1,286,358
Other Charges	0	2,461,125	2,703,363	3,020,733	3,020,733
Interfund Reimb	0	-2,723,363	-2,723,363	-3,105,724	-3,105,724
Total Finance Uses	0	-226,691	270,554	1,201,367	1,201,367
Means of Financing					
Fund Balance	0	270,554	270,554	1,085,367	1,085,367
Use Of Money/Prop	0	98,525	0	116,000	116,000
Other Revenues	0	983,668	0	0	0
Total Financing	0	1,352,747	270,554	1,201,367	1,201,367

PROGRAM DESCRIPTION:

- This budget unit reflects the debt service requirement for payment of principal, interest, and various other costs related to the 2006 Public Facilities Project Certificates of Participation (COPs). The bonds were sold on May 11, 2006. The proceeds from the bond issue will be used to finance construction of the Fleet Maintenance Facility (\$14,525,000), purchase of the Voter Registration and Elections/Sheriff Station House Facility (\$10,980,000) and a partial refunding (\$15,000,000) of the 1997 COPs (Purchase of Bank of America facility and construction of a 448-Bed Dormitory Jail facility at Rio Cosumnes Correctional Center) in order to release the Bank of America facility as security for that financing.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$4,307,091 consisting of \$1,286,358 administrative costs, \$2,025,000 in principal payment, and \$995,733 in interest payments. Financing is from various user departments (\$3,105,724), \$116,000 interest earnings and available fund balance of \$1,085,367.

2007-08 PROGRAM INFORMATION

Budget Unit: 9306306 2006 Public Facilities Project-Debt Service Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: MANDATED-SPECIFIC

007	<i>COP Debt Svc</i>	4,307,091	3,105,724	116,000	1,085,367	0	0.0	0
Strategic Objective: C -- Sustainable and Livable Communities								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								

MANDATED-SPECIFIC Total:		4,307,091	3,105,724	116,000	1,085,367	0	0.0	0
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FUNDED Total:		4,307,091	3,105,724	116,000	1,085,367	0	0.0	0
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Funded Grand Total:		4,307,091	3,105,724	116,000	1,085,367	0	0.0	0
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COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 2007 Public Facilities Projects-Construction
9303303

FUND: 2007 PUBLIC FACILITIES PROJ-CONST
303A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Other Charges	0	0	0	40,270,000	40,270,000
Total Finance Uses	0	0	0	40,270,000	40,270,000
Means of Financing					
Other Financing	0	0	0	40,270,000	40,270,000
Total Financing	0	0	0	40,270,000	40,270,000

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the uses of the proceeds of the County of Sacramento 2007 Certificates of Participation (COPs) Animal Care Facility/Youth Detention Facilities-120 Bed Expansion projects. The bonds were sold on August 16, 2007. The proceeds from the bond issue will be used to finance construction of a new Animal Care Facility (\$21,800,000) and a 120 bed expansion for the Youth Detention Facility (\$18,470,000). This budget unit is established for payment of all costs associated with these projects, which include architectural/design costs, contractor payments, construction management costs, consultants, equipment and other miscellaneous construction costs required to complete the projects.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$40,270,000 consisting of capital project costs reimbursed to departments for approved projects. Financing is from Bond proceeds.

2007-08 PROGRAM INFORMATION

Budget Unit: 9303303 2007 PUB Fac Projects-Construction Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
3	<i>COP Constr</i>	40,270,000	0	40,270,000	0	0	0.0	0
Strategic Objective: LJ -- Law and Justice								
Program Description: Account for expending of bond proceeds for authorized capital projects								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Account for funds in conformance with all bond covenants and Board direction for debt-funded capital projects expenditures								
MANDATED-SPECIFIC Total:		40,270,000	0	40,270,000	0	0	0.0	0
FUNDED Total:		40,270,000	0	40,270,000	0	0	0.0	0
Funded Grand Total:		40,270,000	0	40,270,000	0	0	0.0	0

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

UNIT: 2007 Public Facilities Projects-Debt Service
9304304

FUND: 2007 PUBLIC FACILITIES PROJ-DEBT SVC
304A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	0	0	0	7,660,000	7,660,000
Total Finance Uses	0	0	0	7,660,000	7,660,000
Means of Financing					
Other Financing	0	0	0	7,660,000	7,660,000
Total Financing	0	0	0	7,660,000	7,660,000

PROGRAM DESCRIPTION:

- This budget unit reflects the debt service requirement for payment of principal, interest, and various other costs related to the County of Sacramento 2007 Certificates of Participation (COPs) Animal Care Facility/Youth Detention Facilities-120 Bed Expansion projects. The bonds were sold on August 16, 2007. The proceeds from the bond issue will be used to finance construction of a new Animal Care Facility (\$21,800,000) and a 120 bed expansion for the Youth Detention Facility (\$18,470,000).

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$7,660,000 consisting of expenses related to bond issuance and establishment of required debt reserve fund. Financing is from Bond proceeds.

2007-08 PROGRAM INFORMATION

Budget Unit: 9304304 2007 PUB Fac Projects-Debt Service

Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
3	<i>COP Debt Svc</i>	7,660,000	0	7,660,000	0	0	0.0	0
Strategic Objective: LJ -- Law and Justice								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								
MANDATED-SPECIFIC Total:		7,660,000	0	7,660,000	0	0	0.0	0
FUNDED Total:		7,660,000	0	7,660,000	0	0	0.0	0
Funded Grand Total:		7,660,000	0	7,660,000	0	0	0.0	0

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

UNIT: 5980000 Appropriation For Contingency

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: APPROPRIATION FOR CONTINGENCY
ACTIVITY: Appropriation for Contingency
FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Contingencies	0	0	4,296,612	5,000,000	3,129,585
NET TOTAL	0	0	4,296,612	5,000,000	3,129,585
Revenues	0	0	0	0	0
NET COST	0	0	4,296,612	5,000,000	3,129,585

PROGRAM DESCRIPTION:

- This budget unit provides for expenditure requirements that may be incurred during the year for which no specific appropriation has been made. The level of contingencies in each fund is established by law at a maximum of 15.0 percent of the appropriated operating expenses.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Midyear adjustments of \$3,787,825 to fund various countywide expenditures including the Housing Element of the General Plan, Natomas Joint Vision, Rancho Murieta Recreation Area Mitigation, contract labor consultants, and overtime costs associated with the investigation of deputy's slaying.

APPROVED BY BOARD OF SUPERVISORS DURING FINAL BUDGET HEARINGS:

- Adopted Final Budget reflects a reduction of \$1,870,415 from the County Executive recommendation due to the Board of Supervisors allocating additional appropriations to various countywide departments during Final Budget Hearings.

2007-08 PROGRAM INFORMATION

Budget Unit: 5980000 Appropriation for Contingency Agency: Internal Services

Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
001	Contingencies	5,000,000	0	0	0	5,000,000	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: General Fund Contingencies								
Countywide Priority: 4 -- General Government								
Anticipated Results: Funding for unanticipated costs								
DISCRETIONARY Total:		5,000,000	0	0	0	5,000,000	0.0	0
FUNDED Total:		5,000,000	0	0	0	5,000,000	0.0	0
BOS APPROVED DURING FINAL BUDGET HEARINGS		Program Type: DISCRETIONARY						
AR 001	Contingencies	-1,870,415	0	0	0	-1,870,415	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: General Fund Contingencies								
Countywide Priority: 4 -- General Government								
Anticipated Results: Less funding for unanticipated costs								
DISCRETIONARY Total:		-1,870,415	0	0	0	-1,870,415	0.0	0
BOS APPROVED DURING FINAL BUDGET HEARINGS Total:		-1,870,415	0	0	0	-1,870,415	0.0	0
Funded Grand Total:		3,129,585	0	0	0	3,129,585	0.0	0

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

 SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2007-08

UNIT: 3100000 CAPITAL CONSTRUCTION
 DEPARTMENT HEAD: CARL W. MOSHER
 CLASSIFICATION
 FUNCTION: GENERAL
 ACTIVITY: Plant Acquisition
 FUND: CAPITAL CONSTRUCTION

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
SUMMARY OF APPROPRIATIONS					
FUND CENTER 3103100 CAPITAL CONSTRUCTION					
Services & Supplies	-36,185	124,908	0	0	0
Other Charges	0	0	0	0	0
Interfund Charges	0	0	0	0	0
Subtotal	-36,185	124,908	0	0	0
FUND CENTER 3103101 BRADSHAW COMPLEX					
Services & Supplies	217,397	1,610,415	1,602,874	4,900,000	4,900,000
Other Charges	0	450	0	0	0
Improvements	64,765	235,311	4,300,000	13,100,000	13,100,000
Subtotal	282,162	1,846,176	5,902,874	18,000,000	18,000,000
Interfund Reimbursement	-125	-737,431	-5,200,000	-17,000,000	-17,000,000
Net Total	282,037	1,108,745	702,874	1,000,000	1,000,000
FUND CENTER 3103102 ADMINISTRATION CENTER					
Services & Supplies	581,694	294,693	757,700	819,200	819,200
Improvements	1,048,802	877,251	500,000	700,000	700,000
Subtotal	1,630,496	1,171,944	1,257,700	1,519,200	1,519,200
Interfund Reimbursement	-1,232,245	-89,586	0	0	0
Net Total	398,251	1,082,358	1,257,700	1,519,200	1,519,200

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

UNIT: 3100000 CAPITAL CONSTRUCTION
 DEPARTMENT HEAD: CARL W. MOSHER

CLASSIFICATION

FUNCTION: GENERAL

ACTIVITY: Plant Acquisition

FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
FUND CENTER 3103103					
COURTHOUSE					
Services & Supplies	87,957	54,409	100,000	100,000	100,000
Improvements	293,939	55,305	50,000	50,000	50,000
Subtotal	381,896	109,714	150,000	150,000	150,000
Interfund Reimbursement	-182,240	0	0	0	0
Net Total	199,656	109,714	150,000	150,000	150,000
FUND CENTER 3103104					
NEW JUVENILE COURTHOUSE					
Services & Supplies	1,366,542	343,215	50,000	50,000	50,000
Improvements	20,995	3,342	0	0	0
Subtotal	1,387,537	346,557	50,000	50,000	50,000
Interfund Reimbursement	-1,667,278	0	0	0	0
Net Total	-279,741	346,557	50,000	50,000	50,000
FUND CENTER 3103105					
CAROL MILLER JUSTICE CENTER					
Services & Supplies	23,259	2,355	0	0	0
Improvements	0	0	0	0	0
Subtotal	23,259	2,355	0	0	0
FUND CENTER 3103108					
PRELIMINARY PLANNING					
Services & Supplies	1,387,987	2,231,967	2,123,691	1,393,891	1,393,285
Improvements	753,197	250,966	0	0	0
Subtotal	2,141,184	2,482,933	2,123,691	1,393,891	1,393,285
Interfund Reimbursement	-485,544	-757,115	0	0	0
Net Total	1,655,640	1,725,818	2,123,691	1,393,891	1,393,285

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

UNIT: 3100000 CAPITAL CONSTRUCTION
 DEPARTMENT HEAD: CARL W. MOSHER

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

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
FUND CENTER 3103109 901 G STREET BUILDING (OB#2)					
Services & Supplies	9,242	154,093	50,000	50,000	50,000
Improvements	0	234,456	150,000	50,000	50,000
Subtotal	9,242	388,549	200,000	100,000	100,000
Interfund Reimbursement	0	0	-200,000	0	0
Net Total	9,242	388,549	0	100,000	100,000
FUND CENTER 3103110 MAINTENANCE YARD					
Services & Supplies	7,367	100,005	30,000	50,000	50,000
Improvements	0	0	60,000	50,000	50,000
Subtotal	7,367	100,005	90,000	100,000	100,000
FUND CENTER 3103111 MISC ALTERATIONS & IMPROVEMENTS					
Services & Supplies	1,017,023	870,093	1,043,399	1,102,414	1,096,583
Other Charges	3,051	13,044	1,800	5,500	5,500
Improvements	28,225	3,360	40,000	40,000	40,000
Subtotal	1,048,299	886,497	1,085,199	1,147,914	1,142,083
Interfund Reimbursement	-1,813	-1,215,872	0	0	0
Net Total	1,046,486	-329,375	1,085,199	1,147,914	1,142,083

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

UNIT: 3100000 CAPITAL CONSTRUCTION
 DEPARTMENT HEAD: CARL W. MOSHER

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

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
FUND CENTER 3103112 BRADSHAW ADMINISTRATION BUILDING (OB #3)					
Services & Supplies	747,008	1,000,531	25,000	75,000	75,000
Improvements	2,241,381	7,264,528	25,000	200,000	200,000
Subtotal	2,988,389	8,265,059	50,000	275,000	275,000
Interfund Reimbursement	-3,521,567	-8,112,366	0	0	0
Net Total	-533,178	152,693	50,000	275,000	275,000
FUND CENTER 3103113 CLERK-RECORDER BUILDING					
Services & Supplies	551,971	84,642	25,000	25,000	25,000
Improvements	364,751	14,398	25,000	25,000	25,000
Subtotal	916,722	99,040	50,000	50,000	50,000
Interfund Reimbursement	-912,286	-100,197	0	0	0
Net Total	4,436	-1,157	50,000	50,000	50,000
FUND CENTER 3103114 799 G STREET BUILDING					
Services & Supplies	16,432	119,426	75,000	500,000	500,000
Improvements	0	0	75,000	700,000	700,000
Subtotal	16,432	119,426	150,000	1,200,000	1,200,000
Interfund Reimbursement	0	0	0	0	0
Net Total	16,432	119,426	150,000	1,200,000	1,200,000
FUND CENTER 3103124 GENERAL SERVICES FACILITY					
Services & Supplies	192,429	73,202	75,000	75,000	75,000
Improvements	199,911	294,279	200,000	100,000	100,000
Subtotal	392,340	367,481	275,000	175,000	175,000

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

UNIT: 3100000 CAPITAL CONSTRUCTION
 DEPARTMENT HEAD: CARL W. MOSHER

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2007-08

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

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
FUND CENTER 3103125					
B.T. COLLINS					
JUVENILE CENTER					
Services & Supplies	3,256,944	5,365,266	5,368,200	11,085,438	11,085,438
Improvements	18,572,781	12,965,716	29,300,000	43,190,000	43,190,000
Subtotal	21,829,725	18,330,982	34,668,200	54,275,438	54,275,438
Interfund Reimbursement	-18,736,661	-15,017,251	-34,668,200	-48,828,790	-48,905,492
Net Total	3,093,064	3,313,731	0	5,446,648	5,369,946

FUND CENTER 3103126					
WARREN E. THORNTON					
YOUTH CENTER					
Services & Supplies	595,442	36,726	140,500	140,000	140,000
Improvements	1,287,162	1,020,965	57,000	60,000	60,000
Subtotal	1,882,604	1,057,691	197,500	200,000	200,000
Interfund Reimbursement	244,257	-982,055	0	0	0
Net Total	2,126,861	75,636	197,500	200,000	200,000

FUND CENTER 3103127					
BOYS RANCH					
Services & Supplies	246,406	485,752	245,300	300,000	300,000
Improvements	80,339	56,029	150,000	100,000	100,000
Subtotal	326,745	541,781	395,300	400,000	400,000
Interfund Reimbursement	-104,974	0	0	0	0
Net Total	221,771	541,781	395,300	400,000	400,000

COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
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CLASSIFICATION
 FUNCTION: GENERAL
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 FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
FUND CENTER 3103128					
RCCC					
Services & Supplies	410,285	543,852	1,416,100	1,000,000	1,000,000
Improvements	251,962	2,091,633	3,380,000	1,000,000	1,000,000
Subtotal	662,247	2,635,485	4,796,100	2,000,000	2,000,000
Interfund Reimbursement	0	-1,907,356	0	0	0
Net Total	662,247	728,129	4,796,100	2,000,000	2,000,000
FUND CENTER 3103130					
WORK RELEASE FACILITY					
Services & Supplies	4,449	13,762	5,000	25,000	25,000
Improvements	0	0	10,000	10,000	10,000
Subtotal	4,449	13,762	15,000	35,000	35,000
FUND CENTER 3103131					
SHERIFF'S ADMIN BUILDING					
Services & Supplies	21,230	81,143	350,000	200,000	200,000
Improvements	0	0	650,000	300,000	300,000
Subtotal	21,230	81,143	1,000,000	500,000	500,000
Interfund Reimbursement	0	-5,678	0	0	0
Net Total	21,230	75,465	1,000,000	500,000	500,000
FUND CENTER 3103132					
LORENZO E. PATINO HALL OF JUSTICE					
Services & Supplies	2,031,360	627,584	1,018,500	925,000	925,000
Improvements	214,957	1,377,764	1,875,000	1,000,000	1,000,000
Subtotal	2,246,317	2,005,348	2,893,500	1,925,000	1,925,000
Interfund Reimbursement	-1,784,786	-179,664	-300,000	0	0
Net Total	461,531	1,825,684	2,593,500	1,925,000	1,925,000

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

UNIT: 3100000 CAPITAL CONSTRUCTION
 DEPARTMENT HEAD: CARL W. MOSHER

CLASSIFICATION

FUNCTION: GENERAL

ACTIVITY: Plant Acquisition

FUND: CAPITAL CONSTRUCTION

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
FUND CENTER 3103133 SHERIFF-NORTH AREA SUBSTATION					
Services & Supplies	15,026	25,856	5,000	5,000	5,000
Improvements	120,134	53,683	10,000	10,000	10,000
Subtotal	135,160	79,539	15,000	15,000	15,000
FUND CENTER 3103134 SHERIFF-SOUTH AREA SUBSTATION					
Services & Supplies	8,690	74,716	1,500	1,500	1,500
Improvements	0	0	8,500	8,500	8,500
Subtotal	8,690	74,716	10,000	10,000	10,000
FUND CENTER 3103137 CORONER/CRIME LABORATORY					
Services & Supplies	145,777	95,419	200,000	150,000	150,000
Improvements	192,603	210,043	175,000	150,000	150,000
Subtotal	338,380	305,462	375,000	300,000	300,000
FUND CENTER 3103160 SACRAMENTO MENTAL HEALTH FACILITY					
Services & Supplies	37,570	74,620	15,000	15,000	15,000
Improvements	0	0	10,000	0	0
Subtotal	37,570	74,620	25,000	15,000	15,000
Interfund Reimbursement	800,783	0	0	0	0
Net Total	838,353	74,620	25,000	15,000	15,000
FUND CENTER 3103162 PRIMARY CARE CENTER					
Services & Supplies	20,316	28,572	15,000	15,000	15,000
Improvements	0	0	10,000	10,000	10,000
Subtotal	20,316	28,572	25,000	25,000	25,000

COUNTY OF SACRAMENTO
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SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR:2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
FUND CENTER 3103198 TRANSFER/REIMB-007A					
Other Charges	423,718	1,522,245	1,394,218	1,785,572	1,785,572
Interfund Charges	3,088,199	4,825,851	4,920,357	6,051,736	6,035,107
Subtotal	3,511,917	6,348,096	6,314,575	7,837,308	7,820,679
Interfund Reimbursement	-630,822	0	0	0	0
Net Total	2,881,095	6,348,096	6,314,575	7,837,308	7,820,679
FUND CENTER 3103199 WATER QUALITY					
Services & Supplies	14,242	23,688	25,000	25,000	25,000
Improvements	0	0	25,000	25,000	25,000
Subtotal	14,242	23,688	50,000	50,000	50,000
FUND CENTER 3106382 LIBRARY MISC PROJECT					
Services & Supplies	640,997	942,198	600,000	500,000	500,000
Improvements	3,764,811	627,230	1,300,000	1,000,000	1,000,000
Subtotal	4,405,808	1,569,428	1,900,000	1,500,000	1,500,000
Interfund Reimbursement	-4,392,602	-1,698,399	-1,900,000	-1,500,000	-1,500,000
Net Total	13,206	-128,971	0	0	0
APPROPRIATIONS FOR CONTINGENCIES	0	0	1,000,000	1,000,000	1,000,000
GRAND TOTAL COUNTY BUILDING CONSTRUCTION	14,026,637	18,677,987	22,796,439	26,919,961	26,820,193
TOTAL DEPARTMENTAL FINANCING	-9,591,424	12,946,182	22,796,439	26,919,961	26,820,193

PROGRAM DESCRIPTION:

The Facility Planning and Management Division of the Department of Facility Planning, Architecture, and Real Estate manages the Capital Construction Fund (Fund 007A).

- 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 county-owned 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 cost-effective or 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.

GOAL:

- Continue to provide funding and management for approved major construction projects underway and projects required due to health, safety, security, or severe operational problems.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Completed the following construction projects:
 - 90-bed expansion and control system at Juvenile Hall.
 - Fleet Services equipment shop.
 - Carmichael Library remodel.
- Installed an emergency generator at the Morgan Alternative Center.
- Completed various Americans with Disability Act (ADA) barrier removal projects.
- Completed various mechanical upgrades to achieve energy savings.

SIGNIFICANT CHANGES FOR 2007-08:

- Begin construction of the new Animal Care Facility.
- Begin construction of the four 30-bed housing units at Juvenile Hall.
- Remodel Wing "A" of Juvenile Hall.
- Remodel the Sheriff South Area Substation for reuse as the 911 Communications Center.
- Modernize the fire alarm system at the Main Jail.

SUPPLEMENTAL INFORMATION:

The anticipated funding available within the Capital Construction Fund (CCF) for Fiscal Year 2007-08 is \$26,820,193. The Final Budget includes several high priority projects in the Juvenile Justice facilities as well as projects at other county facilities.

ESTIMATED FINANCING:

<u>Source</u>	<u>Amount</u>
Available Fund Balance of Appropriation	\$8,046,670
County Facility Use Allowance and Vacancy Factor Charges	13,663,501
Interest Income	125,000
Miscellaneous Revenues - Leases	48,000
ADA Certificate Of Participation Funds	1,037,022
Courthouse Temporary Construction Fund	2,100,000
Criminal Justice Facility Temporary Construction Fund	1,800,000
	\$26,820,193

Included in the following 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 done 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.

The funding levels may change significantly if new revenue sources are identified. These new revenue sources may provide for the long needed construction of new facilities to serve Sacramento County. Additionally, the funding levels identified for small miscellaneous projects differ from the funding budgeted as contingencies. The funds set aside as contingencies historically have been 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 projects included in the Final Budget are:

Fund Center 3103101-Bradshaw Complex — \$1,000,000. Actual appropriation is \$18,000,000 but due to reimbursements, the net cost is \$1,000,000. This appropriation provides for construction of the new Animal Care Facility and energy saving projects along with ADA upgrades at the Bradshaw Complex.

Fund Center 3103102-Administration Center — \$1,519,200. This appropriation provides for ADA upgrade construction; central plant modifications, upgrading the fire alarm system, replacing carpeting in various areas where it has become a hazard and miscellaneous alterations in the Administration Center.

Fund Center 3103103-Courthouse — \$150,000. This appropriation provides for various improvements to correct health, security, and safety issues; and miscellaneous alterations in the Courthouse.

Fund Center 3103104-New Juvenile Courthouse — \$50,000. This appropriation provides for miscellaneous items following the construction of the new Juvenile Courthouse.

Fund Center 3103105-Carol Miller Justice Center — \$0. It is anticipated that this facility will be transferred to the state in Fiscal Year 2007-08.

Fund Center 3103108-Preliminary Planning — \$1,393,285. This appropriation provides for estimating the costs of projects necessary in all county facilities; the Comprehensive Master Plan; consultant costs for the long-term adult correctional feasibility study; administrative costs for the CCF; and miscellaneous planning efforts.

Fund Center 3103109-901 G Street Building (OB #2) — \$100,000. This appropriation provides for miscellaneous alterations and improvements.

Fund Center 3103110-Maintenance Yard — \$100,000. This appropriation provides for miscellaneous alterations and improvements.

Fund Center 3103111-Miscellaneous Alterations and Improvements — \$1,142,083. This appropriation provides for the following projects:

<u>Requestor</u>	<u>Project Description and Justification</u>	<u>Cost Estimate</u>
Facility Planning, Architecture, & Real Estate	Survey and remedial work associated with asbestos in county facilities	\$100,000
Municipal Services Agency (MSA)	Provide for ongoing testing of underground tanks under county ownership in accordance with state law	50,000
MSA	Provide for the cost associated with warranty inspections on new construction and remodel projects	20,000

Real Estate	Real Estate services provided to CCF including wireless lease and services for miscellaneous vacant county-owned land.	120,000
CCF & Facility Planning and Management (FPM)	Vacant Space Allocation- CCF is charged for vacant county-owned space, but recovers the cost through the Facility Use Allocation	511,936
CCF and FPM	Miscellaneous minor building and emergency projects	340,147
TOTAL		\$1,142,083

Fund Center 3103112-Bradshaw Administration Building (OB #3) — \$275,000. This appropriation provides for miscellaneous alterations and improvements.

Fund Center 3103113-Clerk-Recorder Building — \$50,000. This appropriation provides for miscellaneous improvements for the Spink building.

Fund Center 3103114-799 G Street Building — \$1,200,000. This appropriation provides for the Chilled and Hot Water systems upgrade, an upgrade to the underground diesel storage tank, and miscellaneous improvements to the Office of Communication and Information Technology building.

Fund Center 3103124-General Services Facility — \$175,000. This appropriation provides for Heating Ventilating and Air Conditioning (HVAC) upgrades and miscellaneous alterations and improvements for safety purposes.

Fund Center 3103125-B.T. Collins Juvenile Center — \$5,369,946. Actual appropriation is \$54,275,438 but reimbursements reduce the net cost to \$5,369,946. This appropriation provides for the continuation of the Juvenile Hall infrastructure project, and miscellaneous alterations to correct health and safety issues.

Fund Center 3103126-Warren E. Thornton Youth Center — \$200,000. This appropriation provides for outstanding items following the construction of the Warren E. Thornton 60 bed expansion project and miscellaneous alterations and improvements.

Fund Center 3103127-Boys Ranch — \$400,000. This appropriation provides for a new water well, planning adequate sewage capacity, and miscellaneous alterations and improvements.

Fund Center 3103128-Rio Cosumnes Correctional Center (RCCC) — \$2,000,000. This appropriation provides for upgrading the filtration system and well pump, replacing the emergency generator, and miscellaneous alterations and improvements.

Fund Center 3103130-Work Release Facility — \$35,000. This appropriation provides for miscellaneous repairs to the Work Release facility.

Fund Center 3103131-Sheriff's Administration Building — \$500,000. This appropriation provides for connecting the Sheriff's administration building to the downtown central plant and miscellaneous alterations to the Sheriff's administration building.

Fund Center 3103132-Lorenzo E. Patino Hall of Justice — \$1,925,000. This appropriation provides for replacing the fire alarm system, continuing the remodel of inmate showers, and miscellaneous improvements to the facility.

Fund Center 3103133-Sheriff's North Area Substation — \$15,000. This appropriation provides for miscellaneous improvements to the facility.

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

Fund Center 3103137-Coroner/Crime Laboratory — \$300,000. This appropriation provides for evidence area alteration and improvement and continued modifications to improve the functionality of the facility.

Fund Center 3103160-Sacramento Mental Health Facility — \$15,000. This appropriation provides for mold abatement in the basement of this facility and miscellaneous alterations and improvements to the facility.

Fund Center 3103162-Primary Care Center — \$25,000. This appropriation provides for miscellaneous alterations and improvements to the facility.

Fund Center 3103198-Financing-Transfers/Reimbursements — \$7,820,679. This appropriation provides for contributions for the following debt service payments: the new Juvenile Courthouse; debt service for Fixed Asset Acquisition Fund projects started in Fiscal Year 2004-05; Coroner Crime Lab, Boys Ranch, and the Warren E Thornton Youth Center (due to Tobacco Litigation Settlement Deallocated Funding requirements), and the County's share of the tenant improvements for the Bank of America building.

Fund Center 3103199-Water Quality — \$50,000. This appropriation provides for miscellaneous alterations and improvements to the facility.

Fund Center 3106382-Libraries — \$0. Actual appropriation is \$1,500,000, but due to reimbursements, the net cost is \$0. This appropriation provides for partial construction costs for the Rio Linda Library and other minor improvements to various branch libraries to correct health, safety, or severe operational issues.

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

2007-08 PROGRAM INFORMATION

Budget Unit: 3100000 Capital Construction Fund Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
001	<i>Capital Construction Fund</i>	7,820,679	0	3,587,460	4,233,219	0	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: Bond Payments							
	Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations							
	Anticipated Results: Bond Payments for County-owned facilities							
002	<i>Capital Construction Fund</i>	525,000	0	525,000	0	0	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: Criminal Justice Trust Fund							
	Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations							
	Anticipated Results: Construction and rehabilitation of criminal justice facilities							
004	<i>Capital Construction Fund</i>	1,036,922	0	1,036,922	0	0	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: Americans with Disabilities modifications							
	Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations							
	Anticipated Results: ADA pilot transition and self evaluation plan							
005	<i>Capital Construction Fund</i>	3,960,000	0	3,960,000	0	0	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: Adult Institutions							
	Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations							
	Anticipated Results: Rehabilitation of adult institutions							

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
006	Capital Construction Fund	54,875,438	48,905,492	2,156,495	3,813,451	0	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: Juvenile Institutions							
	Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations							
	Anticipated Results: Rehabilitation of juvenile institutions							
008	Capital Construction Fund	50,000	0	50,000	0	0	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: Underground fuel tank management program							
	Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations							
	Anticipated Results: Testing of underground fuel tanks for leakage into soil							
011	Capital Construction Fund	345,978	0	345,978	0	0	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: Unforeseen Health & Safety - Emergency Maintenance							
	Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations							
	Anticipated Results: Emergency projects to remediate unforeseen health and safety issues							
MANDATED-SPECIFIC Total:		68,614,017	48,905,492	11,661,855	8,046,670	0	0.0	0

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-FLEXIBLE						
003	Capital Construction Fund	200,000	0	200,000	0	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Courthouse Temporary Construction Fund								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Construction and rehabilitation of court facilities								
007	Capital Construction Fund	100,000	0	100,000	0	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Asbestos management program								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Assessment of asbestos hazards through the Asbestos management program								
009	Capital Construction Fund	545,285	0	545,285	0	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Health & safety related projects								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Construction to remediate miscellaneous health and safety related issues								
MANDATED-FLEXIBLE Total:		845,285	0	845,285	0	0	0.0	0
FUNDED		Program Type: SELF-SUPPORTING						
013	Capital Construction Fund	5,091,383	0	5,091,383	0	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: General Maintenance								
Countywide Priority: 4 -- General Government								
Anticipated Results: General maintenance of County-owned buildings								
SELF-SUPPORTING Total:		5,091,383	0	5,091,383	0	0	0.0	0

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
010	Capital Construction Fund	300,000	0	300,000	0	0	0.0	0
Strategic Objective: IS -- Internal Services Program Description: Coroner Crime Laboratory Countywide Priority: 1 -- Discretionary Law Enforcement Anticipated Results: Construction and rehabilitation of the Coroner Crime Lab								
012	Capital Construction Fund	800,000	0	800,000	0	0	0.0	1
Strategic Objective: IS -- Internal Services Program Description: Administration Countywide Priority: 4 -- General Government Anticipated Results: Administration of the Capital Construction Fund								
014	Capital Construction Fund	1,500,000	1,500,000	0	0	0	0.0	0
Strategic Objective: IS -- Internal Services Program Description: Library Construction Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations Anticipated Results: Library construction								
015	Capital Construction Fund	25,000	0	25,000	0	0	0.0	0
Strategic Objective: IS -- Internal Services Program Description: Primary Care Center Countywide Priority: 4 -- General Government Anticipated Results: Construction and rehabilitation of Primary Care Center								
016	Capital Construction Fund	50,000	0	50,000	0	0	0.0	0
Strategic Objective: IS -- Internal Services Program Description: Juvenile Courthouse Construction Countywide Priority: 1 -- Discretionary Law Enforcement Anticipated Results: Juvenile Courthouse construction								

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
017	<i>Capital Construction Fund</i>	17,000,000	17,000,000	0	0	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Animal Care Facility								
Countywide Priority: 4 -- General Government								
Anticipated Results: Construction of the new Animal Care Facility								
DISCRETIONARY Total:		19,675,000	18,500,000	1,175,000	0	0	0.0	1
FUNDED Total:		94,225,685	67,405,492	18,773,523	8,046,670	0	0.0	1
Funded Grand Total:		94,225,685	67,405,492	18,773,523	8,046,670	0	0.0	1

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

UNIT: Capital Projects-Debt Service
9287000

FUND: CAPITAL PROJECTS-DEBT SERVICE
287A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	7,073	5,493	548,688	352,156	352,156
Other Charges	1,501,279	1,494,971	1,495,590	1,492,127	1,492,127
Interfund Charges	0	0	0	250,000	250,000
Interfund Reimb	-1,521,428	-1,515,590	-1,515,590	-1,510,501	-1,510,501
Total Finance Uses	-13,076	-15,126	528,688	583,782	583,782
Means of Financing					
Fund Balance	488,760	528,688	528,688	583,782	583,782
Use Of Money/Prop	26,852	39,969	0	0	0
Total Financing	515,612	568,657	528,688	583,782	583,782

PROGRAM DESCRIPTION:

- This budget unit provides for the annual lease payments for the 1999 Refunding Certificates of Participation (Capital Projects). On November 23, 1999, the Board of Supervisors approved the refinancing of the Cherry Island Golf Course and the County Employees Parking Garage facilities. Although the financing for both facilities was consolidated into a single issue, the debt service related to each facility will be segregated so that the appropriate amounts will be charged to the operating funds/budgets of the departments that operate each facility. The refunding of \$15,960,000 was executed and closed on December 14, 1999, resulting in reduced annual debt service payments for the Parking Garage Project and additional financing of \$495,000 for several golf projects, hence no change in the Golf debt service level.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$1,844,283 consisting of \$352,156 administrative costs, \$975,000 in principal payment and \$517,127 in interest payments. Financing is from payments from various user departments (\$1,260,501), and available fund balance of \$583,782.

2007-08 PROGRAM INFORMATION

Budget Unit: 9287000 Capital Projects Debt Service Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: **MANDATED-SPECIFIC**

004	COP Debt Svc	2,094,283	1,510,501	0	583,782	0	0.0	0
Strategic Objective: C -- Sustainable and Livable Communities								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								

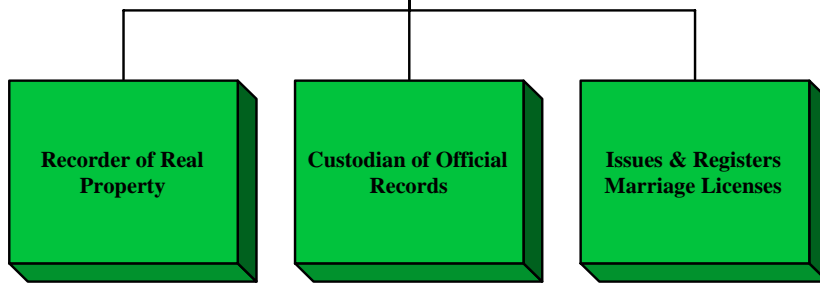
MANDATED-SPECIFIC Total: 2,094,283 1,510,501 0 583,782 0 0.0 0

FUNDED Total:	2,094,283	1,510,501	0	583,782	0	0.0	0
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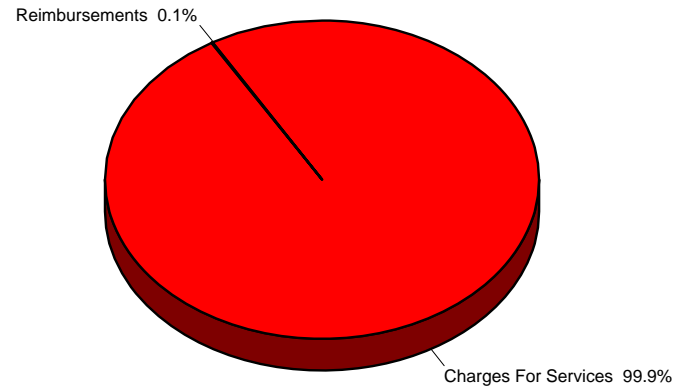
Funded Grand Total: 2,094,283 1,510,501 0 583,782 0 0.0 0

Departmental Structure

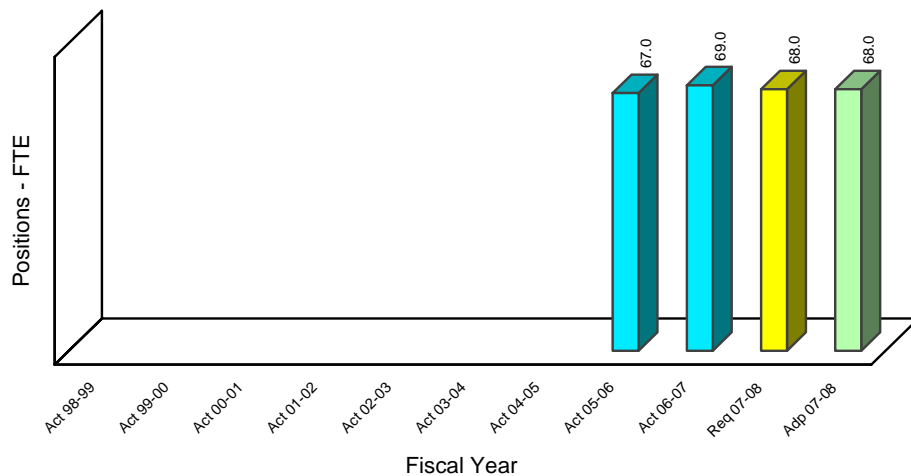
CRAIG A. KRAMER, Director



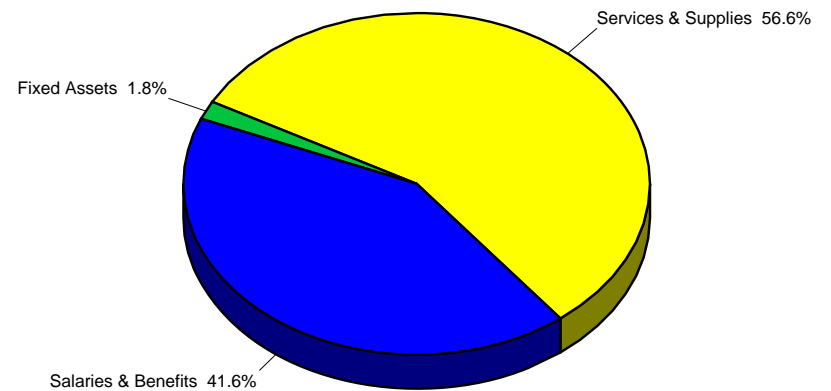
Financing Sources



Staffing Trend



Financing Uses



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

UNIT: 3240000 County Clerk/Recorder
DEPARTMENT HEAD: CRAIG A. KRAMER

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: PUBLIC PROTECTION
ACTIVITY: Other Protection
FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	3,639,433	3,883,222	4,348,984	4,659,517	4,659,517
Services & Supplies	1,781,209	1,737,856	5,325,576	5,395,969	5,376,179
Equipment	455,292	116,222	168,138	199,157	199,157
Intrafund Charges	661,795	718,454	1,029,929	955,582	955,582
SUBTOTAL	6,537,729	6,455,754	10,872,627	11,210,225	11,190,435
Intrafund Reimb	780	-5,852	-27,000	-8,500	-8,500
NET TOTAL	6,538,509	6,449,902	10,845,627	11,201,725	11,181,935
Prior Yr Carryover Revenues	0	-157,309	-157,309	0	0
	6,538,504	8,256,983	11,002,936	11,201,725	11,181,935
NET COST	5	-1,649,772	0	0	0
Positions	67.0	69.0	68.0	68.0	68.0

PROGRAM DESCRIPTION:

The Department of County Clerk/Recorder:

- Serves as custodian of official records.
- Recorder of real property documents for the County.
- Issues and registers marriage licenses.
- Registers process servers, public notaries, professional photo copiers, unlawful detainer assistants, legal document assistants.
- Files and maintains oaths of office, environmental impact reports, and rosters of public agencies.
- Performs weddings.
- Issues certified copies of birth, death and marriage records.

- Collects funds for Real Estate Fraud Prevention Fund, Children’s Trust Fund, Deoxyribonucleic Acid (DNA) database, Juvenile Mediation Trust, Domestic ViolenceTrust.
- Acts as commissioner of civil marriage and appoints deputy commissioners of civil marriage.
- Authenticates notary public and health officer signatures.
- Files subdivision, parcel, assessor and assessment maps.

MISSION:

To comply/apply with state statutory requirements and provide exemplary service to customers while maintaining the highest degree of respect, fairness, public trust and integrity.

GOALS:

- Evaluate enhancements to maximize efficiency and quality of service to customers.
- Continue to work with collaborating departments to bring services to Sacramento County residents at community-based service centers.
- Complete conversion of historical official records and vital statistic records to images and the related indices.
- Implement server-based marriage license system and online marriage license application system to utilize for multiple locations.
- Plan, develop, and coordinate implementation of Electronic Recording Delivery System in conjunction with State Attorney General's Office.
- Collaborate with departments to develop easy-to-use procedures for countywide records retention.
- Finalize process to update operational procedures manual.
- Finalize development and implementation of operational training program to enhance cross-functional knowledge of staff.
- Finalize implementation of E-Liens with Franchise Tax Board.
- Complete evaluation and implement use of debit cards as payment for services.
- Complete evaluation and implement new telephone system to enhance customer service.
- Work with governmental agencies and related industries to improve processing of recordable documents.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Amended Sacramento County Code to adjust Recorder's fees, Marriage License fees and various other service fees to account for cost-of-living increases and other costs associated with providing the services.
- Assisted in collaborative effort to obtain legislative amendment to allow electronic submission of Franchise Tax Board liens in light of County Counsel opinion.
- Coordinated with the Office of Communications and Information Technology to replace Jukebox archival storage with Network Attached Storage (NAS) solution.
- Completed a Request for Proposal, a meet and confer with labor organizations, and received Board approval for vendor contracts as part of the continuing project to convert historical official records and related indices. The conversion of records from microfilm to images and the creation of automated index data will be completed in Fiscal Year 2007-08. Records between 1850 to 1909 and 1965 to present have been converted.

- Converting the remaining records dating 1910 to 1964 will complete the project. Images of recorded documents will be converted for the period 1850-2000. Vital statistic records will be converted for the period 1850-1983.
- Implemented changes to marriage license services which involves three stages. The first completed stage included development and implementation of an online marriage license appointment calendar. The second and third stages, which are expected to be completed in Fiscal Year 2007-08, are to implement an on-line marriage license application process to eliminate duplication of effort. Currently, customers can fill out a license on the Website then bring the information to the office where office staff must retype it. The on-line application will eliminate the need for staff to retype the information. In addition, kiosks will be available in the office for customers to input license information that can be retrieved by office staff, thereby reducing the amount of time required to complete the application process and enhancing customer service. The third stage involves installation of a server-based Marriage License system to utilize in multiple locations with the capability for on-line marriage license applications. The server-based system will eliminate any possibility of index data corruption. These system enhancements have been evaluated and approved by the Department of General Services Purchasing Division.
 - Documented departmental human resources guidelines for managers and supervisors bringing consistency to the departmental process.
 - Obtained Board approval of the first general policy regarding countywide records retention efforts. This is part of a continuous effort to develop countywide Records Retention and Management Program (RRAMP). The Board of Supervisors charged the County Clerk/Recorder with oversight of a countywide Records Retention policy.
 - Finalized departmental Pandemic Flu Plan to address emergency procedures in the event of a major reduction in staff. Departments within the Internal Services Agency collaborated with various departments on countywide pandemic policy issues.
 - To recognize increased responsibilities of staff and enhance candidate pool, collaborated with Department of Personnel Services to finalize a class study for unique classifications which entailed completing a meet and confer process with labor organizations and obtaining Civil Service Commission and Board approval.

SIGNIFICANT CHANGES FOR 2007-08:

- Relocate services to centers in the communities in the central, east and southern parts of the County. The service center is intended to provide one stop shopping for county residents in conjunction with the Department of Neighborhood Services.
- Continue development of countywide RRAMP. A general first policy was approved by the Board in 2007. The department will continue to collaborate with all county departments to develop easy-to-use procedures.
- Implement the second and third stages of improvements to the marriage license service. These stages add the ability for the on-line application system and a server-based marriage license system to be utilized in multiple locations, thereby eliminating any possibility of index data corruption.
- Continue the development of electronic recording for title companies and mortgage brokers. The initial public comment period and approval process has been completed by the Office of Administrative Law.
- Finalize implementation of e-liens which is the electronic recording of Franchise Tax Board liens. This project was delayed during Fiscal Year 2006-07 due to the need for legislative changes. Legislative changes are now in place. The first step into electronic recording will reduce costs and improve efficiencies associated with recording tax liens for both the County and state.

STAFFING LEVEL CHANGES FOR 2007-08:

- Administrative additions, deletions and/or reclassifications resulting in a net 1.0 decrease in positions and a net zero cost consists of the following:

Added Positions:

Supervising Imaging Specialist	1.0
Accountant	1.0
Chief Deputy Clerk/Recorder	2.0
Assistant Chief Deputy Clerk/Recorder	5.0
Supervising Deputy Clerk/Recorder	4.0
Total	13.0

Deleted Positions

Clerical Supervisor 1	1.0
Office Assistant	1.0
Imaging Specialist	1.0
Administrative Services Officer 2	2.0
Administrative Services Officer 1	4.0

Clerical Supervisor 2	2.0
Clerical Supervisor 1 positions	3.0
Total	14.0

- The following 2.0 positions were added to provide supervision and staff at the new Central Service Center: 1.0 Administrative Services Officer 1; 1.0 Senior Office Specialist
- The following 1.0 position was deleted as part of the human resources reorganization. The position transferred to the Department of Personnel Services: 1.0 Personnel Specialist 2

PERFORMANCE MEASURES:

OUTPUTS/OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
1. Reduce overall travel time for customers to receive services	Collect zip code data from customers to verify overall miles traveled	PB*	PB	Average 27.7 miles	Average 20.9 miles
2. Reduce time spent obtaining marriage licenses	Number of licenses issued per FTE for percent reduction in staff time processing licenses	PB	PB	20 mins	18 mins

*Pre Baseline

2007-08 PROGRAM INFORMATION

Budget Unit: 3240000 County Clerk/Recorder Department Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: MANDATED-FLEXIBLE

001-A Clerk	998,077	0	998,077	0	0	6.0	0
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Strategic Objective: LJ -- Law and Justice

Program Description: The Clerk Program provides notary services; registers process servers; photocopiers; issues marriage licenses and performs weddings and files Statements of Economic Interest.

Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations

Anticipated Results: Marriage licenses, photocopiers and process servers are registered within 20 minutes. Confidential marriages are registered within 30 days.

002 Recorder	10,164,448	8,500	10,155,948	0	0	62.0	0
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Strategic Objective: LJ -- Law and Justice

Program Description: The Recorder program maintains the ability to register, index, image and mail, birth, death and marriage records.

Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations

Anticipated Results: It ensures counter documents are recorded same day and mailed within 5 workdays with an index available by noon the next work day. It also ensures documents are recorded and mailed within 3 days or produced within 20 minutes in person.

MANDATED-FLEXIBLE Total:	11,162,525	8,500	11,154,025	0	0	68.0	0
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FUNDED Total:	11,162,525	8,500	11,154,025	0	0	68.0	0
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CEO RECOMMENDED ADDITIONAL REQUESTS Program Type: SELF-SUPPORTING

AR 001 Svc Ctr	27,910	0	27,910	0	0	0.0	0
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Strategic Objective: LJ -- Law and Justice

Program Description: Service Center Information Tech Support

Countywide Priority: 4 -- General Government

Anticipated Results: Enhanced Customer Service in Community Service Centers. The Informational Technician ensures systems equipment and applications function properly.

SELF-SUPPORTING Total:	27,910	0	27,910	0	0	0.0	0
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CEO RECOMMENDED ADDITIONAL REQUESTS Total:	27,910	0	27,910	0	0	0.0	0
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Funded Grand Total:	11,190,435	8,500	11,181,935	0	0	68.0	0
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COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: 5710000 Data Processing-Shared Systems

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Other General
FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	0	0	-714,365	0	0
Services & Supplies	14,559,436	15,732,116	17,451,318	19,549,502	17,097,560
Equipment	85,431	66,194	0	0	0
Intrafund Charges	320,889	270,472	640,908	653,623	653,623
NET TOTAL	14,965,756	16,068,782	17,377,861	20,203,125	17,751,183
Prior Yr Carryover Revenues	901,772	436,494	436,494	669,064	669,064
	0	0	0	0	0
NET COST	14,063,984	15,632,288	16,941,367	19,534,061	17,082,119

PROGRAM DESCRIPTION:

- This budget unit accounts for the cost of services provided by the Office of Communications and Information Technology (OCIT) and the Department of Finance to support countywide shared computer systems and applications.
- The shared systems functional areas are as follows:
 - Law and Justice. Costs associated with the Criminal Justice Information Systems (CJIS), the Jail Inmate Management System (JIMS), the California Law Enforcement Telecommunications System (CLETS), and the Integrated Justice Information System (IJIS).
 - Special District Payroll. Costs associated with the Secured and Unsecured Tax system, the Homeowner's Exemption system, the Computer Assisted Appraisal system and the Property database and Clerk Recorder Tax Data Entry.
 - Property Tax Systems. Costs associated with the Secured and Unsecured Tax system, the Homeowner's Exemption system, the Computer Assisted Appraisal system and the Property database.

- Administration. Costs associated with the Sacramento County Agenda Management Application (AgendaNet), the support and enhancement of the county's Web presence and Web portal, and the Spatial Data Base costs for the maintenance of public infrastructure environments that are shared countywide and the General Fund share of the Geographic Information System (GIS) support and maintenance.
- COMPASS. Costs associated with the Comprehensive Online Management Personnel and Accounting System for Sacramento County (COMPASS) and the Sacramento County Budget Development Application (SCBDA).
- Project management for the proposed 3-1-1 system.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Implemented additional phases of the CLETS message switch replacement as requested by the steering committee.
- Completed redesign of county Intranet Web Portal with added functionality and new Web-based applications.
- Implemented Web Portal Content Management Application to manage countywide Web document content.
- Purchased and installed replacement hardware in preparation of the next COMPASS software upgrade.

SIGNIFICANT CHANGES FOR 2007-08:

- Implement Web services for the integrated Criminal Justice Information System (CJIS);
- Implement additional Employee Self-Services (ESS) functionality such as Benefits enrollment, address changes, and W/4 processing;
- Implement Employee Self-Services for inputting time information into COMPASS to interested county Departments;
- Create a standard timesheet interface for COMPASS;
- Implement Electronic Forms on the County Internet and Intranet;
- Prepare for implementation of county 3-1-1 system to provide a centralized source for non-emergency government information, services and problem reporting for Sacramento County residents.
- Redesign Sacramento County Internet Portal.

2007-08 PROGRAM INFORMATION

Budget Unit: 5710000 Data Processing-Shared Systems Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
001	Law & Justice Systems	5,598,881	0	0	0	5,598,881	0.0	0
	<p>Strategic Objective: LJ2-- Law and Justice</p> <p>Program Description: Provides a central point for funding the maintenance and enhancement of the Law Enforcement (CJIS, JIMS IJIS and CLETS) Systems which are accessible to multiple law enforcement entities</p> <p>Countywide Priority: 1 -- Discretionary Law Enforcement</p> <p>Anticipated Results: Access to the Law Enforcement Systems by the Law & Justice Community is available 99.9% of the time (except for scheduled downtimes). Mandated changes are implemented by established deadline of mandating organization.</p>							
002	Payroll Systems	402,940	0	0	0	402,940	0.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Provides a central point for funding of Special District Payroll which supports multiple departments and local entities</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Access to the Special District Payroll Systems is available 99.9% of the time (except for scheduled downtimes). Mandated changes are implemented by established deadline of mandating organization.</p>							
003	Property & Tax Systems	1,653,397	0	0	0	1,653,397	0.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Provides a central point for funding the maintenance and enhancement of the Secured and Unsecured Tax which are used by multiple county departments.</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Access to the Property Tax Systems is available 99.9% of the time (except for scheduled downtimes). Mandated changes are implemented by established deadline of mandating organization.</p>							
004	COMPASS	6,961,045	0	0	0	6,961,045	0.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Provides a central point for funding the maintenance and enhancement of the Human Resources, Materials Management, Financial Reporting and Budget Systems which is are county wide system and used by virtually all county employees</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Access to the Human Resources, Materials Management, Financial Reporting and Budget Systems by County departments is available 99.9% of the time (except for scheduled downtimes). Mandated changes are implemented by established deadline of mandating organization.</p>							

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
005	<i>Other Shared Applications</i>	2,891,120	0	0	669,064	2,222,056	0.0	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Provides a central point for funding the maintenance and enhancement of the Countywide Shared Systems (E-Govt. WEB, AgendaNet, Shared Property Database [GIS])						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Access to the various county intranet and internet websites are available 99.9% of the time (except for scheduled downtimes). Updates and changes are implemented by established deadline of requesting organization.						
006	<i>311</i>	243,800	0	0	0	243,800	0.0	0
	Strategic Objective:	C5 -- Sustainable and Livable Communities						
	Program Description:	3-1-1 provides a centralized source for non-emergency government information, services and problem reporting for Sacramento County residents.						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	3-1-1 will deliver a 24/7 website and customer service call center staffed by live operators with access to a database of information and services. The County will be able to consolidate its various call centers into one and maintain a single data source that contains both County and City information.						
DISCRETIONARY Total:		17,751,183	0	0	669,064	17,082,119	0.0	0
FUNDED Total:		17,751,183	0	0	669,064	17,082,119	0.0	0
Funded Grand Total:		17,751,183	0	0	669,064	17,082,119	0.0	0

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

FUND: DENTAL PLAN INSURANCE
038A

ACTIVITY: Dental Insurance
UNIT: 3920000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	387,355	0	0	0	0
Total Operating Rev	387,355	0	0	0	0
Service & Supplies	-24,895	0	0	0	0
Total Operating Exp	-24,895	0	0	0	0
Net Income (Loss)	412,250	0	0	0	0

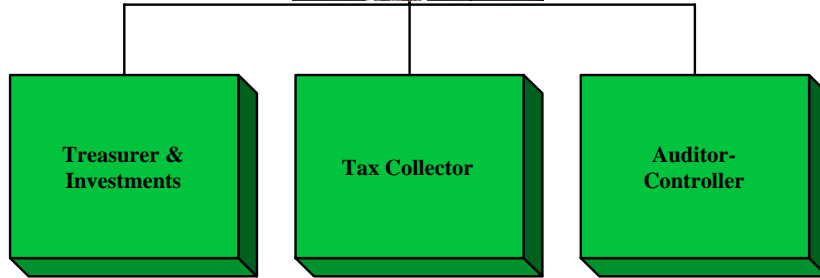
PROGRAM DESCRIPTION:

- Effective January 1, 2004, the program moved from a self-funded program to a fully funded plan provided by a contract with a dental insurance carrier. The employee benefit is provided to all permanent county employees at county cost which is now reflected in the Employment Services and Risk Management Department (Budget Unit 6030000)

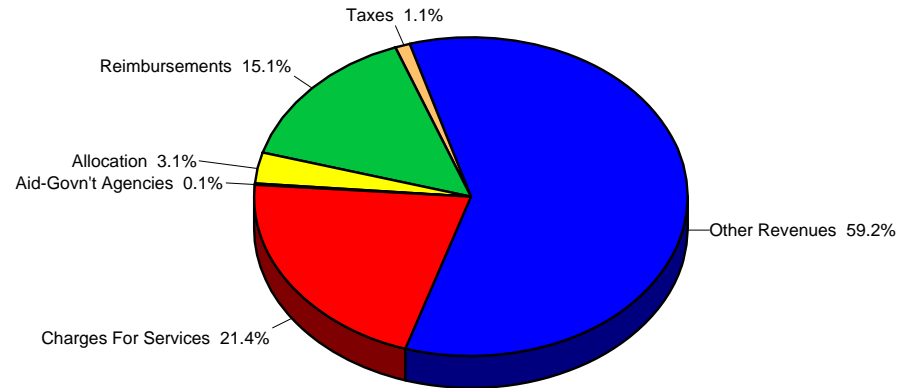
FOR INFORMATION ONLY

Departmental Structure

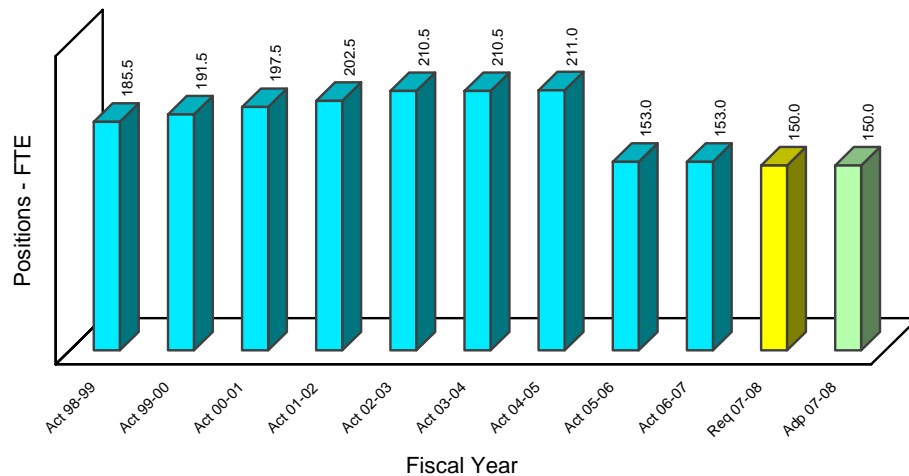
DAVE IRISH, Director of Finance



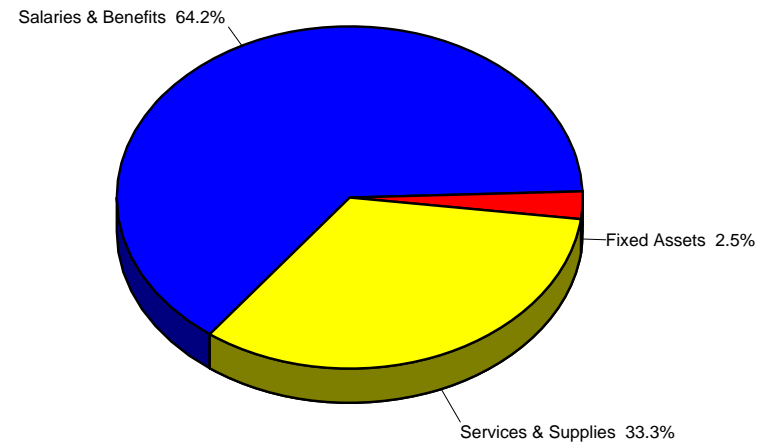
Financing Sources



Staffing Trend



Financing Uses



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

UNIT: 3230000 Department Of Finance
DEPARTMENT HEAD: DAVE IRISH

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Finance
FUND: GENERAL

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	10,090,532	11,386,351	11,950,599	13,169,570	12,891,531
Services & Supplies	4,522,278	3,857,656	5,531,278	5,263,230	5,224,189
Other Charges	0	385,235	202,000	0	0
Equipment	7,781	15,987	28,000	500,000	500,000
Interfund Charges	42,448	51,184	52,048	53,400	53,400
Intrafund Charges	1,050,261	1,073,409	1,374,371	1,404,823	1,404,823
SUBTOTAL	15,713,300	16,769,822	19,138,296	20,391,023	20,073,943
Interfund Reimb	-63,288	-112,820	-153,920	-136,600	-225,309
Intrafund Reimb	-2,066,747	-1,930,509	-2,620,989	-2,802,345	-2,802,345
NET TOTAL	13,583,265	14,726,493	16,363,387	17,452,078	17,046,289
Prior Yr Carryover	0	22,892	22,892	0	0
Revenues	13,558,533	14,634,117	16,340,495	16,514,515	16,425,806
NET COST	24,732	69,484	0	937,563	620,483
Positions	153.0	153.0	153.0	150.0	150.0

PROGRAM DESCRIPTION:

The Department of Finance:

- Manages the County's treasury.
- Provides for the collection and investment of funds.
- Provides fiscal services and independently reports valid financial information to the general public, county departments and other government entities.
- Provides accurate and timely financial information to the County.
- Provides core-level support services to general taxpayers, county departments and other government agencies.

- Processes vendor payments for all county departments and special districts.
- Prepares the Comprehensive Annual Financial Report (CAFR).
- Maintains the Comprehensive Online Management Personnel and Accounting System for Sacramento County (COMPASS) that is the countywide financial system, automated general ledger.
- Prepares the countywide Indirect Cost Allocation Plan and departmental cost rate proposals.
- Processes property tax collection and business licenses.
- Issues and monitors fictitious business name statements.

- Manages the \$3.0 billion Pooled Investment Fund in compliance with the California Government Code, the Pooled Investment Policy and Investment Guidelines.
- Maintains the Pooled Investment Fund credit ratings and achieve a competitive yield for the Pooled Investment Fund, at or above the State's Local Agency Investment Fund (LAIF).
- Annually completes and submits the June 30, year-end CAFR to the Government Finance Officers Association (GFOA) in order to receive the GFOA Certificate of Achievement for Excellence award in financial reporting.
- The specialized programs of the Department of Finance are organized within the following operational structure:
 - **Auditor-Controller** operations include the following programs: General Accounting Services; Accounting Reporting and Control; Systems Control and Reconciliations; Central Support Services; Payroll Services; Audit Services; Payment Services; Other Accounting Services; Central Accounting Systems; and Tax Accounting Services.
 - **Tax Collection and Licensing** operations include the following programs: Tax Collection and License.
 - **Treasury and Investments** operations include the following programs: Pooled Investments; Fiscal Agent Services; 1911 Act Bonds; and Reclamation Districts.

MISSION:

To comply with federal and state regulatory requirements and provide exemplary service to customers while maintaining the highest degree of respect, fairness, public trust and integrity.

GOALS:

- Develop a Web-based process for submitting Business License and Fictitious Business Name filings online with link to pay electronically.
- Redesign secured tax duplicate tax bill and develop online duplicate bill request process.
- Work with Department of General Services-Purchasing Division and the Office of Communications and Information Technology (OCIT) on the development of e-procurement.
- Perform risk assessments on departments to identify and focus on high risk areas for internal audit purposes.
- Conduct follow-up customer service surveys for the Payment Services process.

- Develop detailed annual evaluation reports on each core investment option in the county's Deferred Compensation 457 Plan (e.g. plan objective) criteria.
- Enhance coordination among departmental divisions to ensure timely notification of bond issuance and distribution of debt documents to minimize repetitive tasks for year-end reporting.
- Work to complete the Tax and Business Licensing system replacement.
- Achieve a competitive yield for the Pooled Investment Fund which meets or exceeds the yield of the Local Agency Investment Fund (LAIF).
- Ensure a smooth transition to a unified countywide human resources function.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Continued to work with OCIT on a mainframe cost containment objective identified in the County Information Technology Plan. Evaluated the financial feasibility of operating the mainframe using current practices as applications leave this platform and identified alternatives taking into consideration cost, risks and security.
- Completed the management review of Department of Finance and County Clerk-Recorder servers with special focus on the Treasury's remittance processing system, and archival storage for both departments' image systems.
- Provided review of investment strategies to enhance Pooled Investment Fund yield, while maintaining the investment objectives of safety, liquidity, and public trust.
- Continued to review the county's Deferred Compensation Plan investment options.
- Completed the redefined deposit criteria for the Community Reinvestment Act Program. The Program's "Linked Deposit" plan rewards participating banks for their involvement in enhancing financial support to low and moderate income neighborhoods. The deposit criteria were refined to promote more community reinvestment activities in low and moderate income neighborhoods within the County.
- Partnered with departmental Management Information Services (MIS) divisions, and completed implementation of in-house enhancements to existing document imaging system.
- Completed work with Department of Child Support Services on the transition of disbursement of child support payments to the Statewide Disbursement Unit.
- Developed an outreach program to Special Districts to assist in increasing efficiencies between the Auditor-Controller Division and the districts. Created a Special District Web site as a tool for the program.

- Continued to enhance the Remittance Processing procedures by upgrading software to process payments more efficiently and transmit information electronically. In addition, developed a process that meets federal bank guidelines for processing images of original checks electronically, thereby reducing the need to transport paper checks.
- Purchased new equipment that replaced outdated payment processing equipment to speed up the entire process.
- Completed an in-house tax defaulted land database system.
- Completed enhancement to the e-PropTax process that included tax bill installment payment stub printing for taxpayers to print and submit with tax payments.
- Started the first phase of a process to replace the 1983 Tax and Business License (legacy mainframe) system. The process began with a feasibility study and cost benefit analysis.

SIGNIFICANT CHANGES FOR 2007-08:

- Collaborate with the official county bank (Wells Fargo Bank) to:
 - convert consumer checks, with values of \$25,000 or less, into automatic clearing house transactions (direct deposit) using Wells Fargo Smart Decision product.
 - convert paper returns into automatic clearing house transactions, allowing the County one more chance in the collection process.
 - consider the possibility of adding the County’s return check fee to those paper returns that have been converted to automatic clearing house transactions.
 - convert home banking payments from paper checks into automatic clearing house transactions.
- Continue to update the Special District Web site with forms, policies, procedures and other information that will be useful to the districts and increase efficiencies.
- Procure new Windows-based cost plan software upgrade to replace obsolete DOS-based software currently being used in order to eliminate inefficiencies in the maintenance of the software and to improve efficiencies in the cost plan preparation process.
- Complete a fee review for Tax Collection and licensing fee changes with corresponding changes to forms, Web sites and processes once Board of Supervisors’ approval is received.
- Change the Online Bill Pay process from receipt of third-party paper checks from the Processing Center to receipt of electronic files and automatic clearing house transactions.

- Continue the process for replacing the 1983 Tax and Business License (legacy mainframe) system by completing a project to document the functions of that system. The process will continue with documentation of high-level requirements, a feasibility study and documentation of detailed requirements.
- Automate the manual process for generating property tax distributions.
- Perform major upgrade to Department of Finance FileNET system. The upgrade will entail replacement of the FileNET library and repository servers, migration from the OCIT Web server (requires coding changes to seven Web sites) and replacement of the front end scanning/capture component.

STAFFING LEVEL CHANGES 2007-08:

- Administrative additions, deletions and/or reclassifications resulting in a net zero change in positions consist of the following:

Added Positions

Accountant 2	1.0
Accounting Technician confidential	1.0
Administrative Services Officer 2	1.0
Associate Administrative Analyst 2	1.0
Senior Accountant	1.0
Senior Office Assistant confidential	<u>1.0</u>
Total	6.0

Deleted Positions

Administrative Services Officer 1	3.0
Clerical Supervisor 2	1.0
Personnel Specialist 2 positions	<u>2.0</u>
Total	6.0

- The following 2.0 positions were deleted as part of the human resources reorganization. The positions were transferred to the Department of Personnel Services: 1.0 Administrative Services Officer 1; 1.0 Administrative Services Officer 3
- The following 1.0 position was eliminated due to the department average annual savings requirement: 1.0 Account Clerk 2

PERFORMANCE MEASURES:

OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
1. To provide a stable and compliant centralized accounting system to County agencies and departments in order to provide a tool for the County to maintain or improve its credit rating.	Maintain the high standards of the County's accounting system in order to produce an annual financial report that merits the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting.	Received GFOA certificate	Receive GFOA certificate	Received GFOA certificate	Receive GFOA certificate
2. To provide timely services for payment of county obligations to county agencies, departments, and special districts in order to ensure that disbursements of County and district funds are made in compliance with legal requirements and county policies and procedures.	Maintain or reduce average days to pre-audit and process correct and complete invoice and reimbursement submittals.	PB*	10.0	10.0	10.0
3. To provide the County with the maximum use of funds deposited by County departments and other local agencies into the County Treasury.	Invest Treasury receipts in County Investment Pool to earn an annual rate of return that meets or exceeds the rate of return on the State of California Local Agency Investment Fund (LAIF).	+0.05% Pool: 2.31 LAIF: 2.26	0.0% difference	+0.06% Pool: 4.72 LAIF: 4.66	0.0% difference
4. To bill and collect property taxes while providing quality customer service, in order to maximize General Fund revenue with accountability and minimize the overall tax burden by maintaining low delinquency rates.	To attain or exceed the statewide average in property tax collection rates for secured and unsecured property taxes by minimizing unpaid property taxes.	PB	0.0% difference	Secured: -0.3% (97.6% versus 97.9% statewide average) Unsecured +2.6% (97.7% versus 95.1% statewide average)	0.0% difference

OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
5. To provide property tax funding to state and local agencies within Sacramento County through effective property tax administration services.	Apportion and distribute real property tax collections to state and local agencies within 10 business days after the close of the collection period for each semiannual payment deadline.	PB	Meet deadline	Met deadline	Meet deadline
6. To provide quality business licensing services to current and potential business owners in order to assist in the continual business growth within Sacramento County.	Increase the number of licensed businesses within the Unincorporated Area of Sacramento County from the previous calendar year.	22,369	23,500	23,043	23,965

* Pre Baseline

2007-08 PROGRAM INFORMATION

Budget Unit: 3230000 Department of Finance

Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED

Program Type: MANDATED-FLEXIBLE

001	<i>Pool</i>	4,080,195	319,608	3,707,527	0	53,060	23.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Provides investment services for Pooled Investment Fund</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Treasury Pool maintains the accuracy of the \$8.0 billion annual revenue collections, deposits and accounts for Treasury participants; maintains legal management of \$1.9 billion investment funds with 99 percent accuracy, credit rating level of AAAf , volatility rating of S-1, 0 investment policy exception, and meets state Local Agency Investment Fund earnings.</p>								
003	<i>1911 Act Bonds</i>	28,815	0	28,815	0	0	1.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Provides acctng svcs & admin of delinquency assessment sales</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: 1911 Bonds administers, collects assessments and pays bondholders; updates property owner lists; re-registers bonds; and pays registered and bearer bonds. This program ensures 100 percent accuracy.</p>								
004	<i>Reclamation</i>	93,229	12,090	51,872	0	29,267	2.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Provides billing, collection & paying agent services</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Reclamation provides billing, collection, accounting, paying agent services and registers warrants for reclamation districts. The program collects and distributes \$1 million annually to 20 districts while ensuring 100 percent accuracy.</p>								
005	<i>Tax Collection</i>	3,848,767	760,370	2,973,246	0	115,151	32.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Administration/collection of secured taxes</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Tax Collections maintains secured/supplemental/unsecured property taxes and User Utility Tax. The program has a collection rate of 98 percent for secured and 95 percent for unsecured taxes.</p>								

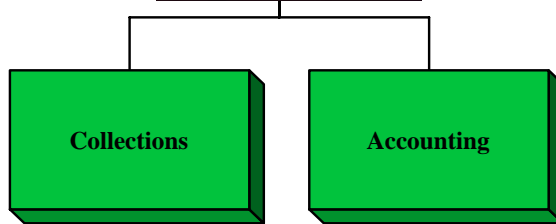
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-FLEXIBLE						
006	License	2,797,557	199,523	2,598,034	0	0	12.0	2
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Administers Fictitious Business Names Ordinance</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: License is a system that monitors and processes business licenses, fictitious business name requests and ensures business information is available to the public. License ensures that requests are processed within five working days in accordance with state law with 100 percent accuracy.</p>							
009	General Accounting	343,931	13,073	259,644	0	71,214	4.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Provides general accounting services to all departments</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: An accounting system that maintains and ensures general acctng services to all County departments. The programs maintains countywide capital assets accounting, debt accounting within professional standards with 100 percent accuracy.</p>							
010	Accounting Reporting Control	180,817	5,684	175,133	0	0	2.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Audits and prepares financial statements</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: This program audits and prepares financial statements, maintains the ability of the department to prepare the County Annual Financial Report, Cost Plan, Annual Report of Financial Transactions and Senate Bill 90 mandated cost claims with 100 percent accuracy while meeting professional standards within timelines.</p>							
011	Systems Control & Reconciliations	1,543,958	303,706	1,162,307	0	77,945	12.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Maintains effective accounting system</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: This program ensures COMPASS financial transactions are properly maintained, develops, monitors and maintains internal controls while ensuring accounting for 1.4 million warrants issued annually. The program processes department and special district security requests while ensuring 100 percent accountability and 97 percent accuracy.</p>							
012	Central Support Services	405,986	22,736	383,250	0	0	8.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Record retention & data input for all departments</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Central Support services ensures the mailing and distribution of countywide warrants and timesheets, as well as the distribution of COMPASS reports to special districts, while providing administrative support to the Auditor-Controller Division. Timesheets are distributed within one week, COMPASS reports within five working days, and daily documents are processed within one day of receipt.</p>							

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-FLEXIBLE						
013	Payroll Services	1,021,636	195,472	826,164	0	0	8.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Payroll services for the County and for Special Districts</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: A county-wide payroll system that produces warrants for County, special districts and retirees. Ensures that warrants are processed within the required deadlines with an accuracy rate of 97 percent, which include garnishments and preparation of third party vendor payments.</p>							
014	Audit Services	1,290,604	665,856	553,534	0	71,214	9.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Audit services for County and Special Districts</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Performs and provides audit services on financial records, ensures compliance with mandated laws and regulations, reviews internal controls and special audits for County and special districts. Audits are conducted at a rate of 100 percent accuracy in order to meet professional standards.</p>							
015	Payment Services	1,834,249	102,312	1,604,859	0	127,078	19.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Verification of all documents processed for payment</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: A countywide payment service that reviews and pre-audits payment requests and provides special district COMPASS data entry, and images/verifies claims. Process payment requests within ten days of receipt while maintaining an imaging error rate of less than 1 percent.</p>							
016	Other Accounting Services	681,724	53,420	618,496	0	9,808	4.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: State funding allocation; COMPASS budgetary controls</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: This service reviews rate proposals, distributes fines and provides budget and accounting services to 50 special districts and maintains 97 percent accuracy.</p>							
017	Tax Accounting	1,277,638	336,930	874,962	0	65,746	10.0	0
	<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Provides revenue collection data & budget support of taxing entities</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: A tax accounting system that administers revenue distribution, data and budget support for taxing entities, and maintains an accuracy rate of 97 percent.</p>							
MANDATED-FLEXIBLE Total:		19,429,106	2,990,780	15,817,843	0	620,483	146.0	2

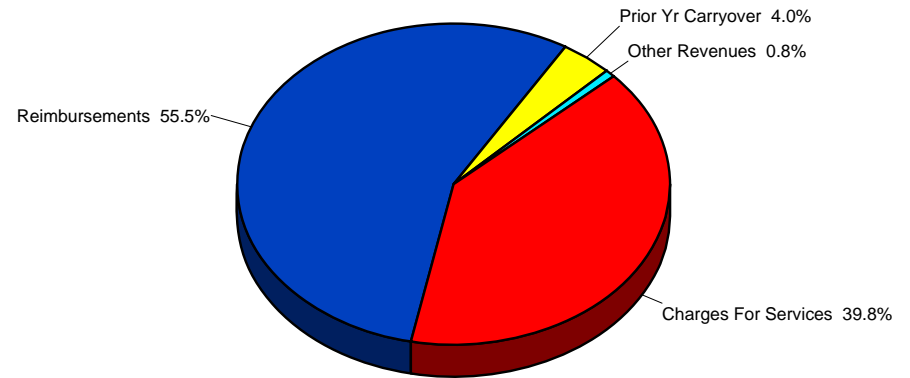
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: SELF-SUPPORTING						
002	<i>Fiscal Agent</i>	644,837	36,874	607,963	0	0	4.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Provides trustee services for bond issues								
Countywide Priority: 4 -- General Government								
Anticipated Results: Fiscal Agent provides investment, paying agent, portfolio accounting, periodic reporting and other services for debt financing. The program reports on 77 debt financings with a total fund exceeding \$1.8 billion while maintaining 97 percent accuracy.								
SELF-SUPPORTING Total:		644,837	36,874	607,963	0	0	4.0	0
FUNDED Total:		20,073,943	3,027,654	16,425,806	0	620,483	150.0	2
Funded Grand Total:		20,073,943	3,027,654	16,425,806	0	620,483	150.0	2

Departmental Structure

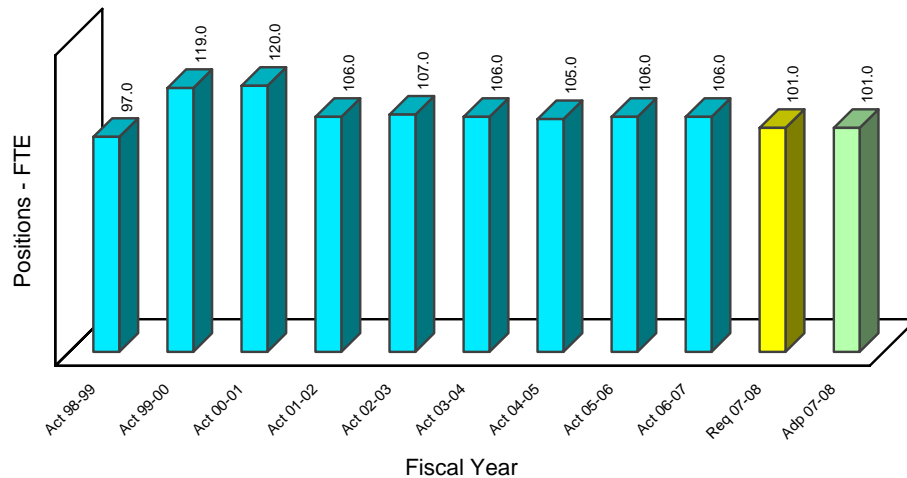
CONNIE AHMED, Director



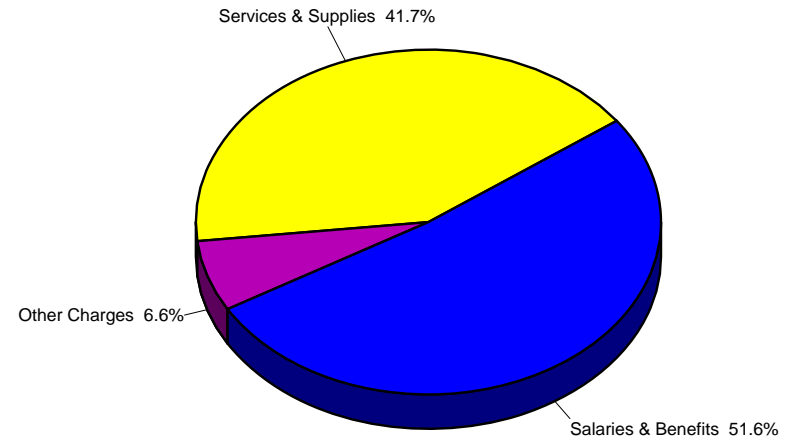
Financing Sources



Staffing Trend



Financing Uses



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

UNIT: 6110000 Department Of Revenue Recovery
 DEPARTMENT HEAD: CONNIE AHMED

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR: 2007-08

CLASSIFICATION
 FUNCTION: GENERAL
 ACTIVITY: Other General
 FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	5,770,826	6,504,253	7,040,661	7,299,701	7,249,868
Services & Supplies	3,526,087	3,967,959	3,809,775	4,594,144	4,590,682
Other Charges	49,250	145,136	204,244	933,341	933,341
Intrafund Charges	948,381	943,813	1,154,258	1,273,574	1,273,574
SUBTOTAL	10,294,544	11,561,161	12,208,938	14,100,760	14,047,465
Interfund Reimb	-9,430	-9,274	-2,409	-4,676	-4,676
Intrafund Reimb	-5,634,534	-6,367,946	-8,089,732	-7,790,048	-7,790,048
NET TOTAL	4,650,580	5,183,941	4,116,797	6,306,036	6,252,741
Prior Yr Carryover Revenues	206,380	0	0	555,208	555,208
	4,892,661	6,338,060	4,116,797	5,750,828	5,697,533
NET COST	-448,461	-1,154,119	0	0	0
Positions	106.0	106.0	106.0	101.0	101.0

PROGRAM DESCRIPTION:

The primary responsibility of the Department of Revenue Recovery (DRR) is to collect both current and delinquent accounts receivable in order to maximize the recovery of unpaid receivables. The recovery of revenue aids the programs receiving the funds to maintain public service levels and avoid service fee increases. By using cost-effective collection enforcement techniques, DRR also ensures that taxpayers are not required to bear the added burden of indebtedness that is the legal responsibility of a specific individual. To accomplish this, the department:

- Performs financial evaluations to identify income and assets.
- Determines client’s ability to pay, and adjusts certain types of charges in accordance with laws and regulations.
- Establishes a payment schedule, when appropriate, to aid citizens in repaying amounts owed.

- Creates an account for each debt and uses automated case management processes to monitor payment compliance and financial transactions.
- Sends out monthly bills and other delinquent notices as needed.
- Initiates follow-up procedures when payments are not made using all legal means to enforce collection.

MISSION:

To provide professional collection services in order to assist other county agencies achieve their program objectives by maximizing potential revenues at a lower cost than agencies may achieve through other efforts or through another collection service.

GOALS:

- Increase net profitability for customer departments by 3.0 percent, from \$35.8 million to \$36.8 million.
- Reduce cost to collection ratio from 13.5 percent to 13.0 percent.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Received approval in Fiscal Year 2005-06 to replace its obsolete computer system with a new system known as the Debt Management and Collection System (DMACS). The project experienced delays as a result of staffing issues that resulted in substantial disruption to project development. Most critical were high staff turnover, ineffective project management, and an existing system that was becoming more unstable and unreliable. In an effort to keep escalating costs under control, the DMACS Executive Steering Committee (ESC) determined it to be more cost effective to enter into a fixed price contract to complete the system. The fixed price contract was approved in May 2007. This contract change will enable DRR to better manage project costs, keep the project moving at an accelerated rate, and will implement the system in a phased approach. Initial Phase I conversion to DMACS is expected in late summer of 2008. Phase II and Phase III are anticipated to be completed by December 2008. At this juncture of the project, programming in numerous areas have been completed; i.e. frameworks, foundation for debtor identification, payment posting, and account referrals. The DMACS Team is currently focused on the analysis and programming for the accounting, reporting, and collections portions of the system, in addition to developing a comprehensive data conversion plan.
- In response to the continued high fuel costs and cooling economy and in an effort to minimize the impact those have on projected collections, the Department put considerable effort into redirecting all available resources towards revenue generating activities. After evaluating and updating duty and function statements, more effort was shifted to tasks that would enable the Department to meet and increase collection goals. As a result, overall collections increased approximately \$1.0 million over Fiscal Year 2005-06, from \$41.8 million to \$42.9 million in Fiscal Year 2006-07. This increase also resulted in a slight increase in the net benefit to our customer departments by approximately 1.0 percent.

- Participated in countywide Performance Measure training to align department measures with the County’s performance measures and strategic plan. Department level goals were developed, in addition to unit specific goals. An additional product of the training was the creation of logic models. Developing performance measures and the associated logic models proved beneficial by providing staff a better understanding of the established goals and how the work done at DRR can align with county objectives.

SIGNIFICANT CHANGES FOR 2007-08:

- DRR will need to balance staff time between collection activities to meet budgeted collection goals and the time needed for Debt Management and Collection System testing. User acceptance testing is scheduled to begin in December 2007, requiring a considerable amount of staff hours to test programs as they are completed. Additionally, substantial staff training will be required to prepare operational staff to use the new system. A plan to minimize the impact this testing and training will have on daily operations and collections is being developed.
- The Department is working with the District Attorney’s Office to transfer the billing and collection process of the Bad Check Unit. There is ongoing discussion and planning between departments to transfer program knowledge, develop procedures, and determine the most efficient way to handle data conversion.

STAFFING LEVEL CHANGES 2007-08:

- The following 5.0 positions were eliminated to reduce its average annual savings requirement: 1.0 Account Clerk Level 2; 4.0 Collection Services Agent Level 2

PERFORMANCE MEASURES

OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
1. Increase net benefit to customer departments by 5.0 percent	Net collections returned to department	\$35.0 million	\$36.8 million	\$35.8 million	\$37.5 million
2. Improve net cost ratio by 1.0 percent over previous year	Net cost to collection ratio Number of programs under 20 percent, 21-50 percent, 50-100 percent	11.6%	Under 12.0%	13.5%	12.5%

SUPPLEMENTAL INFORMATION:

	Actual 2005-06 Collections	Adopted Budget 2006-07	Actual 2006-07 Collections	Proposed Budget 2007-08	Adopted Budget 2007-08
GENERAL FUND COLLECTIONS - RETAINED BY D.R.R.:					
Fines Cost Recovery	3,759,958	3,074,147	5,276,332	4,570,656	4,570,656
Restitution Administration Fees	268,933	276,450	258,523	249,663	249,663
Collection Administration Fees	53,069	60,820	40,398	42,981	42,981
Process Service Reimbursement	17,025	15,375	16,022	10,158	10,158
Interest	299,487	290,795	238,436	219,674	219,674
Bad Debt Recovery	1,957	2,000	601	21	21
WorL Project Fees	144,541	115,685	75,561	83,409	83,409
Miscellaneous	(11,351)	7,100	(2,807)	7,771	7,771
Refund Trust	0	0	(213,628)	0	0
UTL Payments	0	0	201	0	0
Reimbursement From Non General Fund Depts.	184,816	275,425	291,384	201,000	201,000
Trust Fund Transfers to Revenue	19,674	0	0	0	0
Prior Year Carryover	206,380	0	0	0	0
Total Revenues Retained by D.R.R.:	4,944,489	4,117,797	5,981,022	5,385,333	5,385,333
MEMO ONLY:					
REIMBURSEMENT OF COSTS FROM DEPARTMENTS:					
Courts - Non Trial Court Funding	2,731,337	3,594,142	3,122,059	3,521,806	3,521,806
Human Assistance	536,529	612,467	732,467	891,672	891,672
EMD - Environmental Health	494	0	1,077	0	0
EMD - Hazardous Materials Division	8,936	0	8,197	0	0
Health & Human Services - Mental Health	4	0	0	0	0
Health & Human Services - Private Pay	10,352	140,523	19,533	11,177	11,177
H. & H. S. - Child Protective Svc., Alcohol/Drug Ctr.	6,636	12,045	13,556	39,548	39,548
Health & Human Services - Medically Indigent	74,262	120,449	58,370	80,271	80,271
H. & H. S. - Amb. Svc., Medical Claims	85	0	12	0	0
Sheriff - Incarceration/Alarms /BooLing Fees	305,504	493,036	304,323	392,996	392,996
D.O.F. - Business License / T.O.T.	317	1,803	909	20,500	20,500
Indigent Defense	68,063	112,419	91,808	127,030	127,030
Public Defender	179,064	146,000	169,841	215,543	215,543
Planning and Community Development	334,668	374,193	345,300	507,419	387,419
Department of Child Support Services	118	1,000	12	500	500
Probation Department	533,223	887,305	636,525	835,325	835,325
Non-Department Revenue (Budget Unit 5701)	501,772	1,593,350	548,352	1,566,261	1,266,261
Total Reimbursement	5,291,363	8,088,732	6,052,341	8,210,048	7,790,048
Total D.R.R. Revenues & Reimbursements:	10,235,852	12,206,529	12,033,363	13,595,381	13,175,381

SUPPLEMENTAL INFORMATION:

	Actual 2005-06 Collections	Adopted Budget 2006-07	Actual 2006-07 Collections	Proposed Budget 2007-08	Adopted Budget 2007-08
GENERAL FUND COLLECTIONS - TRANSFERRED TO OTHER DEPARTMENTS:					
Child Custody Investg. - Courts-NTCF (BU 5028)	438	150	559	0	0
Misc. Filing Fees - Courts-NTCF (BU 5028)	6	0	120	0	0
Fines Administrative Fees - Courts-NTCF (BU 5028)	367,278	405,025	379,143	357,096	357,096
Superior Court Fines (Budget Unit 5701)	330,931	408,883	181,596	203,576	203,576
Superior Court Fines (Budget Unit 5040)	180,501	222,593	99,065	111,074	111,074
Court Accounting Referrals (Budget Unit 5701)	1,793,496	1,919,564	1,819,173	1,697,052	1,697,052
Court Accounting Referrals (Budget Unit 5040)	963,208	1,030,913	976,998	911,412	911,412
Warrant Enforcement Project (Budget Unit 5701)	58,484	44,369	61,479	45,889	45,889
Warrant Enforcement Project (Budget Unit 5040)	31,409	23,829	33,018	24,645	24,645
General Assistance Recovery (Budget Unit 5701)	1,855,317	1,954,755	2,583,677	2,469,806	2,469,806
Mental Health - Health & Human Services	264	100	0	0	0
Miscellaneous - Health & Human Services	76,249	334,705	67,941	78,749	78,749
Medically Indigent - Medical Systems	39,951	72,050	56,228	49,962	49,962
Environmental Mgt. - HazMat Fees	17,296	5,900	16,311	4,407	4,407
Environmental Mgt. - Health Inspect. Fees	2,710	2,200	2,647	269	269
Reimbursement / Public Defender	177,011	218,265	179,601	166,923	166,923
Reimbursement / Indigent Defense	194,492	211,070	175,593	168,534	168,534
Juvenile Care & Maint. - Probation	440,994	488,055	402,137	385,859	385,859
Supervision Fees - Probation	1,387,630	1,538,660	1,272,246	1,240,318	1,240,318
Presentence Report - Probation	209,698	235,190	204,886	185,369	185,369
Diversion Program - Probation	69,560	77,850	85,352	75,142	75,142
Proposition 36 Program Fees	10,779	13,960	10,725	11,726	11,726
Other Fees - Probation	0	0	118,644	54,137	54,137
Incarceration Fees - Sheriff	454,470	552,390	460,322	451,356	451,356
Burlar Alarm Fees - Sheriff	15,914	0	0	0	0
BooLing Fees - Sheriff	842,460	955,940	823,761	779,925	779,925
AFDC -Human Assistance	1,806,372	1,668,270	2,357,141	1,787,874	1,787,874
Food Stamps - Human Assistance	471,973	482,265	647,002	370,227	370,227
Other - Human Assistance	269,767	241,930	581,058	401,137	401,137
Miscellaneous - Other Departments	1,246,617	1,333,015	1,048,803	1,205,928	1,205,928
Total Revenues Transferred to Other Departments:	13,315,279	14,441,894	14,645,225	13,238,391	13,238,391

SUPPLEMENTAL INFORMATION:

	Actual 2005-06 Collections	Adopted Budget 2006-07	Actual 2006-07 Collections	Proposed Budget 2007-08	Adopted Budget 2007-08
<u>OTHER FUND COLLECTIONS - TRANSFERED TO OTHER DEPARTMENTS:</u>					
Fines - Fish & Game Fund (002)	541	600	279	268	268
Damage to County Property - Road Fund (005)	133,158	56,575	52,632	40,889	40,889
Transient Occupancy Tax Fund (015)	45,089	100,000	35,089	50,000	50,000
Sub-Standard Housing Fund (017)	0	0	0	6,881	6,881
Public WorLs Recovery Fund (021)	67,566	74,950	156,064	142,792	142,792
Consol. Utility Bill. - Public WorLs Fund (033)	196,759	120,935	261,155	197,951	197,951
Airports Enterprise Fund (041)	14,241	9,855	2,542	1,486	1,486
Refuse Enterprise Fund (051)	1,122	470	1,210	1,582	1,582
ParLing Enterprise Fund (056)	68	100	1,386	1,551	1,551
Court Reporter / Jury Fees (Fund 073)	0	0	0	240	240
Court Accounting Referrals (Fund 073)	6,642,308	7,109,208	6,737,404	6,285,123	6,285,123
Court Referrals-Civil Assessments (Fund 073)	1,339	850	917	1,055	1,055
Warrant Enforcement Project (Fund 073)	216,600	164,324	227,691	169,951	169,951
Fines - D.A. Hazardous Waste (Fund 073)	5	25	22	44	44
Fines - Crime Lab (Fund 073)	15,132	15,750	7,534	8,375	8,375
Fines - Blood Alcohol Test (Fund 073)	88,401	106,095	49,175	54,498	54,498
Fines - AIDS Education Program (Fund 073)	6,321	7,770	3,166	3,706	3,706
Fines - Alcoholism Center (Fund 073)	84,006	106,040	46,720	51,781	51,781
Fines - Alcohol A.E. & P. Program (Fund 073)	75,489	95,075	42,928	47,650	47,650
Fines - Drug A.E. & P. Program (Fund 073)	32,935	37,730	19,064	21,334	21,334
Fines - G.C. 76104.6-DNA ID Fund	88,656	76,780	161,562	125,415	125,415
Fines - V.C. 23649-Alcohol & Drug Problem	15,976	20,225	9,152	10,208	10,208
Fines - Crime Prevention Fund (073)	809	925	357	368	368
Fines - Fingerprint I.D. Fund (073)	41,364	51,040	23,809	26,464	26,464
Fines - Emergency Medical Fund (073)	166,436	205,420	95,808	106,504	106,504
F.T.A. Warrants - AB 2989 (Fund 073)	521	450	235	280	280
Court Automation Fund (073)	65,942	80,265	40,320	43,661	43,661
Unsecured Property Tax (Fund 085)	0	0	0	413	413
Fines - Court Construction Fund (092)	359,500	208,510	214,162	238,394	238,394
Fines - Jail Construction Fund (093)	208,366	253,215	120,002	133,330	133,330
Total Other Funds Collections:	8,568,651	8,903,181	8,310,385	7,772,194	7,772,194
<u>OTHER COLLECTIONS - TRANSFERRED TO OTHER JURISDICTIONS:</u>					
Court Fines - Other Cities	398,899	454,565	400,629	383,869	383,869
Court Fines - State of California	1,536,020	2,065,050	1,146,597	1,173,245	1,173,245
Court Fines - U.C. Davis	35	25	2	0	0
Court Accounting Referrals	8,809,070	9,428,275	8,935,187	8,335,368	8,335,368
Warrant Enforcement Project	287,257	217,928	301,966	225,390	225,390
Collections - School Districts	122	50	17	22	22
Total Other Collections:	11,031,402	12,165,893	10,784,398	10,117,894	10,117,894
<u>RESTITUTION:</u>					
Paid to Victims & State Fund	3,594,447	4,142,275	3,440,128	3,368,409	3,368,409
TOTAL COLLECTIONS:	41,454,268	43,771,040	43,161,158	39,882,221	39,882,221

2007-08 PROGRAM INFORMATION

Budget Unit: 6110000 Revenue Recovery

Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED

Program Type: MANDATED-FLEXIBLE

001-A Revenue Recovery	14,047,465	7,794,724	5,697,533	555,208	0	101.0	1
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Centralized revenue collection and distribution</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Maximum recovery of revenue, at or below private agency rates, in order to maintain funding for various entities, so citizens do not bear the burden of other's debts. Net cost to collection ratio under 15.0%, recovery rate over 40.0%, write-offs under 5.0%.</p>							

MANDATED-FLEXIBLE Total:	14,047,465	7,794,724	5,697,533	555,208	0	101.0	1
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FUNDED Total:	14,047,465	7,794,724	5,697,533	555,208	0	101.0	1
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Funded Grand Total:	14,047,465	7,794,724	5,697,533	555,208	0	101.0	1
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COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)

UNIT: 6010000 Employment Records & Training

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR: 2007-08

CLASSIFICATION
 FUNCTION: GENERAL
 ACTIVITY: Personnel
 FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	3,679,237	3	0	0	0
Services & Supplies	1,037,365	200	0	0	0
Intrafund Charges	559,151	0	0	0	0
SUBTOTAL	5,275,753	203	0	0	0
Intrafund Reimb	-230,095	0	0	0	0
NET TOTAL	5,045,658	203	0	0	0
Prior Yr Carryover	322,141	0	0	0	0
Revenues	2,034,164	0	0	0	0
NET COST	2,689,353	203	0	0	0
Positions	44.7	0.0	0.0	0.0	0.0

PROGRAM DESCRIPTION:

- Effective April 27, 2006, per an ordinance adopted by the Board of Supervisors, this Department was consolidated with the Department of Employment Services and Risk Management into the new Personnel Services Department (see Budget Unit 6050000).

FOR INFORMATION ONLY

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

UNIT: 6030000 Employment Services & Risk Management

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Personnel
FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	8,648,956	3	0	0	0
Services & Supplies	2,643,636	-5,888	0	0	0
Intrafund Charges	687,181	0	0	0	0
SUBTOTAL	11,979,773	-5,885	0	0	0
Interfund Reimb	-18,673	0	0	0	0
Intrafund Reimb	-1,633,454	0	0	0	0
NET TOTAL	10,327,646	-5,885	0	0	0
Prior Yr Carryover	1,050,843	0	0	0	0
Revenues	7,016,774	0	0	0	0
NET COST	2,260,029	-5,885	0	0	0
Positions	113.0	0.0	0.0	0.0	0.0

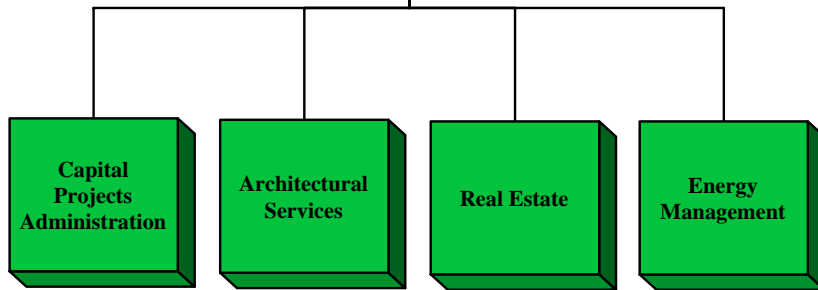
PROGRAM DESCRIPTION:

- Effective April 27, 2006, per an ordinance adopted by the Board of Supervisors, this Department was consolidated with the Department of Employment Records and Training into the new Personnel Services Department (see Budget Unit 6050000).

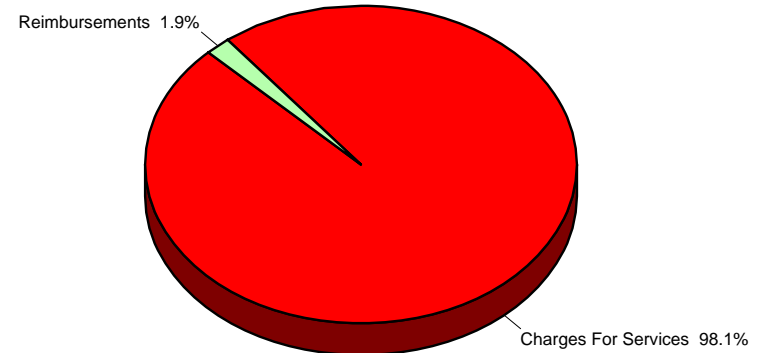
FOR INFORMATION ONLY

Departmental Structure

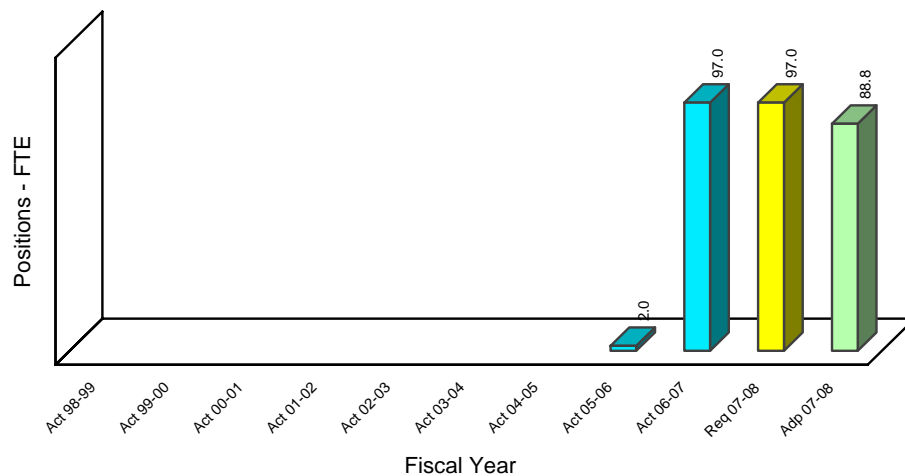
CARL W. MOSHER, Director



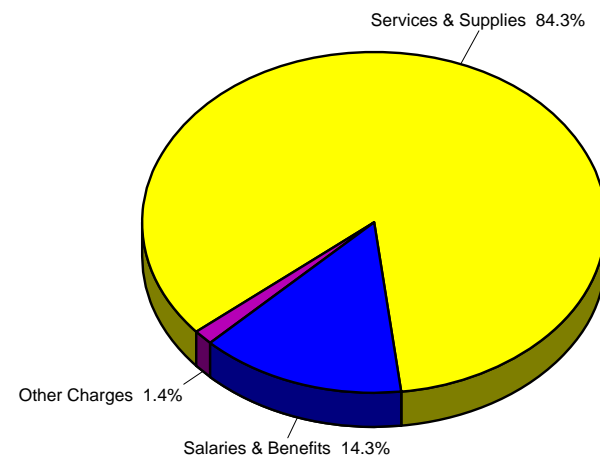
Financing Sources



Staffing Trend



Financing Uses



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

FUND: FACILITY PLANNING & MGMT
032A

ACTIVITY: Property Management
UNIT: 7900000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	0	63,771,611	65,651,210	69,026,654	68,726,654
Total Operating Rev	0	63,771,611	65,651,210	69,026,654	68,726,654
Salaries/Benefits	0	8,287,094	9,252,075	10,005,358	10,004,136
Service & Supplies	0	53,590,751	55,327,358	58,013,892	57,715,114
Other Charges	0	670,581	853,145	897,157	897,157
Depreciation/Amort	0	9,471	218,632	9,500	9,500
Intrafund Chgs/Reimb	0	-15,953	0	0	0
Total Operating Exp	0	62,541,944	65,651,210	68,925,907	68,625,907
Other Revenues	0	30	0	0	0
Total Nonoperating Rev	0	30	0	0	0
Interest Expense	0	3,075	0	12,751	12,751
Debt Retirement	0	144,677	0	87,996	87,996
Improvements	0	-1,319	0	0	0
Total Nonoperating Exp	0	146,433	0	100,747	100,747
Net Income (Loss)	0	1,083,264	0	0	0
Positions	2.0	97.0	97.0	97.0	88.8

PROGRAM DESCRIPTION:

The Board of Supervisors created the Department of Facility Planning, Architecture and Real Estate in the Internal Services Agency to manage all phases of county facilities construction and real estate services. The department provides full spectrum management of capital projects, from inception, through financing, design and construction.

The Department of Facility Planning, Architecture and Real Estate divisions include:

- **Administration:** Provides for the management and administration of the Department.
- **Architectural Services Division (ASD):** Provides services for county-owned 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; and the Job Order Contracting (JOC) Program.
- **Facility Planning and Management Division:** Provides for the administration of facility planning for county-owned and leased facilities. The division manages the Capital Construction Fund which provides funding for construction and remodeling of county-owned facilities. The division also includes the Energy Management program which coordinates energy related issues, seeks ways to reduce energy usage and promote use of alternative fuels and analyzes energy savings resulting from conservation or other methods. Additionally, Computer Aided Facility Management and Master Planning (for county-owned facilities) are managed by the division.
- **Real Estate Division:** Negotiates the purchase of real estate property interests required for projects of the Municipal Services Agency, Department of Regional Parks, other county agencies, and special districts. The division also manages county-owned property, sells surplus real estate, provides property management services, and negotiates and manages leases in support of the County Facility Management program.

MISSION:

- To provide high quality capital projects and real property services, from inception to completion, to county agencies and departments in support of their missions.

GOAL:

- To provide leased and county-owned facilities to county departments in order to maximize county and department resources by working in partnership with those departments in obtaining safe, functional, and sustainable facilities for the best value, in a timely manner, while complying with all regulatory requirements.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Continued with the year-round energy conservation program adopted by the Board of Supervisors resulting in an annual reduction of energy costs of about \$1.0 million.
- Registered for membership of the California Climate Action Registry, International Council for Local Environmental Initiatives and the Chicago Climate Exchange to address global warming and greenhouse gas issues.
- Continued major projects requiring design support including the development of the 34 acre site on Bradshaw Road to include:
 - 27 acres for Sacramento Regional County Sanitation District and the County Sanitation District No. 1 office building and corporation yard
 - 7 acres for the new Animal Care Facility
- Increased service to county tenants in leased facilities by increasing the number of completed maintenance and service requests by 161.0 percent over Fiscal Year 2005-06.
- Rebated \$750,000 to departments in county-owned facilities due to reduced utility consumption.
- Reduced the utilities portion of the Facility Use Allocation in the Fiscal Year 2007-08 Allocated Cost Package (ACP) by over \$600,000 in recognition of lower utility usage.

SIGNIFICANT CHANGES FOR 2007-08:

- Lead the process to develop countywide greenhouse gas or climate change policies.
- Manage new and ongoing design projects including:
 - Energy Conservation Retrofit Projects
 - Construction of the Environmental Management Department building
- Acquire 135 properties including the purchase of the entire parcel of over 40 properties in support of the Department of Transportation's Hazel Avenue Widening Project.
- Reduce the utilities portion of the Facility Use Allocation in the ACP by \$300,000 to assist with the 11 Point Budget Reduction Plan.

STAFFING LEVEL CHANGES FOR 2007-08:

- Administrative additions, deletions and/or reclassifications resulting in a net zero change in positions consist of the following:

Added Positions:

Administrative Services Officer 2	1.0
Associate Engineer Architect (0.2)	0.2
Associate Engineer Architect (0.8)	0.8
Associate Real Estate Agent (0.3)	0.3
Associate Real Estate Agent (0.7)	0.7
Assistant Mechanical Engineer	<u>1.0</u>
Total	4.0

Deleted Positions:

Administrative Services Officer 2 (0.8)	0.8
Administrative Services Officer 2 (0.2)	0.2
Associate Engineer Architect	1.0
Associate Real Estate Agent	1.0
Assistant Mechanical Engineer (0.5)	<u>1.0</u>
Total	4.0

- Added 1.0 Limited Term Unfunded Facilities Manager position for the Facility Planning and Management Division to backfill vacancies created by appointment of an acting division chief and to temporarily bridge the time to complete a class study.
- The following 2.0 positions are reallocated in the Architectural Services Division: 1.0 Chief Division Building Design to 1.0 Chief of Architectural Services Division to appropriately retitle the position as recommended by a class study and approved by the Civil Service Commission on January 5, 2007; and 1.0 Principal Engineering Technician to 1.0 Building Project Coordinator to provide project management support to the Real Estate Division.
- The following 1.0 position is reallocated 1.0 Account Clerk 3 position to 1.0 Senior Office Specialist position to more closely meet the duties and requirements of the position.
- The following 8.2 positions were unfunded as a result of the 11 Point Plan: 1.0 Associate Engineer Architect, 1.0 Assistant Mechanical Engineer 2, 2.0 Engineering Aides, 1.0 Engineering Technician 2, 0.2 Office Specialist 2, 1.0 Principal Engineering Technician, 1.0 Senior Engineering Technician, and 1.0 Supervising Engineering Technician.

PERFORMANCE MEASURES:

OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
1. Reduce energy consumption in County Facilities	Reduce energy consumption in County Facilities by 4.0 percent in 2006-07 below baseline of a 1998 through 2001 average and 4.25 percent in 2007-08	--	4.0 %	--	4.25%
2. Reduce Greenhouse gas emissions for County Facilities and the County Fleet	Reduce Greenhouse gas (Carbon Dioxide, CO2) emissions by 4.0 percent in 2006-07 below baseline of a 1998 through 2001 average and 4.25 percent in 2007-08	--	4.0%	--	4.25%

2007-08 PROGRAM INFORMATION

Budget Unit: 7900000 Facility Planning, Architecture & Real Estate Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: SELF-SUPPORTING						
001	Energy Management	9,480,787	0	9,480,787	0	0	1.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Coordinates energy related issues</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Utilize energy in an efficient manner. Use Municipal Leases to implement ten projects improving energy efficiency. Municipal Leases will be repaid with energy savings achieved resulting in no cost increase.</p>								
002-A	Real Estate	4,619,770	0	4,619,770	0	0	32.0	6
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Appraisal, acquisition, relocations & admin/fiscal support</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Appraise, purchase, and sell real estate as needed for County business. Implement Service Level Agreements with customers establishing service standards. Meet with each customer once every year.</p>								
002-B	Real Estate-Lease Costs	46,605,500	478,400	46,127,100	0	0	0.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Reflects lease costs for those county depts in leased facilities</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Appropriate leased facilities are available for County organizations. Implement Service Level Agreements with customers establishing service standards. Meet with each customer once every year.</p>								
003	Architectural Services	7,210,395	258,000	6,952,395	0	0	44.8	9
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Architectural & engineering design services for County construction, alterations & improvements</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Quality architectural and engineering services that translate community needs into functional, economical and aesthetically pleasing facilities with 70.0% of the projects coming within 15.0% of the overall average cost estimates.</p>								

<i>Program Number and Title</i>	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED	Program Type: SELF-SUPPORTING						
004 <i>Facility Planning and Management</i>	1,831,081	368,931	1,462,150	0	0	9.0	1
Strategic Objective: IS -- Internal Services							
Program Description: Facility planning for countyowned & leased facilities							
Countywide Priority: 5 -- Prevention/Intervention Programs							
Anticipated Results: Provide proactive long-range facility management planning							
005 <i>Administration</i>	337,806	253,354	84,452	0	0	2.0	0
Strategic Objective: IS -- Internal Services							
Program Description: Plans, directs & controls activities of the department							
Countywide Priority: 4 -- General Government							
Anticipated Results: Provide administratives support to the department							
SELF-SUPPORTING Total:	70,085,339	1,358,685	68,726,654	0	0	88.8	16
FUNDED Total:	70,085,339	1,358,685	68,726,654	0	0	88.8	16
Funded Grand Total:	70,085,339	1,358,685	68,726,654	0	0	88.8	16

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

UNIT: 5110000 Financing-Transfers/Reimbursement

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Finance
FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Interfund Charges	1,572,770	4,208,166	4,208,166	5,147,501	4,598,792
SUBTOTAL	1,572,770	4,208,166	4,208,166	5,147,501	4,598,792
Interfund Reimb	0	-450,000	0	0	0
NET TOTAL	1,572,770	3,758,166	4,208,166	5,147,501	4,598,792
Revenues	0	0	0	0	0
NET COST	1,572,770	3,758,166	4,208,166	5,147,501	4,598,792

PROGRAM DESCRIPTION:

- This budget unit accounts for transfers from the General Fund to other county funds.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Transferred \$549,101 to the Economic Development Department and \$1,308,750 to the Economic Development Special Projects Fund to finance economic development activities and projects.
- Transferred \$2,350,315 to the Tobacco Litigation Settlement Fund to backfill the reallocation of deallocated revenues.

SIGNIFICANT CHANGES FOR 2007-08:

- Transfer of \$546,817 to the Economic Development Department for support of general economic development activities which cannot be included in the Mather and McClellan reuse projects.
- Transfer of \$464,615 to the Economic Development Special Projects Fund to finance Economic Development Programs promoting job attraction, retention, and expansion.

- Transfer of \$3,587,360 to the Tobacco Litigation Settlement Fund to backfill the reallocation of deallocated revenues for Fiscal Year 2007-08.

APPROVED BY BOARD OF SUPERVISORS DURING FINAL BUDGET HEARINGS:

- Reduction of \$548,709 in transfer to Economic Development Special Projects Fund due to the Board of Supervisors allocating additional appropriations to various countywide departments during Final Budget Hearings.

2007-08 PROGRAM INFORMATION

Budget Unit: 5110000 Financing-Transfers/Reimbursements Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
001	<i>Transfer to Economic Development Department</i>	546,817	0	0	0	546,817	0.0	0
	Strategic Objective: EG2- Economic Growth							
	Program Description: General Fund support for Economic Development activities which cannot be included in the Mather and McClellan reuse projects.							
	Countywide Priority: 3 -- Sustainable and Livable Communities							
	Anticipated Results: Transfer for Economic Development activities.							
002	<i>Economic Development Fund</i>	1,013,324	0	0	0	1,013,324	0.0	0
	Strategic Objective: EG1- Economic Growth							
	Program Description: Financing for Economic Development Programs							
	Countywide Priority: 3 -- Sustainable and Livable Communities							
	Anticipated Results: Job Attraction, Retention and Expansion							
003	<i>Tobacco Litigation Settlement Fund</i>	3,587,360	0	0	0	3,587,360	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: General Fund backfill of the reallocation of deallocated revenues							
	Countywide Priority: 3 -- Sustainable and Livable Communities							
	Anticipated Results: Transfer to backfill the reallocation of deallocated revenues.							
DISCRETIONARY Total:		5,147,501	0	0	0	5,147,501	0.0	0
FUNDED Total:		5,147,501	0	0	0	5,147,501	0.0	0

<i>Program Number and Title</i>	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
BOS APPROVED DURING FINAL BUDGET HEARINGS		Program Type: DISCRETIONARY					
AR 002 <i>Economic Development Fund</i>	-548,709	0	0	0	-548,709	0.0	0
Strategic Objective: IS -- Internal Services Program Description: Financing for Economic Development Programs Countywide Priority: 3 -- Sustainable and Livable Communities Anticipated Results: Less funding for Economic Development Programs							
DISCRETIONARY Total:		-548,709	0	0	-548,709	0.0	0
BOS APPROVED DURING FINAL BUDGET HEARINGS Total:		-548,709	0	0	-548,709	0.0	0
Funded Grand Total:		4,598,792	0	0	4,598,792	0.0	0

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

UNIT: Fixed Asset Revolving
9277000

FUND: FIXED ASSET REVOLVING
277A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	4,290,802	7,861,847	12,000,000	15,125,878	15,125,878
Land	0	0	2,000,000	2,000,000	2,000,000
Improvements	10,365,560	0	0	0	0
Equipment	20,483,000	27,500,000	48,598,350	44,846,317	44,846,317
Interfund Charges	11,343,171	8,623,960	15,384,815	15,287,750	15,287,750
Total Finance Uses	46,482,533	43,985,807	77,983,165	77,259,945	77,259,945
Means of Financing					
Fund Balance	-536,353	0	0	125,878	125,878
Other Revenues	47,026,991	44,119,570	77,983,165	77,134,067	77,134,067
Total Financing	46,490,638	44,119,570	77,983,165	77,259,945	77,259,945

PROGRAM DESCRIPTION:

- This budget unit provides for transfer of funds, as necessary, to the 1990 Fixed Asset Debt Service Fund (see Budget Unit 9278000) for payment of debt service and other costs of the program. Since completion of the drawdown of proceeds from the initial borrowing, this budget unit has provided funds for continuing acquisition of fixed assets and will provide funds throughout the life of the program.

SUPPLEMENTAL INFORMATION:

- Interest earnings on the borrowed funds will be transferred from the Interagency Procurement Fund (see Budget Unit 9030000) to cover all associated debt service costs.
- For Fiscal Year 2007-08, the following large expenditures are anticipated: vehicles for General Services; computer equipment and software upgrade for Department of Health and Human Services - Child Protective Services; tenant

improvement at the new Senior and Adult Services Center, Department of Health and Human Services.

- Financing for the Fiscal Year 2007-08 appropriation is estimated to be \$77,259,945 provided from payments transferred from the Interagency Procurement Fund, and from reimbursements by departments/entities that previously financed their fixed asset acquisitions through the Fixed Asset Financing Program.

FUND BALANCE CHANGES FOR 2007-08:

- The significant increase in the fund balance of \$125,878 from the prior year is associated with the timing of processing the accounting transaction of transferring funds from the Interagency Procurement Fund (see Budget Unit 9030000) to this fund.

2007-08 PROGRAM INFORMATION

Budget Unit: 9277000 Fixed Asset - Revolving Fund Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED	Program Type: DISCRETIONARY						

001	Fixed Asset Financing Program	77,259,945	0	77,134,067	125,878	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Provides fund for continuous acquisition of fixed assets								
Countywide Priority: 4 -- General Government								
Anticipated Results: Provides financing to county departments and other agencies for the acquisition of fixed assets.								

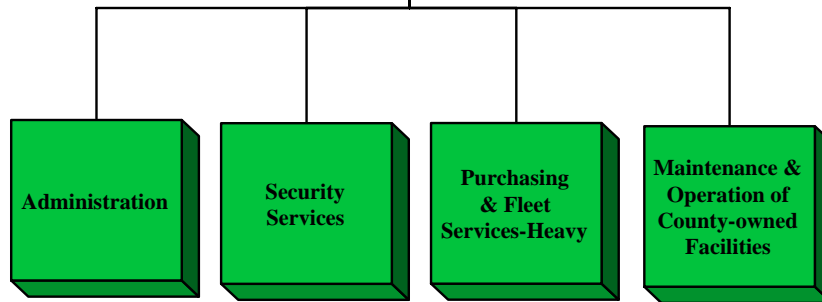
DISCRETIONARY Total: 77,259,945 0 77,134,067 125,878 0 0.0 0

FUNDED Total:	77,259,945	0	77,134,067	125,878	0	0.0	0
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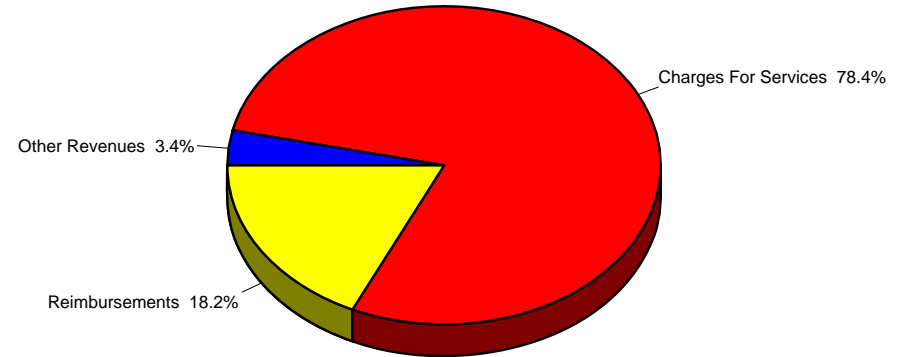
Funded Grand Total: 77,259,945 0 77,134,067 125,878 0 0.0 0

Departmental Structure

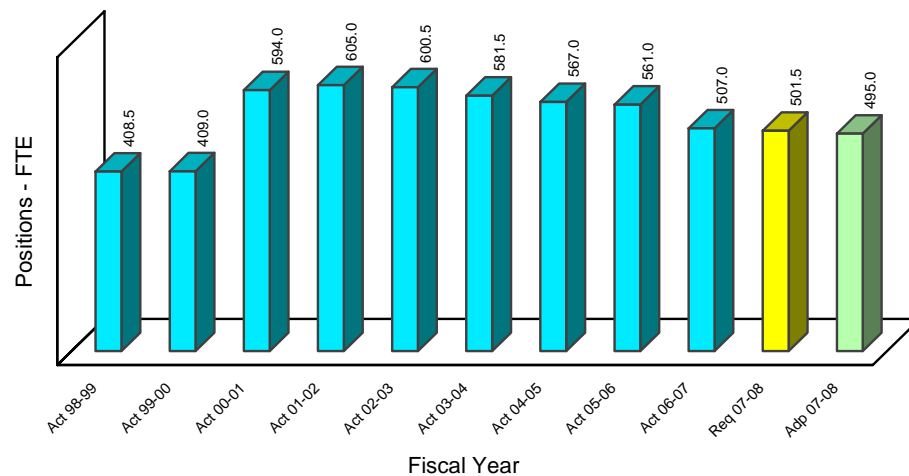
MICHAEL MORSE, Director



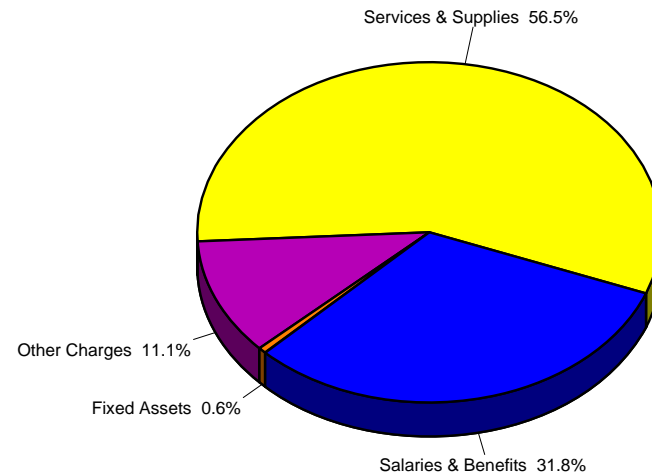
Financing Sources



Staffing Trend



Financing Uses



COUNTY OF SACRAMENTO
 STATE OF CALIFORNIA
 County Budget Act (1985)
 SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2007-08

FUND: General Services
 035A

ACTIVITY: Summary
 UNIT: 7000000/2070000

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
OPERATING INCOME					
Charges for Services	140,870,057	84,552,247	100,899,568	108,699,743	107,616,343
Other Income	913	475	0	0	0
TOTAL	140,870,970	84,552,722	100,899,568	108,699,743	107,616,343
OPERATING EXPENSES					
Salaries/Benefits	40,726,897	39,095,689	41,362,463	43,993,727	43,789,642
Services & Supplies	84,491,564	30,399,674	41,859,355	46,533,022	45,799,627
Other Charges	1,413,150	1,114,486	2,005,965	1,604,656	1,604,656
Depreciation/Amort	8,313,183	9,273,040	9,233,240	10,910,100	10,910,100
Interfund Chgs/Reimb	0	0	0	0	0
Intrafund Chgs/Reimb	299	-948	0	0	0
Costs of Goods Sold	5,129,373	5,240,774	6,776,000	7,282,934	7,137,014
Total Operating Expenses	140,074,466	85,122,715	101,237,023	110,324,439	109,241,039
Net Operating Income(Loss)	796,504	-569,993	-337,455	-1,624,696	-1,624,696
NONOPERATING INCOME (EXPENSES)					
Aid-Govt Agencies	0	3,892	0	0	0
Interest Income	796	104	0	0	0
Interest Expense	-997,017	-1,154,385	-860,000	-1,079,000	-1,079,000
Debt Retirement	-526,483	-1,658,545	-1,518,545	-1,685,919	-1,685,919
Loss/Disposition-Asset	-56,869	-64,699	-30,000	-30,000	-30,000
Equipment	-443,293	-275,040	-664,000	-774,000	-774,000
Gain/Loss of Sale	279,372	1,124,471	0	500,000	500,000
Income - Other	4,008,210	3,681,143	3,410,000	4,193,615	4,193,615
Total Net Nonoperating Income (Loss)	2,264,716	1,656,941	337,455	1,124,696	1,124,696
NET INCOME (LOSS)	3,061,220	1,086,948	0	-500,000	-500,000
Memo Only:					
CAPITAL REPLACEMENT AND ACQUISITION					
Miscellaneous Revenues	-1,299,428	-2,041,652	-5,381,600	-2,283,000	-2,283,000
Other Equipment	5,482,630	1,783,522	4,228,600	10,730,000	10,730,000
Other Expenses	45,024	3,288	3,530,000	30,000	30,000
TOTAL	4,228,226	-254,842	2,377,000	8,477,000	8,477,000
Positions	561.0	507.0	506.0	501.5	495.0

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. Centralizing 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 service groups:
 - **Administrative and Business Services:** Provides administrative services to the Department and to the Department of Facility Planning, Architecture and Real Estate and support services to all county agencies and departments:
 - Administrative Services provided include accounting, budget and analysis, information technology, and environmental services.
 - The Contract and Purchasing Services Division provides centralized procurement services and coordinates the procurement card program.
 - The Support Services Division provides printing, U.S. mail, inter-office messenger, stores, document scanning, records management, warehousing and surplus property/recycling services.
 - **Facility Services:** Provides facility maintenance and security functions to county agencies and departments.
 - Three regional maintenance districts, Airport, Bradshaw, and Downtown, provide for the total maintenance and operation needs of all county-owned facilities including minor remodeling and repair work. Services are provided by skilled carpenters, painters, plumbers, electricians, stationary engineers, building maintenance workers, and custodial staff.
 - Security Services provides an unarmed, observe and report security presence for county-owned and some leased facilities.
 - **Fleet Services:** The Fleet Services Division purchases, rents and maintains light and heavy equipment and manages the Parking Enterprise.
 - 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 Parking Enterprise provides parking services to the public, county employees, and other governmental agencies.

MISSION:

To provide high quality internal support services that facilitates the operation of other county agencies and departments in their efforts to provide services to the community.

GOALS:

- To provide efficient and timely operational support to county agencies and departments to ensure safe, functional facilities and equipment.
- To provide prompt and efficient logistical support to county agencies and departments to enable customers to perform their missions.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Developed and implemented a new Home Retention Vehicle Policy.
- Conducted customer satisfaction surveys as part of the formal Customer Relationship Program and Performance Measures initiative.

SIGNIFICANT CHANGES FOR 2007-08:

- Transfer human resources and safety positions to the Department of Personnel Services as part of the County’s plan for reorganization of human resources functions.
- Reduce various allocations in the Allocated Cost Package by over \$1.0 million to assist with the 11 Point Budget Reduction Plan.
- Design and launch a new Intranet site.

SUMMARY OF POSITIONS:

PROGRAM	Internal Services Fund (035)			
	Adopted 2006-07	June 30, 2007	Requested 2007-08	Adopted 2007-08
Airport District	45.0	45.0	45.0	45.0
Bradshaw District	111.0	114.0	119.0	118.0
Contract & Purchasing Svcs	19.0	20.0	20.0	20.0
Downtown District	78.0	79.0	79.0	79.0
Fleet Services - Heavy	107.0	107.0	106.5	105.5
Fleet Services - Light	39.0	39.0	39.0	39.0
Office of the Director	34.0	32.0	23.0	21.5
Security Services	38.0	36.0	36.0	36.0
Support Services	35.0	35.0	34.0	31.0
Total	506.0	507.0	501.5	495.0

SUPPLEMENTAL INFORMATION:

The following tables detail the capital outlay for additional and replacement heavy equipment and the additional light equipment approved for Fiscal Year 2007-08.

**SUMMARY OF CAPITAL OUTLAY
Heavy Equipment**

Class	Class Description	Approved Number	Approved Amount
158	Bus, 20-40 Passenger	3	\$375,000
159	Bus, 40 + Passenger	2	300,000
160	1 ½ Ton Utility	3	485,000
161	Stencil/Sign Wash Truck	3	450,000
164	1 ½ Ton Service Truck	2	240,000
165	1 ½ Ton Truck w/Dump/Hoist	2	300,000
167	3 Ton Truck w/Dump/Hoist	1	150,000
171	5-6 CU Yard 2-axle	2	180,000
173	3-4 Yd w/emulsion tank	6	810,000
176	8-10 cu yard 3-axle	5	500,000
181	¾ or 1 Ton w/Spray	2	250,000
184	Line Striping, 1 ½ Ton	2	450,000
186	Truck - Refrigerated	1	110,000
196	Distributor, over 2000 gal	1	220,000
210	Trailer, Single axle	9	90,000
213	Trailer, other	2	36,000
215	Trailer, Tank Testing	1	18,000
218	Trailer, Tilt-type	1	30,000
221	Trailer, Utility 4 wheel	1	51,000
222	Trailer, 2 Horse	1	25,000
223	Trailer, Liquid Testing	1	25,000
224	Trailer, Utility	3	50,000
234	Trailer, Low Bed	1	32,000
292	Step Van	5	600,000
293	CCTV Van	9	2,015,000
315	Leaf Loader	1	40,000
345	Rodder, Sewer Cleaning	4	500,000
366	Compressor, 150-185 cfm	4	120,000
384	10,000 lb Forklift	2	78,000
385	Electric Forklift	1	125,000
388	Aerial Lift	1	30,000
392	One Tone Truck w/aerial lift	1	95,000

395	Aerial device enclosed body	4	465,000
474	Slope Mower w/broom	4	355,000
484	Air Injector Patcher	1	75,000
775	Pressure Cleaner Vac, 2-axle	1	250,000
776	Pressure Cleaner Vac 3-axle	1	250,000
778	Road Sweeper	1	180,000
880	Skid Steer Loader w/Trailer	1	55,000
886	Hydraulic Excavator	2	200,000
891	Excavator, 129 HP	1	120,000
Total		99	\$10,730,000

ADDITIONAL VEHICLES

Class and Description	AGENCY				Class Total
	Countywide Services	Municipal Services	Internal Services	Other*	
102-Mini-car	0	1	0	0	1
110-Compact Sedan	1	4	0	5	10
118-Station Wagon-Mid Size	0	1	0	0	1
124-Undercover Car	0	0	0	4	4
131-½ Ton Truck	0	1	0	0	1
134-1 Ton Truck	0	0	1	0	1
137-¾ Ton Truck Special	0	0	2	0	2
140-¾ Ton Truck 4 X 4	0	1	0	0	1
142-Special Body	0	6	0	0	6
153-1 Ton Van	0	0	2	0	2
Total	1	14	5	9	29
Purchase Cost	\$25,000	\$528,400	\$81,719	\$231,000	\$866,119
Annual Cost	3,120	92,508	35,900	56,323	187,851
Total	\$28,120	\$620,908	\$117,619	\$287,323	\$1,053,970

*Includes 7 vehicles for the District Attorney, 1 vehicle for the Assessor, and 1 vehicle for the Sheriff's Department.

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 and reflects the vehicle classes, and the one-time acquisition and annual operating costs. This information is provided by the requesting agency.

PERFORMANCE MEASURES:

OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
1. 2.0 percent increase in customer satisfaction with operational support.	To improve overall customer satisfaction with General Services operational support by 2.0 percent from a 73.7 percent positive response of "good" or excellent toward a target of 90.0 percent.	--	--	73.7%	75.0%
2. 2.0 percent increase in customer satisfaction with logistical support.	To improve overall customer satisfaction with General Services logistical support by 2.0 percent, from a 84.3 percent positive response of "good" or "excellent" toward a target of 90.0 percent.	--	--	84.3%	86.0%
3. 70.0 percent of division performance measure targets are achieved.	To provide the leadership and strategic management necessary to accomplish the General Services mission efficiently and effectively by achieving at least 70.0 percent of all performance measure targets.	--	--	--	70.0%

2007-08 PROGRAM INFORMATION

Budget Unit: 7000000 General Services

Agency: Internal Services

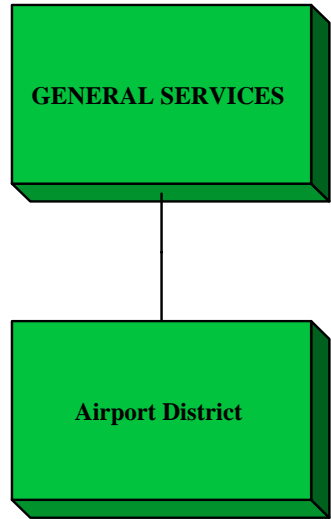
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: SELF-SUPPORTING						
001-A	<i>Dept. Administration</i>	4,724,300	3,777,653	946,647	0	0	21.5	1
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Plans, directs & controls activities for the dept.</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Provide administrative support to the department. Begin department provision of desktop support for information technology services. Requests will be answered, or receive an initial response within 24 hours.</p>								
001-B	<i>Special Projects - HR Mgr 2</i>	148,193	0	148,193	0	0	0.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Human Resources Manager 2 assigned to the CEO for Performance Measures and special projects.</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: This position will ensure that the County's Strategic Objectives are implemented and performance measures and targets are achieved.</p>								
002-A	<i>GS-Bradshaw District</i>	16,705,556	717,879	15,987,677	0	0	113.0	60
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Operates/maintains all County-owned buildings outside Dwntwn area</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Maintain County facilities. Complete 70% of critical preventive maintenance activities with lower staffing due to budget reductions. Implement pilot Service Level Agreements to establish service standards. Meet with each customer once every year.</p>								
002-B	<i>GS-Downtown District</i>	11,893,676	532,106	10,861,570	0	500,000	79.0	11
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Operates/maintains all County-owned buildings inside Dwntwn area</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Maintain County facilities. Complete 70% of critical preventive maintenance activities with lower staffing due to budget reductions. Implement pilot Service Level Agreements to establish service standards. Meet with each customer once every year.</p>								

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: SELF-SUPPORTING						
003	Security	3,462,768	541,544	2,921,224	0	0	36.0	3
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Provides security services for County-owned buildings						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Provide for safety of County facilities and their occupants. Implement Service Level Agreements with customers establishing customer service standards. Meet annually with each customer.						
005	GS-Airport District	6,138,158	0	6,138,158	0	0	45.0	32
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Provides trades & Stationary Engr services to Airport facilities						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Maintain Airport facilities. Complete 70% of critical preventive maintenance activities with lower staffing due to budget reductions. Implement pilot Service Level Agreements to establish service standards. Meet with each customer once every year.						
007	Central Purchasing	2,502,321	391,234	2,111,087	0	0	20.0	1
	Strategic Objective:	IS -- Internal Services						
	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. Increase use of recycled content products by 10%.						
008	Support Services	13,679,377	1,602,320	12,077,057	0	0	31.0	7
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Printing/stores/mail/messenger/warehouse/surplus property						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Provide timely, cost efficient services such as mail messenger, records management, printing and imaging, and surplus property management. Service activities result in satisfied customers.						
010	Light Fleet Services	36,752,985	10,417,784	26,335,201	0	0	39.0	210
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Maintains County-owned automotive equipment						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Maintain automobiles that are safe and available to use by County organizations. Provide acceptable maintenance and repairs of County-owned light vehicles with lower staffing due to budget reductions.						

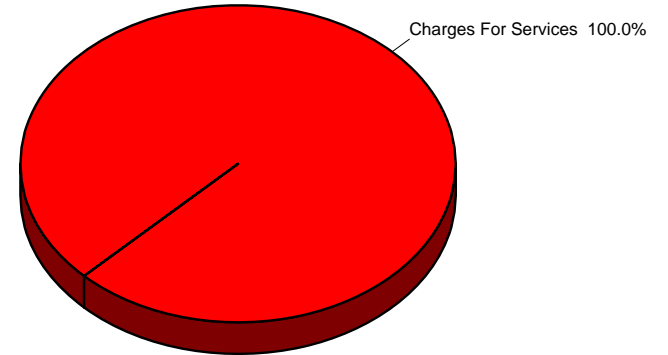
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: SELF-SUPPORTING						
011	<i>Heavy Fleet Services</i>	41,107,775	6,956,780	34,150,995	0	0	105.5	17
Strategic Objective:		IS -- Internal Services						
Program Description:		Operation & maintenance of the heavy equipment rental fleet						
Countywide Priority:		4 -- General Government						
Anticipated Results:		Maintain heavy equipment that is safe and available to use for County organizations. Expand development and implementation of service level agreements establishing customer service standards.						
SELF-SUPPORTING Total:		137,115,109	24,937,300	111,677,809	0	500,000	490.0	342
FUNDED Total:		137,115,109	24,937,300	111,677,809	0	500,000	490.0	342

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
CEO RECOMMENDED ADDITIONAL REQUESTS		Program Type: SELF-SUPPORTING						
<i>AR-001</i>	<i>GS - Bradshaw District</i>	283,148	0	283,148	0	0	2.0	2
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: 2.0 Stationary Engineer positions for mechanical equipment maintenance of the Juvenile Hall Expansion facility.</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: The 2.0 positions and two 3/4 ton trucks (vehicle class 137) are needed to meet the additional requirements of maintaining the mechanical equipment of the approximately 60,000 sq. ft. of additional area added to the Juvenile Hall facility. These costs were included in the FY 07-08 Allocated Cost Package.</p>								
<i>AR-002</i>	<i>GS - Bradshaw District</i>	235,697	0	235,697	0	0	2.0	2
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: 1.0 Electrician and 1.0 Plumber to provide preventative maintenance and repairs at the Voter Registration & Elections/Sheriff office building and the Juvenile Hall Expansion area.</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: The 2.0 positions including one van (vehicle class 153) and one truck (vehicle class 134) are needed to meet the additional requirements of maintaining the plumbing and electrical equipment of the Juvenile Hall expansion, and the office building occupied by the Department of Voter Registration & Elections and the Sheriff Department. These costs were included in the FY 07-08 Allocated Cost Package.</p>								
<i>AR-003</i>	<i>GS - Bradshaw District</i>	113,304	0	113,304	0	0	1.0	1
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: 1.0 Electrician position to support two divisions of the Department of Water Resources.</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: The position and one van (vehicle class 153) will support the Storm Drain Division and Clean Water Division in the Department of Water Resources (DWR). The position will provide electrical support for water wells and drainage stations. This will be fully funded by DWR.</p>								
SELF-SUPPORTING Total:		632,149	0	632,149	0	0	5.0	5
CEO RECOMMENDED ADDITIONAL REQUESTS Total:		632,149	0	632,149	0	0	5.0	5
Funded Grand Total:		137,747,258	24,937,300	112,309,958	0	500,000	495.0	347

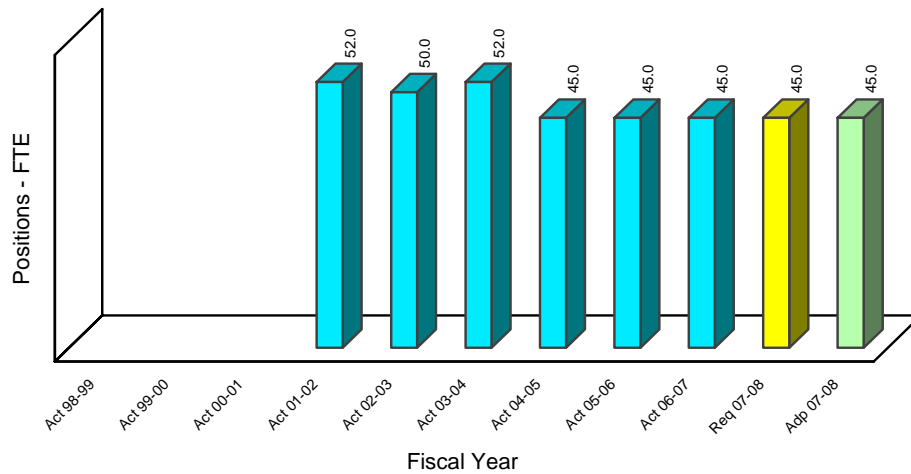
Departmental Structure



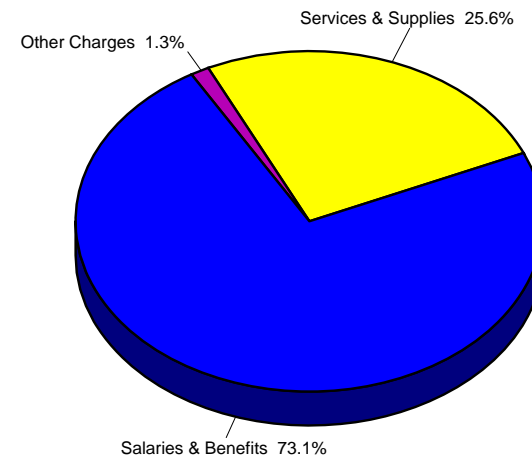
Financing Sources



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: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	5,320,120	5,263,278	5,849,708	6,138,158	6,138,158
Total Operating Rev	5,320,120	5,263,278	5,849,708	6,138,158	6,138,158
Salaries/Benefits	3,713,225	3,758,682	4,243,770	4,489,338	4,489,338
Service & Supplies	686,141	857,870	954,904	1,083,941	1,083,941
Other Charges	67,857	102,067	102,069	79,839	79,839
Intrafund Chgs/Reimb	560,485	454,648	548,965	485,040	485,040
Total Operating Exp	5,027,708	5,173,267	5,849,708	6,138,158	6,138,158
Other Revenues	480	0	0	0	0
Total Nonoperating Rev	480	0	0	0	0
Net Income (Loss)	292,892	90,011	0	0	0
Positions	45.0	45.0	45.0	45.0	45.0

PROGRAM DESCRIPTION:

General Services – Airport District:

- Maintains approximately 2,150,000 square feet of space and encompasses the following airport facilities throughout the County: Sacramento 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:

- To enable our customers to perform their mission in a well maintained and comfortable facility.
- To improve overall customer satisfaction by increasing the level of preventative maintenance service.

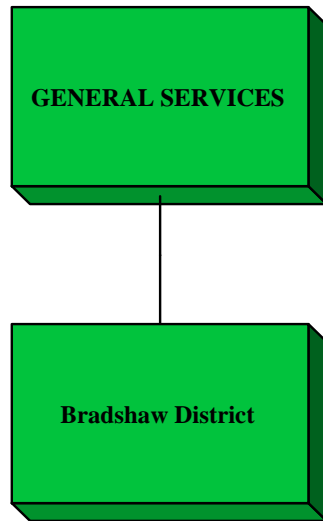
SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Assumed added levels of responsibility to include all sewage equipment, keys, building signage and airline space lighting.
- Replaced Distance Remaining signs on runway 16 R to provide uninterrupted aircraft guidance.
- Established a contract for fire alarm maintenance at International Airport.
- Continued dialog with the Sacramento County Airport System to establish levels of service and staffing to maintain expected quality of service.

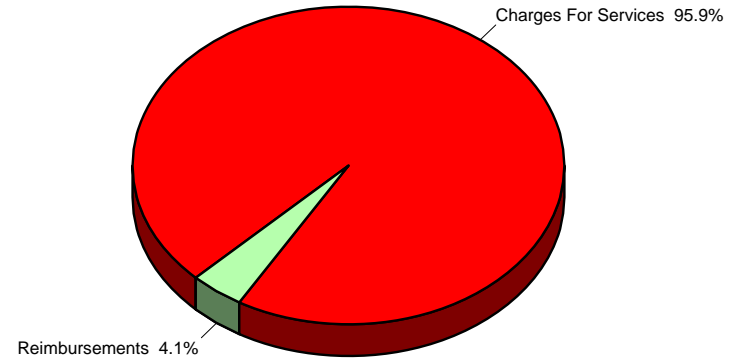
SIGNIFICANT CHANGES FOR 2007-08:

- Approve a Service Level Agreement with County Sanitation District-1 for maintenance of sewage lift stations at International Airport.
- Establish a back-up contract for emergency repairs of sewage equipment.
- Provide support to the Terminal Modernization Program, anticipated to break ground in 2008.
- Renovate hanger deluge system at Mather Airport including diesel powered pumps and fire risers.

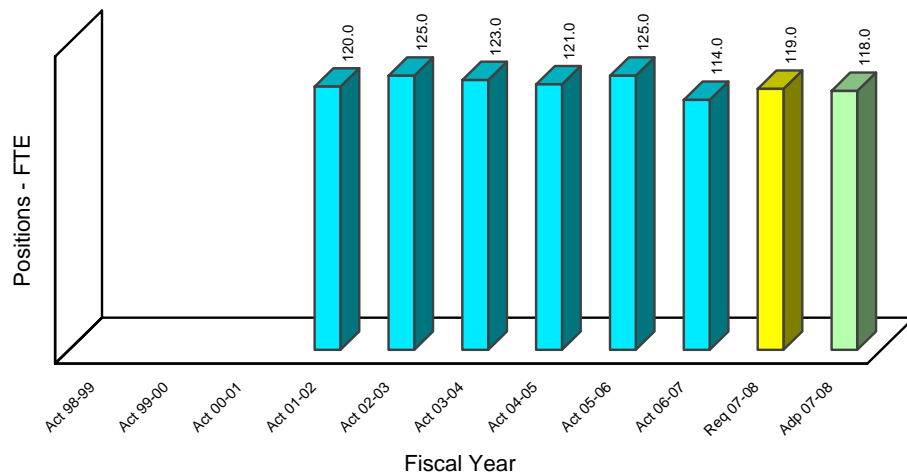
Departmental Structure



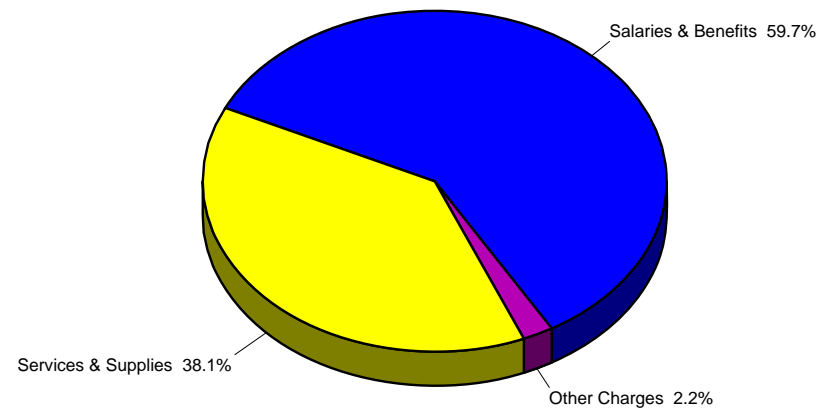
Financing Sources



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: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Use Of Money/Prop	57	44	0	0	0
Charges for Service	14,887,880	14,434,735	15,297,238	16,869,826	16,619,826
Total Operating Rev	14,887,937	14,434,779	15,297,238	16,869,826	16,619,826
Salaries/Benefits	9,170,333	8,870,706	9,169,697	10,409,982	10,350,442
Service & Supplies	3,473,323	3,512,925	4,207,432	4,423,850	4,233,390
Other Charges	301,017	250,394	370,660	374,556	374,556
Depreciation/Amort	114	1,365	1,380	1,400	1,400
Intrafund Chgs/Reimb	1,531,888	1,078,111	1,548,069	1,660,038	1,660,038
Total Operating Exp	14,476,675	13,713,501	15,297,238	16,869,826	16,619,826
Aid-Gov'n't Agencies	0	3,892	0	0	0
Other Revenues	1,082	30	0	0	0
Total Nonoperating Rev	1,082	3,922	0	0	0
Equipment	6,826	0	0	0	0
Total Nonoperating Exp	6,826	0	0	0	0
Net Income (Loss)	405,518	725,200	0	0	0
Positions	125.0	114.0	111.0	119.0	118.0

PROGRAM DESCRIPTION:

General Services – Bradshaw District:

- Maintains approximately 2,700,000 square feet of space covering all county-owned facilities throughout the county except 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:

- To enable our customers to perform their mission in a well maintained and comfortable facility.
- To improve overall customer satisfaction by increasing the level of preventative maintenance service.
- To provide timely completion and cost savings on small project improvements.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Created a project team to handle small project improvement work.
- Assumed the maintenance responsibilities for the Juvenile Hall Phase I expansion and the new Fleet Equipment facility.
- Began a Stationary Engineer Apprenticeship Program at the Rio Cosumnes Correctional Center (RCCC).

SIGNIFICANT CHANGES FOR 2007-08:

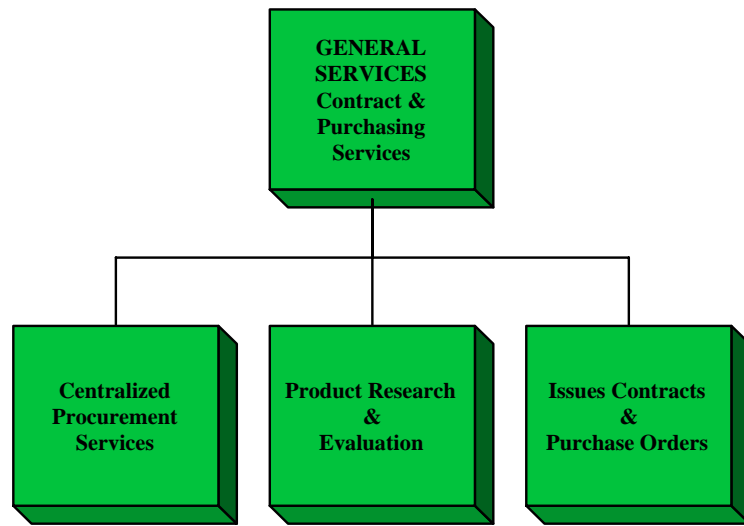
- Assume the maintenance responsibilities for the RCCC-Roger Bauman Facility and the Juvenile Hall Phase II expansion.
- Establish a trades shop at Juvenile Hall.
- Provide maintenance support for the Department of Facility Planning, Architecture and Real Estate Energy Conservation Retrofit Projects.
- 2.0 additional Stationary Engineer positions and two ¾ ton trucks were added to meet the additional requirements of maintaining the mechanical equipment of the approximately 60,000 square feet of additional area added to the Juvenile Hall facility.

- 1.0 Electrician and 1.0 Plumber positions, one van and one truck were added to meet the additional requirements of maintaining the plumbing and electrical equipment of the Juvenile Hall expansion and the office building occupied by the Department of Voter Registration and Elections and the Sheriff's Department.
- 1.0 Electrician position was added to support the Storm Drain Division and Clean Water Division in the Department of Water Resources (DWR). The position will be fully funded by DWR.

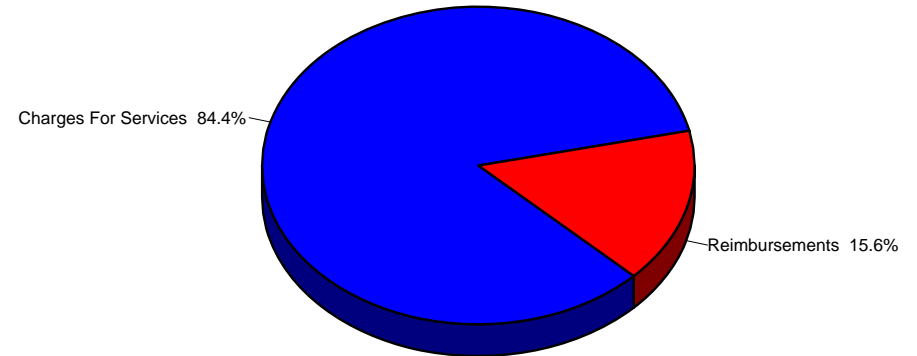
STAFFING LEVEL CHANGES FOR 2007-08:

- Reallocated and/or transferred the following 4.0 positions to implement a project team as recommended by an operational audit of the department: 1.0 Painter from the Security Services Division and reallocated the position to 1.0 Carpenter, 1.0 Custodian 2 from the Office of the Director and reallocated the position to 1.0 Building Maintenance Worker, 1.0 Stationary Engineer 2 position to 1.0 Carpenter position, and 1.0 Electrician position from the Security Services Division.
- The following 1.0 position was unfunded as part of the 11 Point Plan: 1.0 Building Maintenance Worker.
- The following 5.0 new positions were added by the Board of Supervisors during the Final Budget Hearings: 2.0 Electricians, 1.0 Plumber, and 2.0 Stationary Engineers.

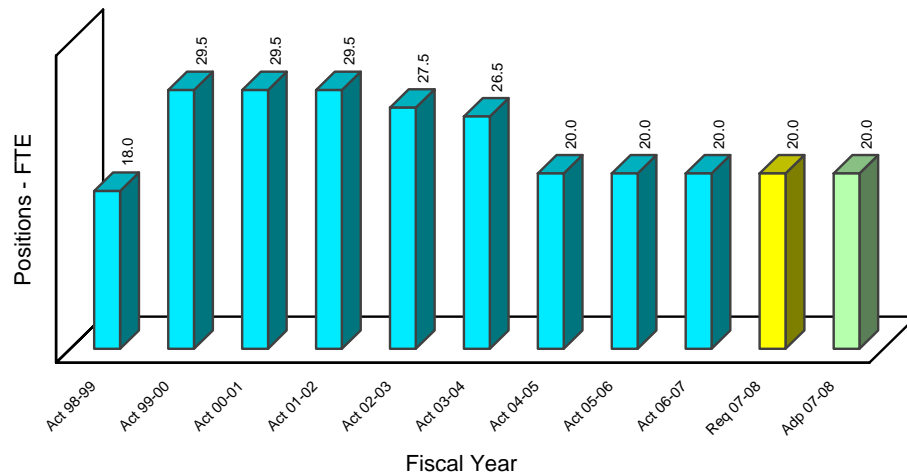
Departmental Structure



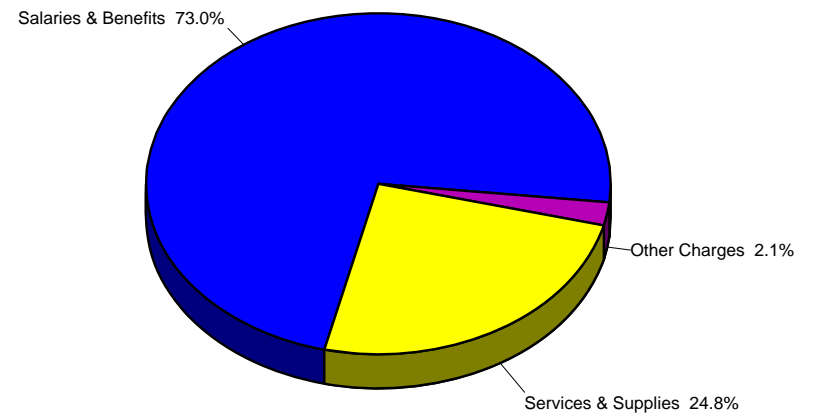
Financing Sources



Staffing Trend



Financing Uses



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

FUND: CONTRACT & PURCHASING SVCS-GS
035H

ACTIVITY: Purchasing
UNIT: 7007063

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	2,283,775	2,100,000	2,069,042	2,130,087	2,111,087
Total Operating Rev	2,283,775	2,100,000	2,069,042	2,130,087	2,111,087
Salaries/Benefits	1,646,440	1,603,443	1,731,857	1,842,815	1,827,213
Service & Supplies	205,625	274,007	465,525	385,678	382,280
Other Charges	30,227	43,096	53,612	53,688	53,688
Intrafund Chgs/Reimb	-67,785	-223,381	-181,952	-152,094	-152,094
Total Operating Exp	1,814,507	1,697,165	2,069,042	2,130,087	2,111,087
Other Revenues	5,089	5,486	0	0	0
Total Nonoperating Rev	5,089	5,486	0	0	0
Net Income (Loss)	474,357	408,321	0	0	0
Positions	20.0	20.0	19.0	20.0	20.0

PROGRAM DESCRIPTION:

General Services - Contract and Purchasing Services Division:

- 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.

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.
- Identify and reduce the level of maverick spending occurring on delegated purchasing programs.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Applied for and received the 2007 Achievement of Excellence in Procurement (AEP) Award.
- Developed a Service Level Agreement with County Sanitation District 1 to provide a dedicated Senior Contract Services Officer to handle all their purchasing functions (including configuration changes to Comprehensive Online Management Personnel and Accounting System (COMPASS) to facilitate their purchasing).
- Implemented process changes based on feedback from the department's Customer Satisfaction Survey and 2007 California Association of Public Purchasing Officers' conference.
- Conducted a small business outreach event.

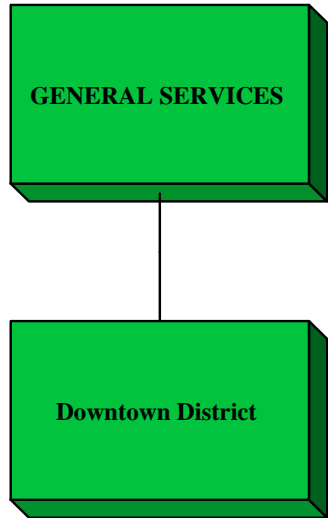
SIGNIFICANT CHANGES FOR 2007-08:

- Standardize requests for bid/proposal documents will be implemented.
- Develop and implement Contract Management Web Portal.
- Develop and implement Maverick Spending Monitoring and Training program.
- Develop Procurement Card Review program in conjunction with the Department of Finance.

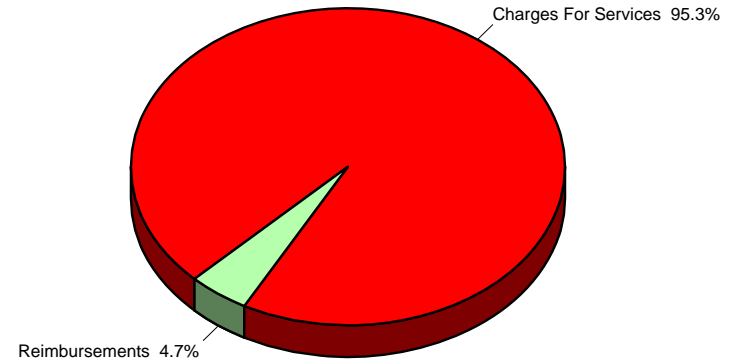
STAFFING LEVEL CHANGES FOR 2007-08:

- The following position was reallocated as follows: 1.0 Office Assistant 2 to 1.0 Contract Services Specialist I/II to more closely meet the duties and requirements of the position.
- The following 1.0 position was added for the Sacramento Regional County Sanitation District 1: 1.0 Senior Contract Services Officer position to manage requisitions, bidding, contracts and purchase orders.

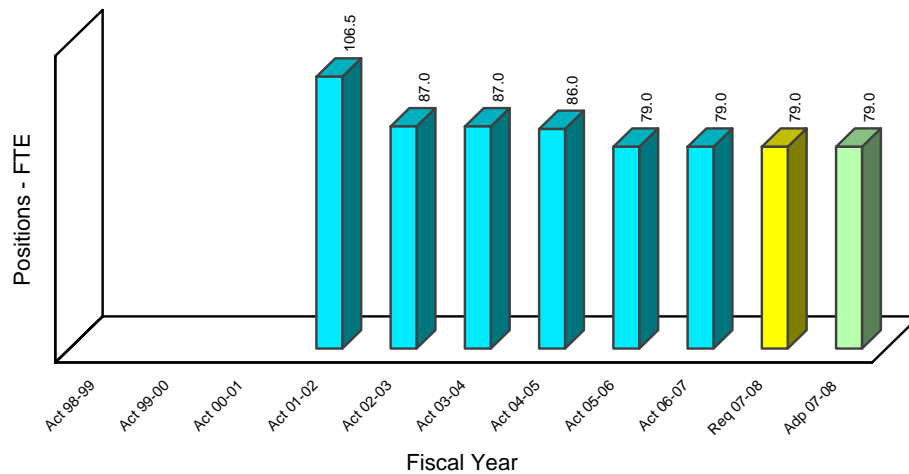
Departmental Structure



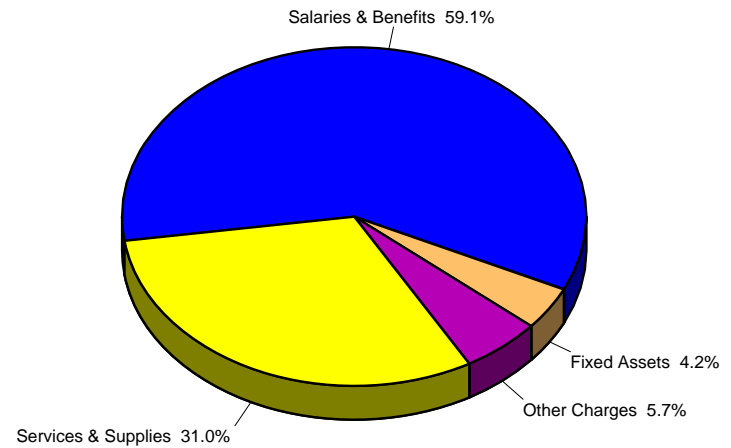
Financing Sources



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: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Use Of Money/Prop Charges for Service	856 10,307,601	411 10,433,720	0 10,298,227	0 10,949,570	0 10,861,570
Total Operating Rev	10,308,457	10,434,131	10,298,227	10,949,570	10,861,570
Salaries/Benefits	6,293,285	6,594,632	6,655,547	7,085,744	7,033,722
Service & Supplies	2,109,231	2,154,663	2,554,361	2,603,329	2,567,351
Other Charges	112,005	178,500	255,472	256,479	256,479
Depreciation/Amort	145	1,737	0	0	0
Intrafund Chgs/Reimb	636,682	247,991	428,552	584,881	584,881
Total Operating Exp	9,151,348	9,177,523	9,893,932	10,530,433	10,442,433
Other Revenues	2,839	27,229	0	0	0
Total Nonoperating Rev	2,839	27,229	0	0	0
Debt Retirement	435,426	404,295	404,295	419,137	419,137
Equipment	8,686	0	0	500,000	500,000
Total Nonoperating Exp	444,112	404,295	404,295	919,137	919,137
Net Income (Loss)	715,836	879,542	0	-500,000	-500,000
Positions	79.0	79.0	78.0	79.0	79.0

PROGRAM DESCRIPTION:

General Services - Downtown District:

- Maintains approximately 2,200,000 square feet of space and includes county-owned facilities between the Sacramento River, American River, Business 80 and Broadway.
- Provides for the total maintenance, operation and custodial needs of the facilities including 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:

- To enable our customers to perform their mission in a well maintained and comfortable facility.
- To improve overall customer satisfaction by increasing the level of preventative maintenance service.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Began replacement of the fire alarm system in the Main Jail.
- Detected and repaired leaks beneath the street level in hot water lines - 2,500 gallons hot water loss per day until repaired.

SIGNIFICANT CHANGES FOR 2007-08:

- Define and implement a rotating five-year painting schedule for the purposes of programmed maintenance.
- Continue to define Service Level Agreement criteria for facilities served by the division.
- Replace the Central Plant boiler.

STAFFING LEVEL CHANGES FOR 2007-08:

- The following 2.0 position were added to Department of Facility Planning, Architecture and Real Estate as follows: 1.0 Limited Term Unfunded Senior Stationary Engineer, 1.0 Limited Term Unfunded Stationary Engineer 2 to backfill vacancies created by appointment of an acting division chief and to temporarily bridge the time to complete a class study for the chief position.
- The following 1.0 position was transferred from the Office of the Director: 1.0 Custodian 2 position.

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: 2007-08

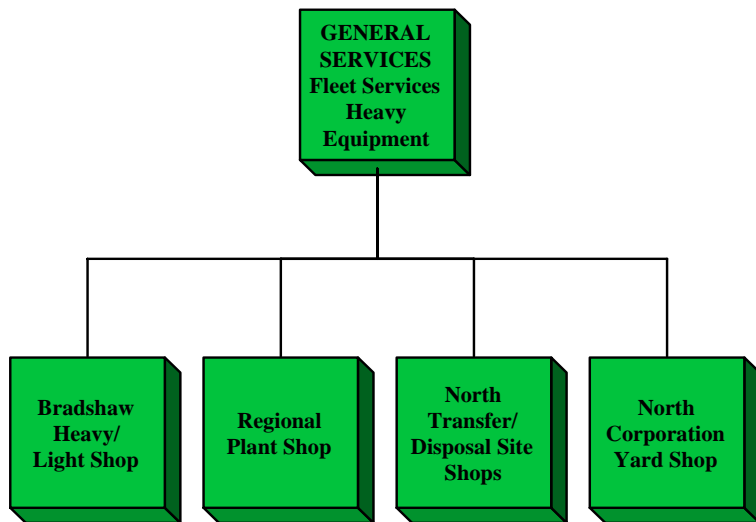
Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	8,351,975	0	0	0	0
Total Operating Rev	8,351,975	0	0	0	0
Salaries/Benefits	95,829	0	0	0	0
Service & Supplies	8,600,400	0	0	0	0
Other Charges	818	0	0	0	0
Intrafund Chgs/Reimb	-379,862	0	0	0	0
Total Operating Exp	8,317,185	0	0	0	0
Other Revenues	52,833	0	0	0	0
Other Financing	282,896	0	0	0	0
Total Nonoperating Rev	335,729	0	0	0	0
Interest Expense	8,716	0	0	0	0
Debt Retirement	41,057	0	0	0	0
Total Nonoperating Exp	49,773	0	0	0	0
Net Income (Loss)	320,746	0	0	0	0
Positions	1.0	0.0	0.0	0.0	0.0

PROGRAM DESCRIPTION:

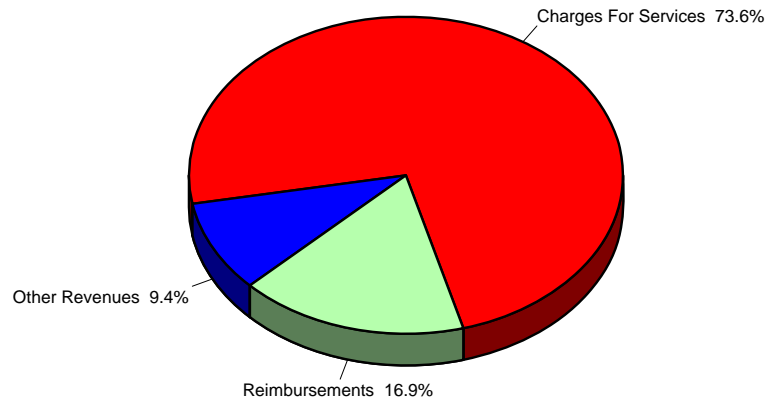
The Energy Management Division has been transferred to the new Department of Facility Planning, Architecture and Real Estate (Budget Unit 7900000).

FOR INFORMATION ONLY

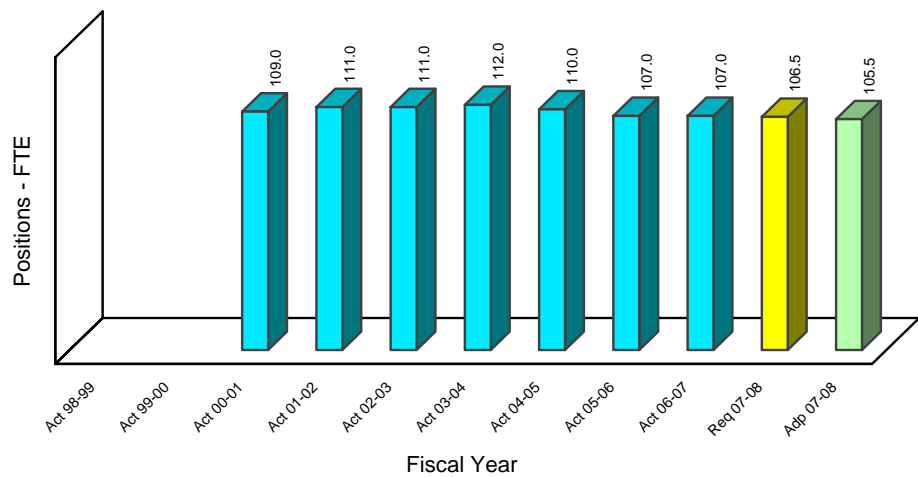
Departmental Structure



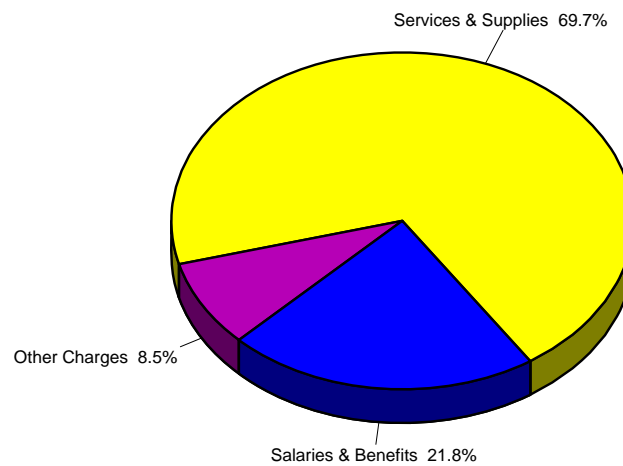
Financing Sources



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: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	18,836,116	20,779,826	27,269,099	30,267,380	30,267,380
Total Operating Rev	18,836,116	20,779,826	27,269,099	30,267,380	30,267,380
Salaries/Benefits	8,093,677	8,488,092	8,776,533	8,957,290	8,957,290
Service & Supplies	11,541,153	11,615,102	17,100,490	20,675,676	20,675,676
Other Charges	474,546	263,423	559,236	278,387	278,387
Depreciation/Amort	1,967,364	2,292,774	2,096,200	2,361,300	2,361,300
Intrafund Chgs/Reimb	354,764	149,993	843,390	1,039,442	1,039,442
Total Operating Exp	22,431,504	22,809,384	29,375,849	33,312,095	33,312,095
Interest Income	796	104	0	0	0
Other Revenues	3,345,129	3,381,608	3,250,000	3,883,615	3,883,615
Total Nonoperating Rev	3,345,925	3,381,712	3,250,000	3,883,615	3,883,615
Debt Retirement	0	836,169	729,250	838,900	838,900
Equipment	0	211,797	414,000	0	0
Total Nonoperating Exp	0	1,047,966	1,143,250	838,900	838,900
Net Income (Loss)	-249,463	304,188	0	0	0
Positions	107.0	107.0	107.0	106.5	105.5

PROGRAM DESCRIPTION:

General Services - Heavy Equipment Section of the Fleet Services 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 and liquid natural gas station.
- Manages the division, which includes both heavy and light equipment.
- Administers a Capital Outlay Fund for the purchase and the 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 rental fleet.

GOALS:

- Continue to monitor and initiate performance measurements to better utilize resources.
- Continue the integration of low emission vehicles into the County fleet.
- Provide increased preventive maintenance during non-working hours to reduce the frequency of equipment failures.
- Maintain division safety record.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Completed the move into the new Bradshaw Fleet Maintenance Facility.
- Accelerated the integration of low emission vehicles into county fleet.

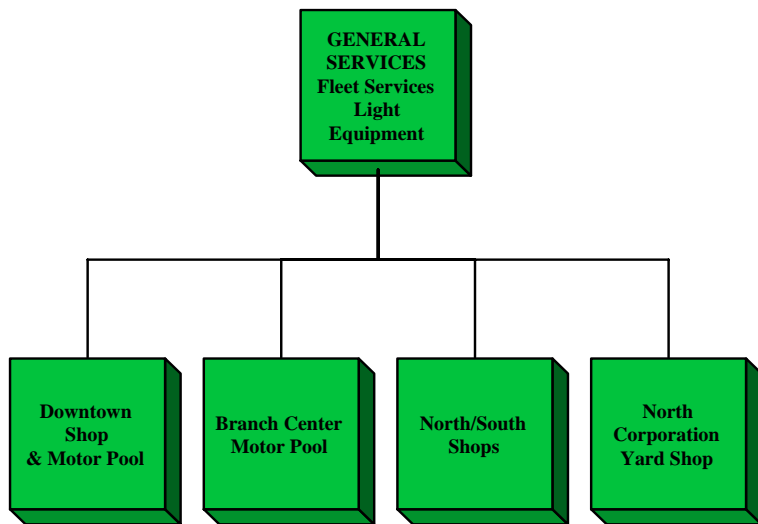
SIGNIFICANT CHANGES FOR 2007-08:

- Install and implement the new Fleet Management system, M5 Fleet Focus System, with a Web-based fleet management capability and an on-line pool vehicle reservation capability.
- Upgrade fuel station control units to “real-time” authorization capabilities.
- Begin installation and implementation of Fuel Focus Radio Frequency Identification Fueling system. This system will facilitate immediate identification and authorization at the fuel pumps and improve data capture for billing purposes.

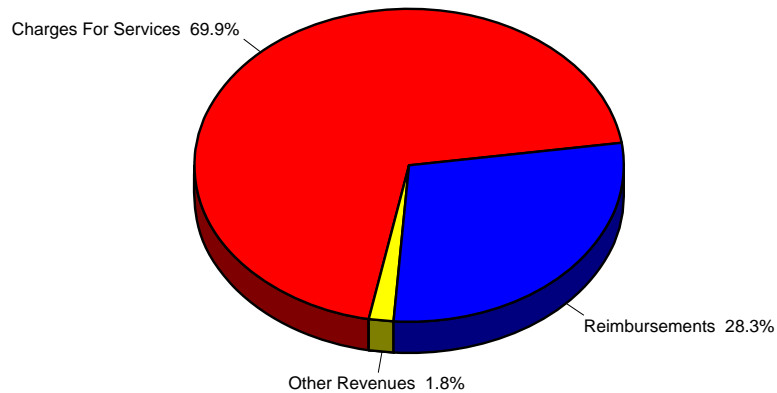
STAFFING LEVEL CHANGES FOR 2007-08:

- The following positions were reallocated from: 1.0 Automotive Service Manager and 1.0 Equipment Maintenance Operation Manager to 2.0 Fleet Services Managers.
- The following 2.0 positions were reallocated from: 1.0 Administrative Services Officer 2 to 1.0 Administrative Services Officer 3; and 1.0 Account Clerk 2 was deleted and 0.5 Account Clerk 2 was added.
- The following 1.0 position was unfunded as part of the 11 Point Plan: 1.0 Equipment Service Worker.

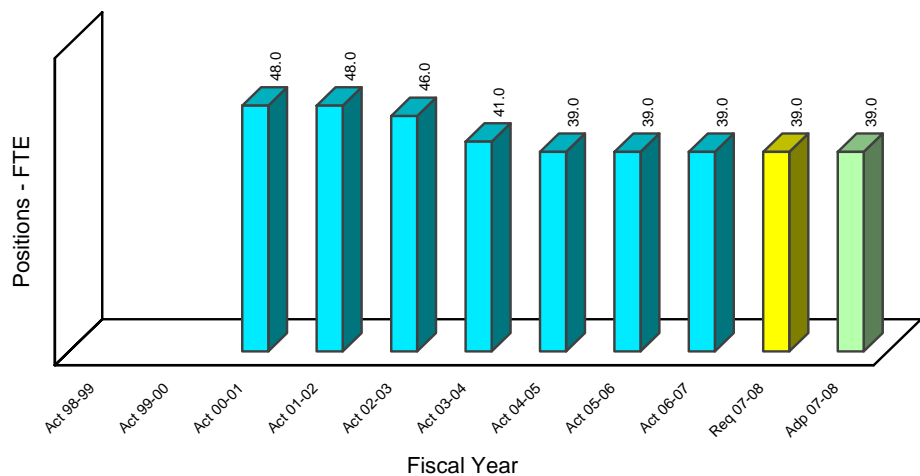
Departmental Structure



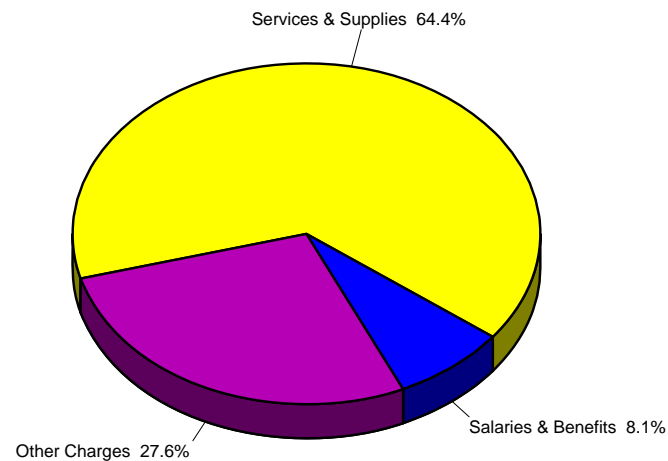
Financing Sources



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: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Use Of Money/Prop Charges for Service	0 20,249,317	20 19,141,507	0 24,742,637	0 26,175,201	0 25,675,201
Total Operating Rev	20,249,317	19,141,527	24,742,637	26,175,201	25,675,201
Salaries/Benefits	2,508,088	2,679,135	2,813,542	2,962,800	2,962,800
Service & Supplies	9,838,142	9,814,548	13,128,604	13,922,328	13,422,328
Other Charges	235,325	100,232	289,197	189,194	189,194
Depreciation/Amort	6,263,375	6,847,801	6,991,660	8,432,000	8,432,000
Intrafund Chgs/Reimb	608,000	1,073,400	454,634	-188,621	-188,621
Total Operating Exp	19,452,930	20,515,116	23,677,637	25,317,701	24,817,701
Gain/Sale/Property	279,365	1,124,471	0	500,000	500,000
Other Revenues	232,189	264,297	160,000	160,000	160,000
Total Nonoperating Rev	511,554	1,388,768	160,000	660,000	660,000
Interest Expense	988,301	1,154,385	860,000	1,079,000	1,079,000
Debt Retirement	0	368,081	335,000	394,500	394,500
Loss/Disposition-Asset	47,980	46,357	30,000	30,000	30,000
Equipment	25,629	11,004	0	14,000	14,000
Total Nonoperating Exp	1,061,910	1,579,827	1,225,000	1,517,500	1,517,500
Net Income (Loss)	246,031	-1,564,648	0	0	0
Positions	39.0	39.0	39.0	39.0	39.0

PROGRAM DESCRIPTION:

General Services - Light Equipment Section of the Fleet Services 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 Corporation Yard, and Sheriff's North and 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, North Central, and South Central Garages.

MISSION:

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

GOALS:

- Evaluate and increase performance measurement techniques in order to improve customer service.
- Improve preventive maintenance standards to reduce the frequency of equipment failures.
- Expand the integration of low emission and hybrid vehicles into the county fleet.

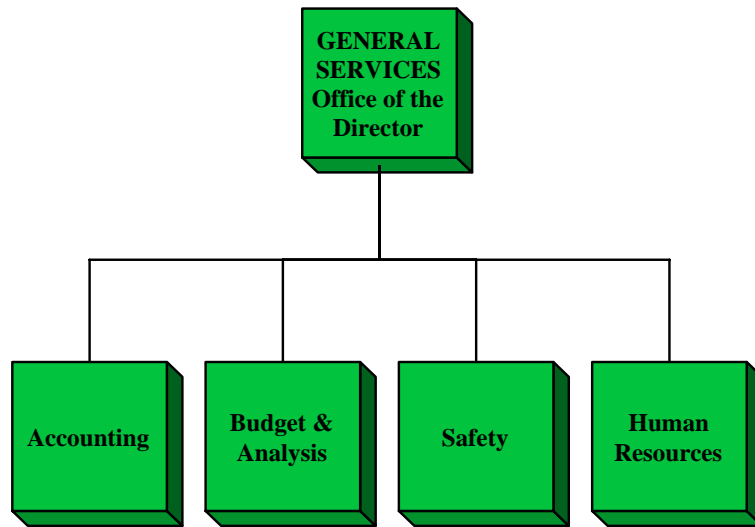
SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Enhanced the Fleet Services Website to provide online training assistance for equipment billing and improved customer service.
- Closed the Sheriff's South Garage repair facility on Bond Road, leaving the fuel station in operation.
- Completed the move into the new Bradshaw Fleet Maintenance Facility.

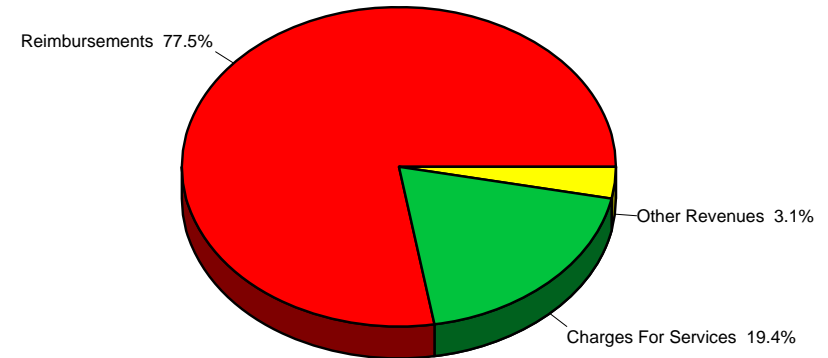
SIGNIFICANT CHANGES FOR 2007-08:

- Install and implement the new fleet management system, M5 Fleet Focus System, with a Web-based fleet management capability and an online pool vehicle reservation capability.
- Prioritize necessary safety maintenance and unscheduled repairs to ensure optimum usage of vehicles with minimal downtime.

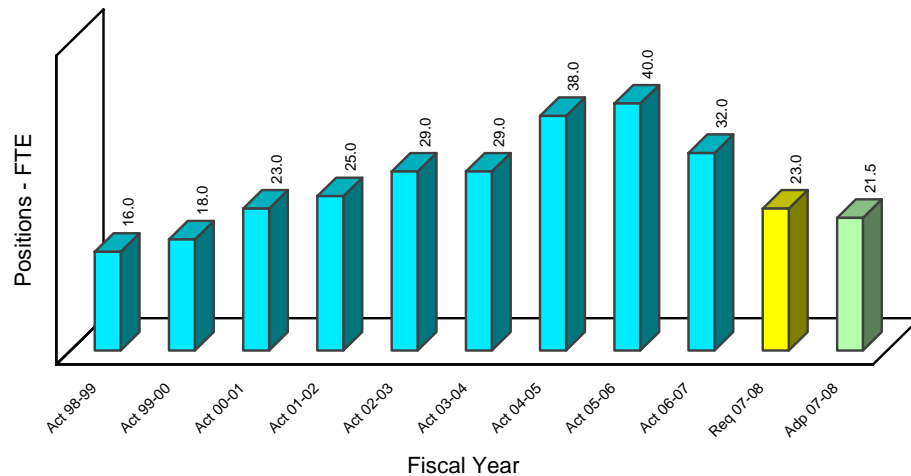
Departmental Structure



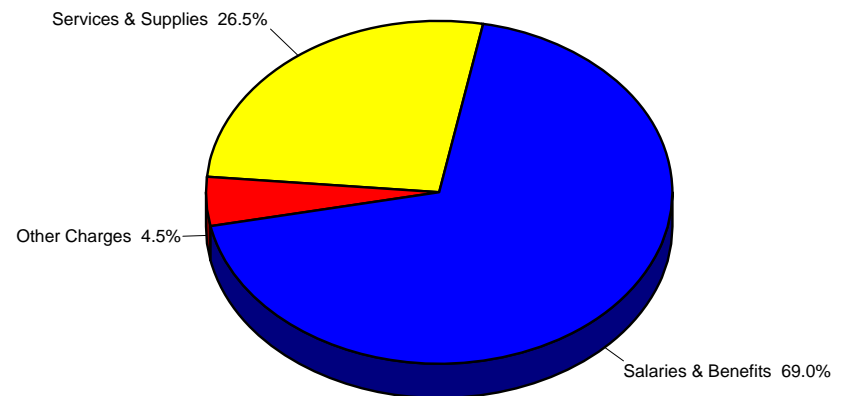
Financing Sources



Staffing Trend



Financing Uses



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

FUND: GENERAL SERVICES-OPERATIONS
 035A

ACTIVITY: Office of the Director
 UNIT: 7110000

SCHEDULE 10
 OPERATIONS OF INTERNAL SERVICE FUND
 FISCAL YEAR: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	883,755	748,604	920,107	944,840	944,840
Total Operating Rev	883,755	748,604	920,107	944,840	944,840
Salaries/Benefits	3,088,633	2,805,892	3,272,140	3,363,211	3,363,211
Service & Supplies	1,179,619	881,657	1,248,436	1,029,297	1,029,297
Other Charges	-11,511	16,419	111,060	217,015	217,015
Intrafund Chgs/Reimb	-3,364,517	-2,933,544	-3,711,529	-3,514,683	-3,514,683
Total Operating Exp	892,224	770,424	920,107	1,094,840	1,094,840
Other Revenues	140	54	0	150,000	150,000
Total Nonoperating Rev	140	54	0	150,000	150,000
Net Income (Loss)	-8,329	-21,766	0	0	0
Positions	40.0	32.0	34.0	23.0	21.5

PROGRAM DESCRIPTION:

General Services - Office of the Director:

- 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, environmental program oversight, departmental training, information technology and public information coordination.

MISSION:

To support the fiscal, environmental, and information technology needs of the department and of the Department of Facility Planning, Architecture and Real Estate.

GOAL:

- To provide effective and timely administrative support services to General Services and Facility Planning, Architecture and Real Estate staff in order for the divisions to achieve their goals.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Developed and implemented performance measures at all division levels.
- Began providing administrative services to the Department of Facility Planning, Architecture and Real Estate.

SIGNIFICANT CHANGES FOR 2007-08:

- Transfer human resources and safety positions to the Department of Personnel Services (DPS) due to the consolidation of the human resources functions into DPS.
- Update and publish the "Guide To Services".

STAFFING LEVEL CHANGES FOR 2007-08:

- Administrative additions, deletions and/or reclassifications resulting in a net zero change in positions consist of the following:

Added Positions:

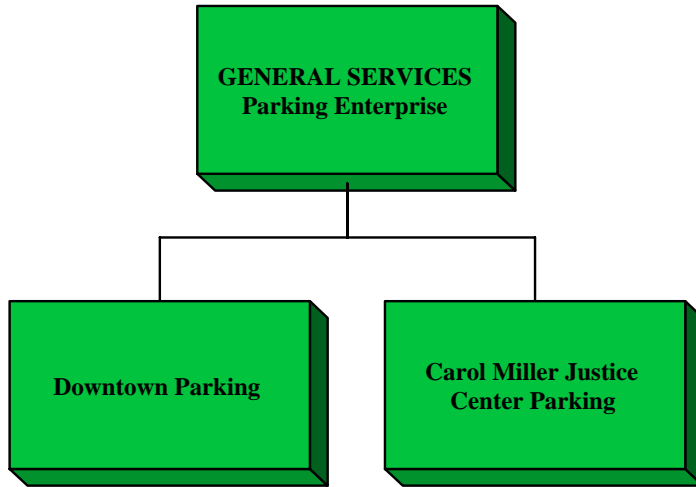
Accountant	<u>1.0</u>
Total	1.0

Deleted Positions:

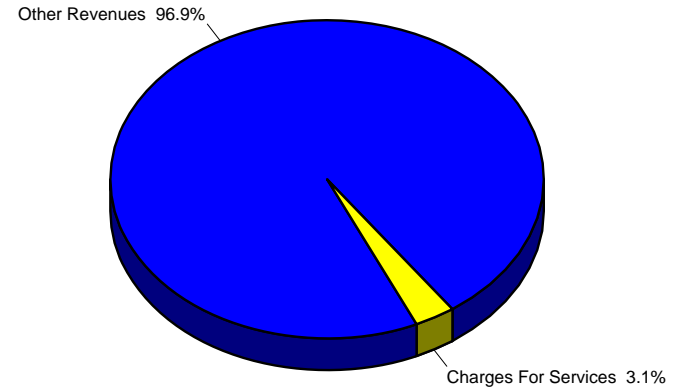
Accountant (0.2)	0.2
Accountant (0.8)	<u>0.8</u>
Total	1.0

- The following positions were reallocated: 1.0 Office Assistant 2 to 1.0 Office Specialist 2; 1.0 Chief, Accounting and Fiscal Services to 1.0 Senior Accounting Manager to more closely meet the duties and requirements of the position.
- The following 9.0 positions were transferred as part of consolidation of departmental human resources functions to the Department of Personnel Services: 1.0 Administrative Services Officer 1, 2.0 Human Resources Manager 2, 1.0 Office Specialist, 1.0 Personnel Specialist, 1.0 Personnel Technician, 1.0 Safety Specialist, 1.0 Senior Personnel Analyst, and 1.0 Senior Safety Specialist.
- The following position was reallocated: 1.0 Custodian 2 position to 1.0 Building Maintenance Worker position and transferred the position to the Bradshaw District to implement a project team as recommended by an operational audit of the department.
- The following 1.0 position was transferred to the Downtown District: 1.0 Custodian 2.
- The following 1.5 positions were unfunded as part of the 11 Point Plan: 1.0 Chief Departmental Administrative Services, 0.5 Accountant 2.

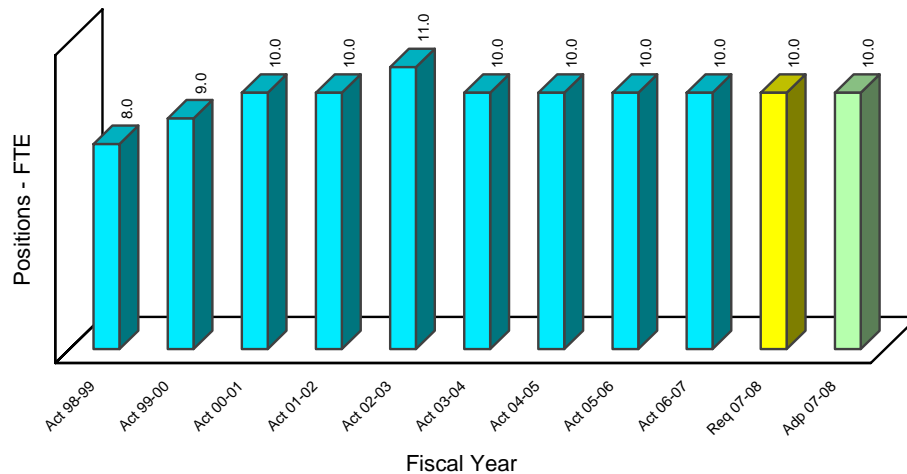
Departmental Structure



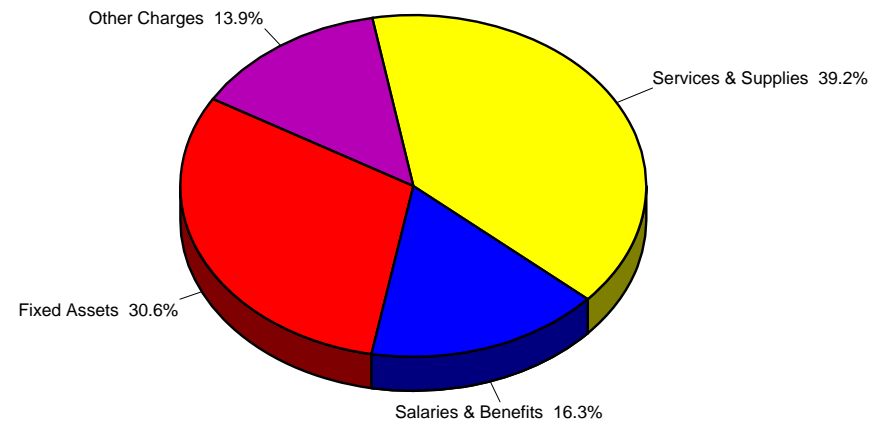
Financing Sources



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: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Use Of Money/Prop Charges for Service	2,817,348 56,847	2,852,567 132,098	2,404,967 47,712	2,509,734 132,216	2,509,734 132,216
Total Operating Rev	2,874,195	2,984,665	2,452,679	2,641,950	2,641,950
Salaries/Benefits	581,823	626,231	670,832	697,609	697,609
Services & Supplies	1,309,056	1,396,947	1,695,889	1,681,585	1,681,585
Other Charges	604,122	582,289	676,905	594,743	594,743
Total Operating Exp	2,495,001	2,605,467	3,043,626	2,973,937	2,973,937
Other Revenues	3,384	198,005	1,452,393	1,645,504	1,645,504
Total Nonoperating Rev	3,384	198,005	1,452,393	1,645,504	1,645,504
Improvements	57,565	245,464	861,446	1,291,792	1,291,792
Equipment	0	0	0	21,725	21,725
Total Nonoperating Exp	57,565	245,464	861,446	1,313,517	1,313,517
Net Income (Loss)	325,013	331,739	0	0	0
Positions	10.0	10.0	10.0	10.0	10.0

PROGRAM DESCRIPTION:

General Services - Parking Enterprise:

- 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 and one bicycle storage unit in the Branch Center Complex.
- Enforces parking regulations on county-owned 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; 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 short and long range plans for provision of adequate parking spaces in the downtown and outlying areas.
- Keep parking areas clean and safe for our patrons.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Increased monthly public parking rates by \$10 per month as part of a three-year implementation plan.
- Accomplished a majority of the facility repairs recommended by the Structural Integrity Study, resulting in the fortification of the downtown public parking structure.
- Initiated a Structural Integrity Study of the Employee Parking Lot to assess the facilities physical condition and develop an annual maintenance program.
- Via court order, re-established overflow juror parking at the County's expense.
- Established safety protocols and installed physical safety systems for vehicles exiting the Public Lot when Regional Transit Light Rail trains are approaching.
- The Platinum Parking Lot was included in the Railyards' development package, resulting in the City operating the lot as City Lot 297.

SIGNIFICANT CHANGES FOR 2007-08:

- Increase monthly public parking rates by \$10 per month as part of a three-year implementation plan that commenced on July 1, 2005.
- Commence structural assessments of the Employee Parking Garage and respond accordingly.
- Replace the disabled ramp from the Public Parking Lot to the Administration Center and improve disabled parking spaces to meet Americans with Disabilities Act accommodations.
- Convert the parking gate control system at the Carol Miller Justice Center to the County's C-Cure electronic access system.
- Improve parking layouts, complete with new signage and lot restriping, at several county parking locations.
- Complete and implement Storm Water Runoff procedures.
- Develop short and long range plans for provision of adequate parking spaces in the downtown and outlying areas.

2007-08 PROGRAM INFORMATION

Budget Unit: 7990000 Gen Svcs-Parking Enterprise

Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: SELF-SUPPORTING						
001	<i>Parking Enterprise</i>	4,287,454	0	4,287,454	0	0	10.0	1
Strategic Objective: IS -- Internal Services								
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 percent of rates in nearby lots between 22% - 70%.								
SELF-SUPPORTING Total:		4,287,454	0	4,287,454	0	0	10.0	1
FUNDED Total:		4,287,454	0	4,287,454	0	0	10.0	1
Funded Grand Total:		4,287,454	0	4,287,454	0	0	10.0	1

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: 2007-08

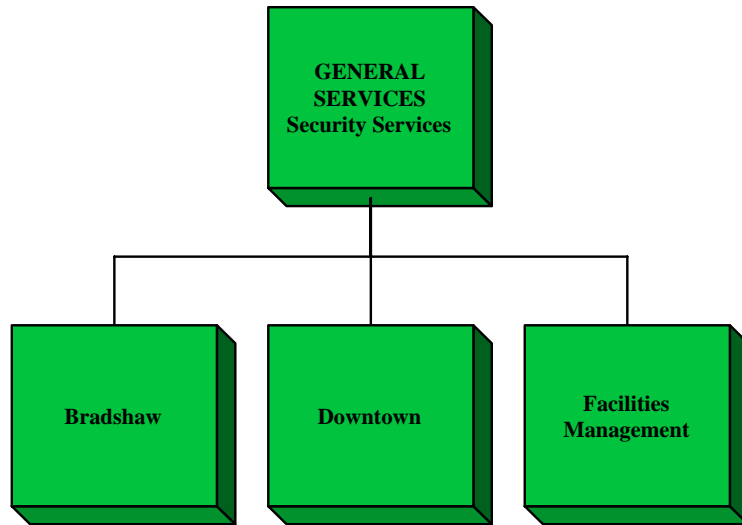
Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	48,227,643	0	0	0	0
Total Operating Rev	48,227,643	0	0	0	0
Salaries/Benefits	2,188,644	0	0	0	0
Service & Supplies	45,377,080	0	0	0	0
Other Charges	41,944	0	0	0	0
Intrafund Chgs/Reimb	104,677	0	0	0	0
Total Operating Exp	47,712,345	0	0	0	0
Other Revenues	10,209	0	0	0	0
Total Nonoperating Rev	10,209	0	0	0	0
Net Income (Loss)	525,507	0	0	0	0
Positions	32.0	0.0	0.0	0.0	0.0

PROGRAM DESCRIPTION:

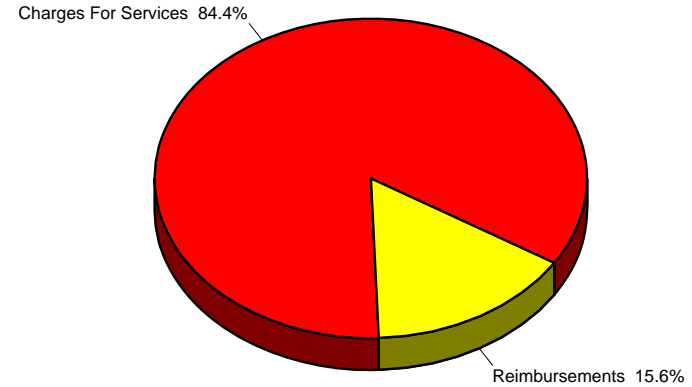
The Real Estate Division has been transferred to the new Department of Facility Planning, Architecture and Real Estate (Budget Unit 7900000).

FOR INFORMATION ONLY

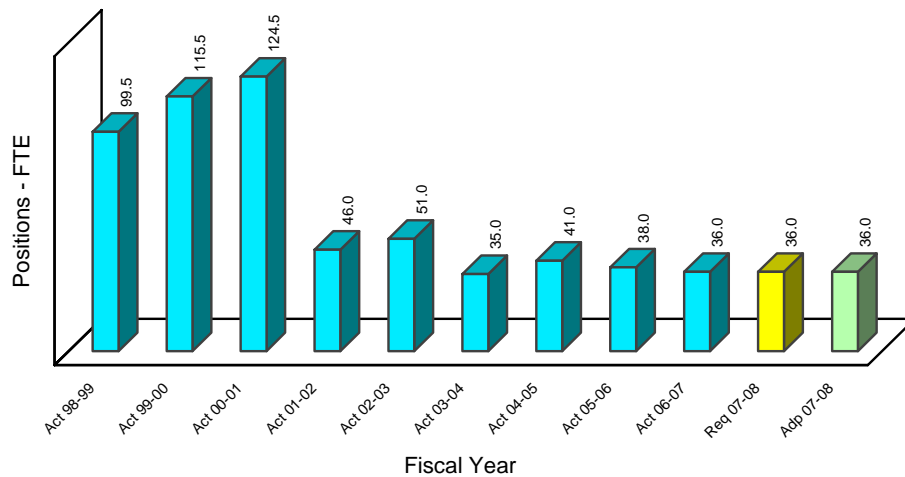
Departmental Structure



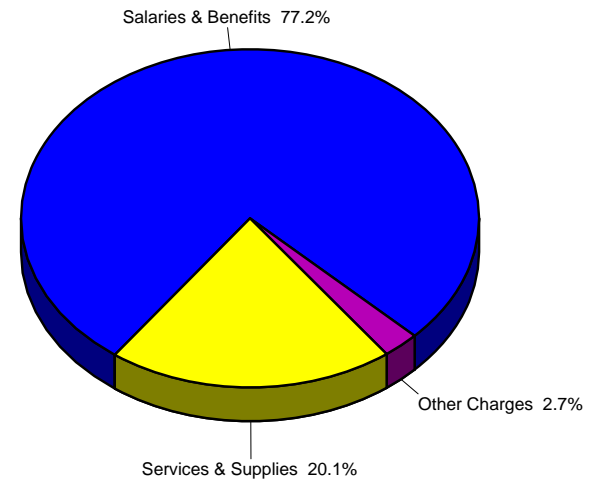
Financing Sources



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: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	2,706,169	2,822,058	2,768,258	2,938,224	2,921,224
Total Operating Rev	2,706,169	2,822,058	2,768,258	2,938,224	2,921,224
Salaries/Benefits	2,242,817	2,487,926	2,547,121	2,688,718	2,674,278
Service & Supplies	169,040	183,583	334,045	348,791	346,231
Other Charges	91,917	80,969	146,523	92,400	92,400
Intrafund Chgs/Reimb	-134,917	-142,219	-259,431	-191,685	-191,685
Total Operating Exp	2,368,857	2,610,259	2,768,258	2,938,224	2,921,224
Other Revenues	1,881	984	0	0	0
Total Nonoperating Rev	1,881	984	0	0	0
Net Income (Loss)	339,193	212,783	0	0	0
Positions	38.0	36.0	38.0	36.0	36.0

PROGRAM DESCRIPTION:

General Services – Security Division:

- The Security Services Division provides unarmed security services to certain county-owned facilities.
- Administrative Facilities Management is also included in this budget unit. This unit provides accounting 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:

- Expand the electronic Guard Tour System by 10.0 percent of existing facility patrol.
- Develop and distribute a Customer Service Survey to assess customer perception of security within the workplace.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Completed a time study assessment of direct service delivery in the Bradshaw District complex to improve allocation methodology.

- Completed the Building Security Attendant Supervisor exam development process.

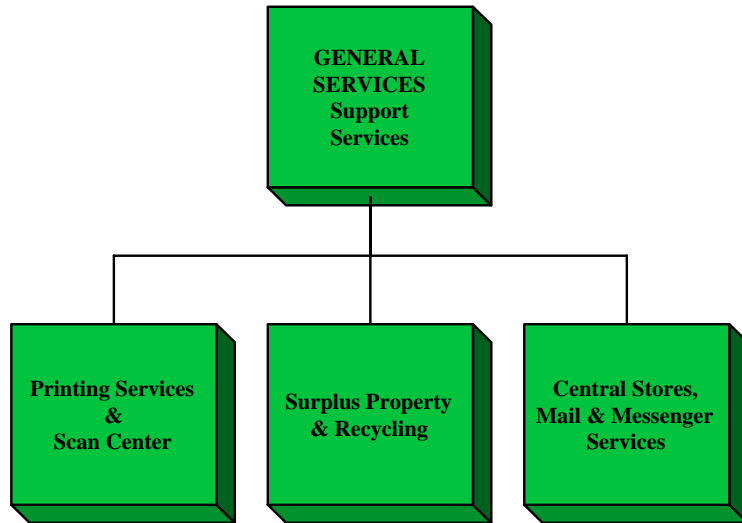
SIGNIFICANT CHANGES FOR 2007-08:

- Develop a Facility Operations Supervisor exam and establish a candidate pool.
- Establish a grading and feedback system for Building Security Attendant's reports to be used as a training tool.

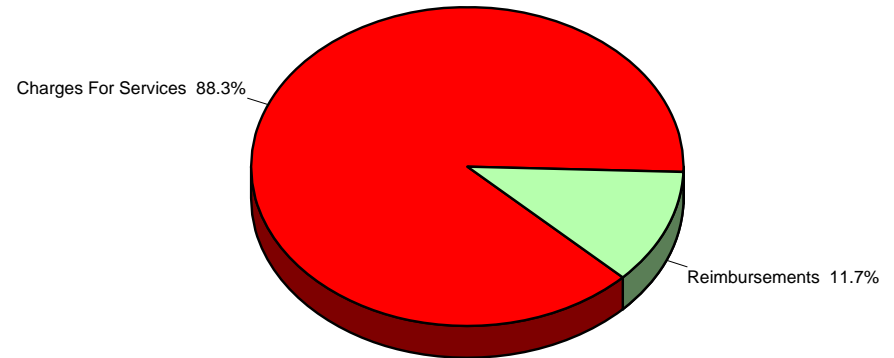
STAFFING LEVEL CHANGES FOR 2007-08:

- The following 2.0 positions were transferred to the Bradshaw District as follows: 1.0 Painter was reallocated to 1.0 Carpenter and transferred to implement a project team as recommended by an operational audit of the department; 1.0 Electrician was transferred to complete the team.

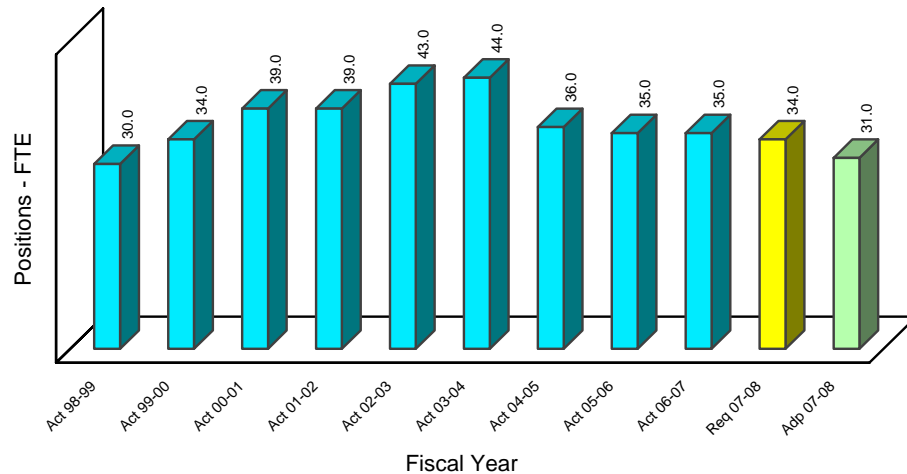
Departmental Structure



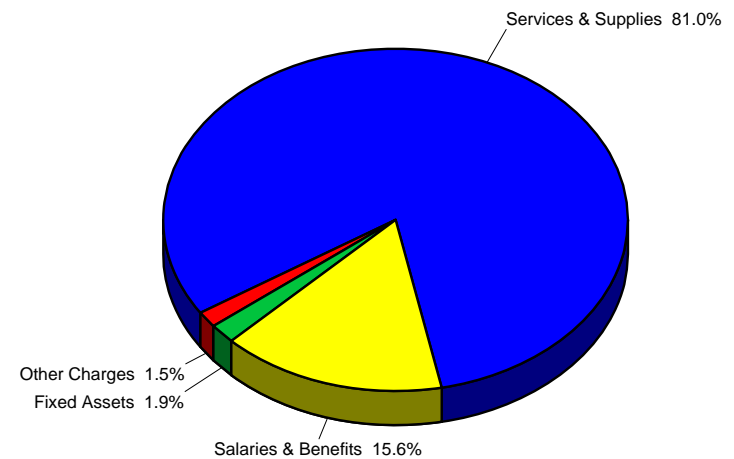
Financing Sources



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: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	8,815,706	8,828,519	11,685,252	12,286,457	12,077,057
Total Operating Rev	8,815,706	8,828,519	11,685,252	12,286,457	12,077,057
Salaries/Benefits	1,685,926	1,807,181	2,152,256	2,193,829	2,131,348
Service & Supplies	1,311,810	1,105,319	1,865,558	2,060,132	2,059,133
Other Charges	69,005	79,386	118,136	63,098	63,098
Depreciation/Amort	82,185	129,363	144,000	115,400	115,400
Intrafund Chgs/Reimb	150,884	294,053	329,302	277,682	277,682
Cost of Goods Sold	5,129,373	5,240,774	6,776,000	7,282,934	7,137,014
Total Operating Exp	8,429,183	8,656,076	11,385,252	11,993,075	11,783,675
Gain/Sale/Property	7	0	0	0	0
Other Revenues	73,443	1,455	0	0	0
Total Nonoperating Rev	73,450	1,455	0	0	0
Debt Retirement	50,000	50,000	50,000	33,382	33,382
Loss/Disposition-Asset	8,889	18,342	0	0	0
Equipment	402,152	52,239	250,000	260,000	260,000
Total Nonoperating Exp	461,041	120,581	300,000	293,382	293,382
Net Income (Loss)	-1,068	53,317	0	0	0
Positions	35.0	35.0	35.0	34.0	31.0

PROGRAM DESCRIPTION:

General Services - Support Services Division:

- 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.
- 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:

- Develop online pricing software for customer print requests.
- Expand publicity for County Scan Center and seek new scan business.
- Educate customers regarding changes in U.S. Postal Service regulations so customers may keep mail postage costs lower.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Purchased new printing and mail processing equipment that improved speed and reliability to meet customer needs.
- Completed the Surplus Property Equipment Movement Report (EMR) application.
- Relocated Surplus Property into more efficient and safer office space.
- Remodeled the Branch Center Print Shop to correct space and safety deficiencies.
- Implemented customer access to submit online print requests.

SIGNIFICANT CHANGES FOR 2007-08:

- Enable customer access to research completed printing orders in an online environment.
- Provide departments with much more efficient online access to historical asset transaction (EMR) documents.
- U.S. Postal Service costs will transition from fees primarily based on weight and distance to fees tied to a more standardized shape/size process.

STAFFING LEVEL CHANGES FOR 2007-08:

- The following 1.0 position was deleted as follows: 1.0 Printing Services Technician.
- The following 3.0 positions were unfunded as part of the 11 Point Plan as follows: 2.0 Printing Service Operator 2, 1.0 Printing Services Technician.

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

FUND: INTERAGENCY PROCUREMENT
030A

ACTIVITY: Interagency Procurement
UNIT: 9030000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	37,941,539	30,374,428	36,996,904	39,558,077	39,558,077
Total Operating Rev	37,941,539	30,374,428	36,996,904	39,558,077	39,558,077
Service & Supplies	191,355	179,218	260,000	260,000	260,000
Other Charges	47,026,991	44,119,570	84,752,068	77,134,067	77,134,067
Total Operating Exp	47,218,346	44,298,788	85,012,068	77,394,067	77,394,067
Interest Income	4,372,072	4,605,128	2,796,655	2,983,172	2,983,172
Other Revenues	7,022	0	0	0	0
Total Nonoperating Rev	4,379,094	4,605,128	2,796,655	2,983,172	2,983,172
Contingencies	0	0	5,226,560	6,273,019	6,273,019
Total Nonoperating Exp	0	0	5,226,560	6,273,019	6,273,019
Net Income (Loss)	-4,897,713	-9,319,232	-50,445,069	-41,125,837	-41,125,837
Retained Earnings-July 1	55,342,783	50,445,069	50,445,069	41,125,837	41,125,837

PROGRAM DESCRIPTION:

- The Interagency Procurement Fund was established with the adoption of the Fiscal Year 1990-91 Final Budget to facilitate the use of the County's Fixed Asset Financing Program (FAFP) by various county departments and by other agencies as permitted by the financing documents. The drawdown of the original proceeds of the borrowing was completed as of April 28, 1994, per the bond covenant requirements. The activities of this fund provide for the following:

- User agencies are authorized to charge the FAFP to acquire budgeted fixed assets; and encumber funds for future payment of related service charges.
- Collecting user charges from user agencies.
- Accounting for the annual life/debt service aspects of the acquired fixed assets in accordance with the provisions of the financing documents.

- Making appropriate reimbursements/transfers to the Fixed Asset Revolving Fund (Budget Unit 9277000) in accordance with requirements of the financing documents.
- Other acquisitions and activities as necessary to facilitate the FAFP.

SUPPLEMENTAL INFORMATION:

- During Fiscal Year 2007-08, appropriate payments/transfers will be made from this fund to the Fixed Asset Revolving Fund (Budget Unit 9277000) in accordance with requirements of the financing documents.
- The activities of this fund are managed by the Office of Budget and Debt Management, and necessary support is provided by staff.

Financing:

Charges (lease payments and cash revolving purchases)	\$	39,558,077
Interest Income		2,983,172
Retained Earnings (Fund Balance)		<u>41,125,837</u>
Total Financing	\$	83,667,086

Uses:

Administrative Costs	\$	260,000
Other Charges:		
Transfer for Debt Service:		
Principal and Interest Costs		7,946,750
Debt Service Administrative Costs		341,000
Specific Projects Identified for Fiscal Year 2006-07		39,846,317
Contingency		6,273,019
Anticipated Fixed Asset Cash Purchases During Fiscal Year 2007-08		<u>29,000,000</u>
Total Uses	\$	83,667,086

2007-08 PROGRAM INFORMATION

Budget Unit: 9030000 Interagency Procurement

Agency: Internal Services

<i>Program Number and Title</i>	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: SELF-SUPPORTING

001	<i>Fixed Asset Financing Program</i>	84,217,820	550,734	42,541,249	41,125,837	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Facilitate the use of the County's Fixed Asset Financing program								
Countywide Priority: 4 -- General Government								
Anticipated Results: Accounting for debt service aspects of the fixed assets financig program in accordance with the provisions of the financing documents.								

SELF-SUPPORTING Total:	84,217,820	550,734	42,541,249	41,125,837	0	0.0	0
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FUNDED Total:	84,217,820	550,734	42,541,249	41,125,837	0	0.0	0
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Funded Grand Total:	84,217,820	550,734	42,541,249	41,125,837	0	0.0	0
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COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Jail Debt Service
2920000

FUND: JAIL DEBT SERVICE
292A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	3,096	7,230	813,782	666,560	666,560
Other Charges	5,106,731	5,154,349	5,154,464	5,209,664	5,209,664
Interfund Charges	0	0	0	500,000	500,000
Interfund Reimb	-5,207,038	-5,254,464	-5,254,464	-5,309,664	-5,309,664
Total Finance Uses	-97,211	-92,885	713,782	1,066,560	1,066,560
Means of Financing					
Fund Balance	433,116	713,782	713,782	1,066,560	1,066,560
Use Of Money/Prop	183,455	259,893	0	0	0
Total Financing	616,571	973,675	713,782	1,066,560	1,066,560

PROGRAM DESCRIPTION:

- This budget unit reflects the debt service requirements for payment of principal, interest, and various other costs related to the Certificates of Participation borrowing (originally \$62,900,000 in October 1984) for the partial financing of the construction of the Lorenzo E. Patino Hall of Justice (Main Jail).
- The original borrowing covenants required the County to appropriate principal and interest payments at the amount that would be due if the maximum interest rate allowed under the documents was effective (15.0 percent). On June 1, 1993, the County refinanced this borrowing and converted to a fixed-rate financing. The fixed-rate financing requires the County to appropriate only the scheduled principal and interest payments actually due each year.
- On May 7, 2003, the County refinanced the 1993 borrowing (due to a call-date on the existing Certificates of Participation) to reduce debt service payments

due to significantly lower interest rates in the current market and to provide additional financing for other projects:

- Expansion of the Warren E. Thornton Youth Center.
- Complete acquisition of Mather Golf Course.
- Expansion of the Boys Ranch.
- Various other improvement projects in county facilities to accommodate the American Disabilities Act.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$5,876,224 consisting of \$666,560 administrative costs, \$3,655,000 in principle payment, and \$1,554,664 in interest payments. Financing is from payments from various user departments (\$4,809,664) and available fund balance of \$1,066,560.

2007-08 PROGRAM INFORMATION

Budget Unit: 2920000 Jail Debt Service

Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: MANDATED-SPECIFIC

001	COP Debt Svc	6,376,224	5,309,664	0	1,066,560	0	0.0	0
Strategic Objective: LJ -- Law and Justice								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								

MANDATED-SPECIFIC Total:		6,376,224	5,309,664	0	1,066,560	0	0.0	0
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FUNDED Total:		6,376,224	5,309,664	0	1,066,560	0	0.0	0
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Funded Grand Total:		6,376,224	5,309,664	0	1,066,560	0	0.0	0
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COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
County Budget Act (1985)

UNIT: Juvenile Courthouse Project-Construction
9279000

FUND: JUVENILE COURTHOUSE
279A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Total Finance Uses	0	0	0	0	0
Means of Financing					
Fund Balance	104,156	0	0	0	0
Total Financing	104,156	0	0	0	0

PROGRAM DESCRIPTION:

- This budget unit provided for the appropriations for the uses of the proceeds of the County of Sacramento 2003 Juvenile Courthouse Certificates of Participation. The bonds were sold in June 2003. The proceeds from the bond issue were used to finance construction of a Juvenile Courthouse facility at the Branch Center. This budget unit was established for payment of all costs associated with this project which includes architectural/design costs, contractor payments, construction management costs, consultants, equipment and other miscellaneous construction costs required to complete the project.

FOR INFORMATION ONLY

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

UNIT: Juvenile Courthouse Project-Debt Service
9280000

FUND: JUVENILE COURTHOUSE PROJECT-DEBT
280A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	7,093	1,489	691,958	494,832	494,832
Other Charges	2,326,039	2,215,941	2,216,238	2,212,238	2,212,238
Interfund Charges	0	0	0	440,000	440,000
Interfund Reimb	-2,314,988	-2,316,238	-2,316,238	-2,218,238	-2,218,238
Total Finance Uses	18,144	-98,808	591,958	928,832	928,832
Means of Financing					
Fund Balance	261,330	591,958	591,958	834,832	834,832
Use Of Money/Prop	244,615	144,066	0	94,000	94,000
Total Financing	505,945	736,024	591,958	928,832	928,832

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the annual lease payments and the Debt Service Reserve Fund for the County of Sacramento 2003 Juvenile Courthouse Project. On April 15, 2003, the Board of Supervisors approved a financing plan for the 2003 Juvenile Courthouse Project Certificates of Participation.
- The financing (\$32,178,972) was executed and closed on June 17, 2003. At the time of sale, \$2,034,250 was deposited as a reserve within this Debt Service Fund. The terms of the agreement authorizing the sale of securities require that this reserve be retained to be used as the final annual lease payment.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$2,707,070 consisting of \$494,832 administrative costs, \$705,000 in principle payment, and \$1,507,238 in interest payments. Financing is from payments from the Courts (\$1,778,238), interest income of \$94,000 and available fund balance of \$834,832.

2007-08 PROGRAM INFORMATION

Budget Unit: 9280000 **Juvenile Courthouse Proj-Debt Service** **Agency:** Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
003	<i>COP Debt Svc</i>	3,147,070	2,218,238	94,000	834,832	0	0.0	0
Strategic Objective: LJ -- Law and Justice								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								
MANDATED-SPECIFIC Total:		3,147,070	2,218,238	94,000	834,832	0	0.0	0
FUNDED Total:		3,147,070	2,218,238	94,000	834,832	0	0.0	0
Funded Grand Total:		3,147,070	2,218,238	94,000	834,832	0	0.0	0

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

FUND: LIABILITY PROPERTY INSURANCE
037A

ACTIVITY: Liability/Property Insurance
UNIT: 3910000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	16,139,381	18,013,411	17,122,982	18,070,880	18,070,880
Total Operating Rev	16,139,381	18,013,411	17,122,982	18,070,880	18,070,880
Service & Supplies	18,459,697	15,955,869	19,232,792	18,902,494	18,902,494
Other Charges	70,203	122,859	236,575	276,162	276,162
Total Operating Exp	18,529,900	16,078,728	19,469,367	19,178,656	19,178,656
Interest Income	435,860	541,193	0	0	0
Other Revenues	1,328,191	1,164,392	2,147,000	1,107,776	1,107,776
Total Nonoperating Rev	1,764,051	1,705,585	2,147,000	1,107,776	1,107,776
Net Income (Loss)	-626,468	3,640,268	-199,385	0	0

PROGRAM DESCRIPTION:

- Sacramento County has been self-insured for Liability and Workers' Compensation Insurance since 1973. The costs of the programs are allocated to all county departments and organizations according to the number of employees and claims experience. Although the Liability and Workers' Compensation programs are self-insured, the County also purchases excess Liability and Workers' Compensation Insurance to cover claims above a self-insured retention of \$2.0 million. Sacramento County also utilizes pooled and group insurance purchasing programs for certain coverage including property, boiler and machinery, aircraft, airport operations and pollution liability.

MISSION:

The mission of the Liability/Property Insurance program is to effectively manage risk and the impact of liability and property losses through the use of self-insurance, excess insurance, specialized insurance policies, contractual risk transfer and the effective and timely handling of claims.

GOALS:

- Continue to expand the Liability/Property Insurance program's involvement with departments through risk and insurance workshops and quarterly/annual claims reviews.

- Provide professional, timely and thorough contract reviews for all departments.
- Administer claims in a fair, timely and effective manner.
- Increase subrogation and insurance recoveries.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Continued to monitor the insurance marketplace for new products that can better protect the County and its customers.
- Continued to increase subrogation efforts.
- Implemented indemnification changes to comply with Assembly Bill 573 requirements.
- Participated in Backup Into Structures Process including revising release forms.
- Implemented procedures to comply with Internal Revenue Service Form 1099 requirements.
- Collaborated with consultant on company's Liability Database Upgrade project.
- Revised and updated Indemnification and Insurance sections of Standard County Construction Specifications.

SIGNIFICANT CHANGES FOR 2007-08:

- Develop an informative brochure for county departments providing an overview of operations and role of the Liability Office and Safety Office.
- Develop a more detailed and functional Liability Office Website.
- Review and update county Transportation policy.
- Continue our participation with the consultant in order to provide end-user input on their new version of the Liability Database Upgrade project.
- Collaborate with the Water Quality Department to ensure our responsiveness to their ever-increasing need for claims information related to sewer losses.

2007-08 PROGRAM INFORMATION

Budget Unit: 3910000 Liability/ Property Insurance

Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: <u>MANDATED-FLEXIBLE</u>						
001	<i>Liability?Property Insurance</i>	19,178,656	0	19,178,656	0	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Provides centralized uniform administration of Liability and Property Insurance claims.								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Centralzed uniform administration of Liability and Property Insurance claims.								
MANDATED-FLEXIBLE Total:		19,178,656	0	19,178,656	0	0	0.0	0
FUNDED Total:		19,178,656	0	19,178,656	0	0	0.0	0
Funded Grand Total:		19,178,656	0	19,178,656	0	0	0.0	0

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

UNIT: Mental Health Debt Service
 9296000

FUND: MENTAL HEALTH DEBT SERVICE
 296A

SCHEDULE 16C
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR: 2007-08

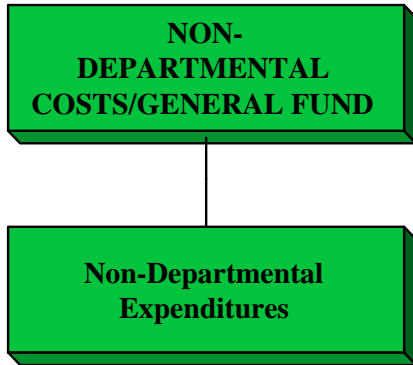
Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Other Charges	6,925	0	0	0	0
Total Finance Uses	6,925	0	0	0	0
Means of Financing					
Fund Balance	6,925	0	0	0	0
Total Financing	6,925	0	0	0	0

PROGRAM DESCRIPTION:

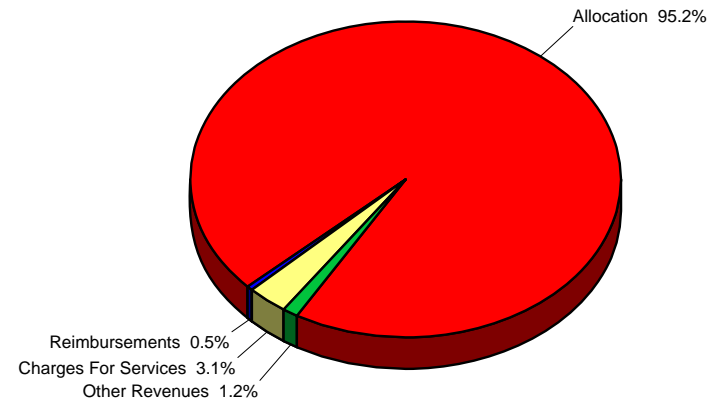
- This budget unit provided for debt service for the 1989 California Health Facilities Financing Authority borrowing (\$5.0 million) which partially financed the County Mental Health Center at 2150 Stockton Boulevard.

FOR INFORMATION ONLY

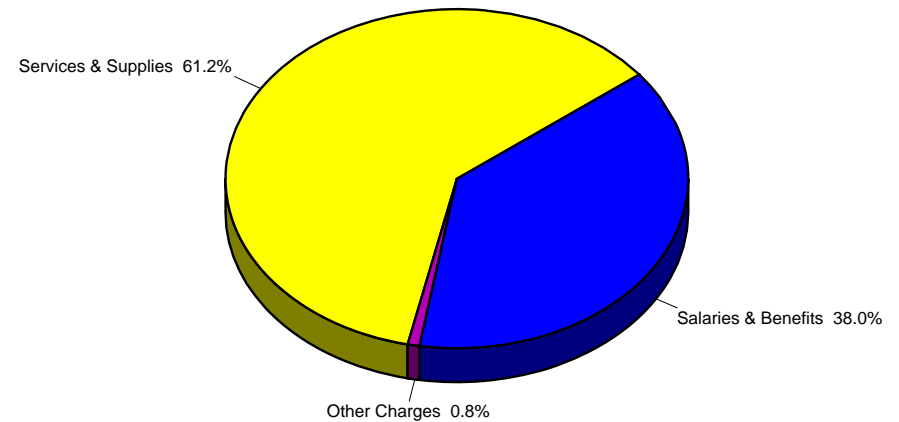
Departmental Structure



Financing Sources



Financing Uses



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

UNIT: 5770000 Non-Departmental Costs/General Fund

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Finance
FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	6,500	11,788	17,010,458	4,473,612	4,473,612
Services & Supplies	4,601,761	4,970,203	6,934,619	7,120,309	6,981,101
Other Charges	120,112	83,088	95,000	95,000	95,000
Interfund Charges	734,293	981,728	501,385	408,473	105,370
Intrafund Charges	169,462	3,486,308	4,450,758	121,500	121,500
SUBTOTAL	5,632,128	9,533,115	28,992,220	12,218,894	11,776,583
Interfund Reimb	-4,588	-2,399	0	0	0
Intrafund Reimb	-50,000	-50,000	-50,000	-55,725	-55,725
NET TOTAL	5,577,540	9,480,716	28,942,220	12,163,169	11,720,858
Revenues	171,077	139,404	510,000	510,000	510,000
NET COST	5,406,463	9,341,312	28,432,220	11,653,169	11,210,858

PROGRAM DESCRIPTION:

- There are two categories of appropriations in the Non-Departmental Costs/General Fund budget unit:
 - Costs associated with mandated contributions and contractual obligations including countywide annual financial audits, economic incentives, contribution to Sacramento Area Council of Governments (SACOG), and transit subsidies.
 - Costs associated with central support of countywide operations which include: central labor costs; Legislative Advocate; youth commission support; service awards; employee recognition; employee campaign; and memberships to statewide and national organizations.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Approximately \$3.2 million in centrally budgeted appropriations were transferred to 15 General Fund departments to help fund terminal pay costs related to the retirement of management employees.
- Approximately \$2.5 million in centrally budgeted appropriations were transferred to the In-Home Supportive Services (IHSS) Provider Payments budget unit to help meet payroll obligations resulting from the new labor agreement with Service Employees International Union-United Healthcare Workers, West (SEIU-UHW) for IHSS caregiver wages and benefits.
- The first Leadership Academy began on January 12, 2007, and concluded on June 15, 2007. The graduates presented results of their projects to the Board of Supervisors on June 19, 2007.
- Labor relations training was provided to over 2,600 county supervisors and managers by consultant.

- On March 13, 2007, the Board of Supervisors approved a ten-year economic incentive agreement.
- The Board of Supervisors approved an increase in the County transit subsidy from \$35 to \$65 towards the purchase of a monthly transit pass for county employees.

SIGNIFICANT CHANGES FOR 2007-08:

- Central labor costs consisting of retirement terminal pay and labor increases are budgeted at approximately \$4.5 million.
- New countywide projects include the American River Parkway Benefit Assessment Project and performance audits for the Planning and Community Development Department, the Environmental Review and Assessment Department and the Voter Registration and Elections Department.

2007-08 PROGRAM INFORMATION

Budget Unit: 5770000 Non-Departmental Costs/General Fund Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED	Program Type: MANDATED-FLEXIBLE						

001	Mandated Contributions	325,000	0	0	0	325,000	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Funding for mandated contributions & contractual obligations								
Countywide Priority: 4 -- General Government								
Anticipated Results: Funding for annual audit, Cost Plan Preparation, Search and Rescue Claims & other obligations								

MANDATED-FLEXIBLE Total:		325,000	0	0	0	325,000	0.0	0
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FUNDED	Program Type: DISCRETIONARY						
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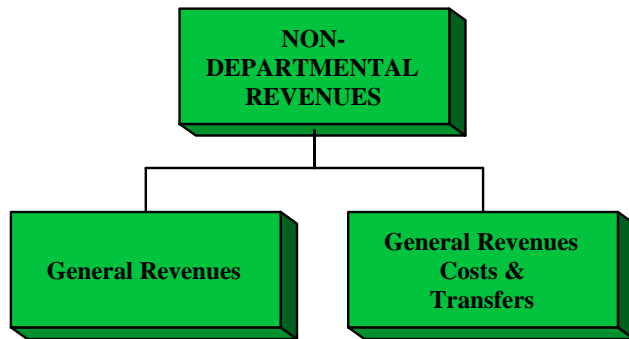
002	Discretionary	11,451,583	55,725	510,000	0	10,885,858	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Central support of countywide operations								
Countywide Priority: 4 -- General Government								
Anticipated Results: Funding for central labor costs, membership dues, commission support, legislative advocate, county program reviews & other countywide operations.								

DISCRETIONARY Total:		11,451,583	55,725	510,000	0	10,885,858	0.0	0
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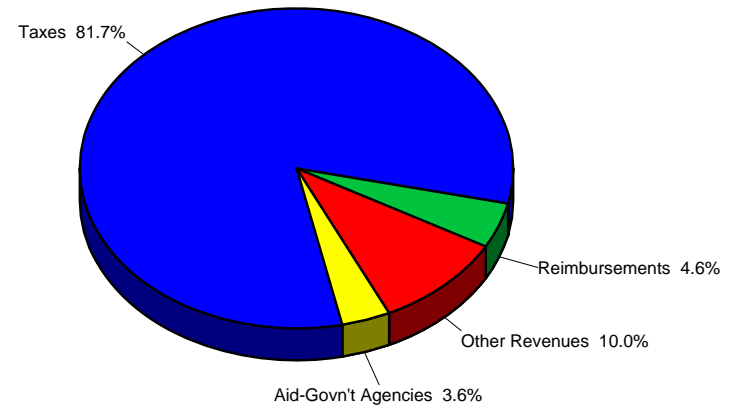
FUNDED Total:		11,776,583	55,725	510,000	0	11,210,858	0.0	0
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Funded Grand Total:		11,776,583	55,725	510,000	0	11,210,858	0.0	0
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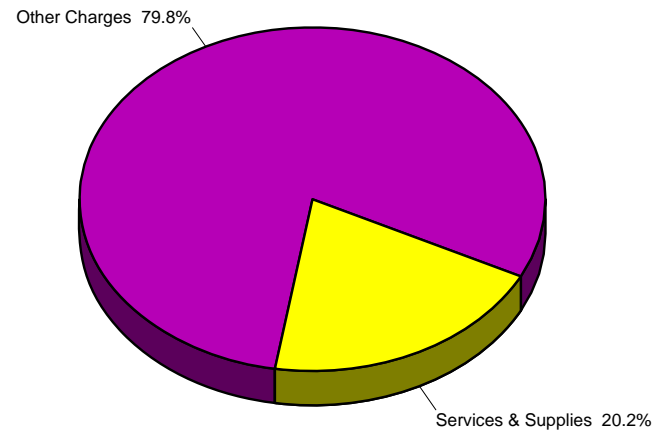
Departmental Structure



Financing Sources



Financing Uses



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

UNIT: 5700000 Non-Departmental Revenues/General Fund

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: GENERAL
ACTIVITY: Finance
FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	644,170	312,197	236,000	236,000	236,000
Other Charges	15,560,691	16,352,222	16,842,230	17,766,250	17,766,250
Intrafund Charges	3,517,185	3,700,302	4,011,931	4,262,551	4,262,551
SUBTOTAL	19,722,046	20,364,721	21,090,161	22,264,801	22,264,801
Interfund Reimb	-19,084,197	-11,797,536	-12,085,114	-23,158,080	-27,430,346
Intrafund Reimb	0	-1,000	0	0	0
NET TOTAL	637,849	8,566,185	9,005,047	-893,279	-5,165,545
Revenues	543,526,006	547,554,305	535,544,566	563,932,962	563,932,962
NET COST	-542,888,157	-538,988,120	-526,539,519	-564,826,241	-569,098,507

PROGRAM DESCRIPTION:

- The major general purpose revenues, such as property taxes, sales tax, vehicle license fees, and the utility tax, not linked to a specific program or activity, are accounted for in this budget unit. These revenues, along with General Fund balance and net reserve changes, are the sources of the net general purpose financing allocations to General Fund departments and the Courts.
- The financing sources include both revenues and transfers from other funds, which show in the budget as negative appropriations.
- Property taxes, sales tax, and vehicle license fees make up 75.0 percent of the total general purpose financing for the County.
- The general purpose revenues come from differing geographic areas. The County's property taxes are derived from the entire county. Sales tax, utility tax, and franchise fees come from the Unincorporated Area only. Vehicle license fees are allocated to the County from a statewide pool on the basis of population and the assessed values of property, not on the basis of fees paid within the County.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- General revenue collections were lower than prior-year levels but exceeded budgeted levels. Overall revenues and transfers-in from other funds were \$11.7 million higher than budgeted levels but \$3.3 million lower than prior-year actual levels. This reduction from prior-year actual levels is due primarily to the one-time repayment of the Vehicle License Fee "gap" loan of \$26.9 million in Fiscal Year 2005-06.
- Property tax-related and Teeter Plan revenues and transfers exceeded prior-year actual levels by \$22.3 million.
- Property Tax In Lieu of Vehicle License Fees were \$0.3 million below budgeted levels.
- Sales and Use Tax revenues and In Lieu Local Sales and Use Tax revenues were \$0.8 million above estimated levels and \$2.1 million above prior-year actual levels. The increase is due primarily to "true-up" payments from the State for prior year collections and payment adjustments due to audit findings.

- The County’s Utility User Tax revenues increased slightly due to one-time payments and adjustments. Actual levels were \$1.0 million higher than prior-year actuals and \$1.8 million higher than estimated levels.

SIGNIFICANT CHANGES FOR 2007-08:

- Property tax-related and Teeter Plan revenues and transfers are estimated to increase by \$18.4 million from prior-year actual levels.
- Property Tax In Lieu of Vehicle License Fees are estimated to be \$8.6 million above prior-year actual levels, an increase of 6.6 percent.
- Sales and Use Tax revenues and In Lieu Local Sales and Use Tax revenues associated with the state’s “Triple Flip” are estimated to increase by \$1.5 million from prior-year actual levels.

- The county’s Utility User Tax is budgeted at \$14.5 million. This represents a reduction of \$1.0 million from prior-year actual levels. This reduction is due to one-time payments received in Fiscal Year 2006-07 that are not expected in Fiscal Year 2007-08.
- Approximately \$4.3 million in one-time funding will be transferred from the Debt Service Funds to the General Fund to help close the \$33.0 million budget gap.

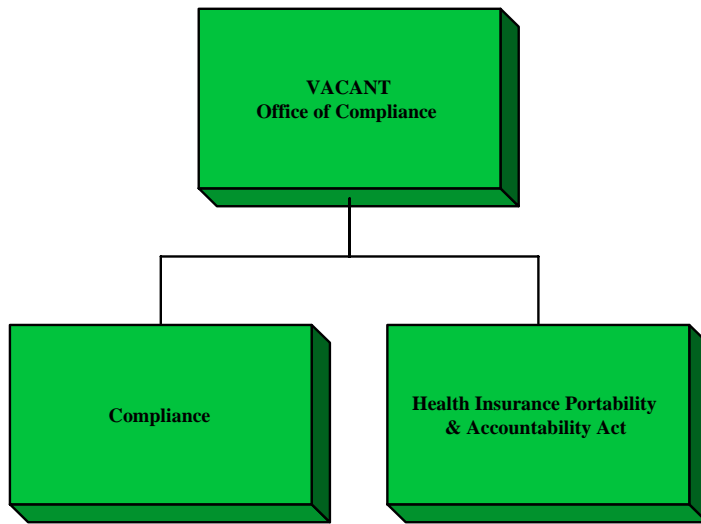
2007-08 PROGRAM INFORMATION

Budget Unit: 5700000 **Non-Departmental Revenues/General Fund** **Agency:** Internal Services

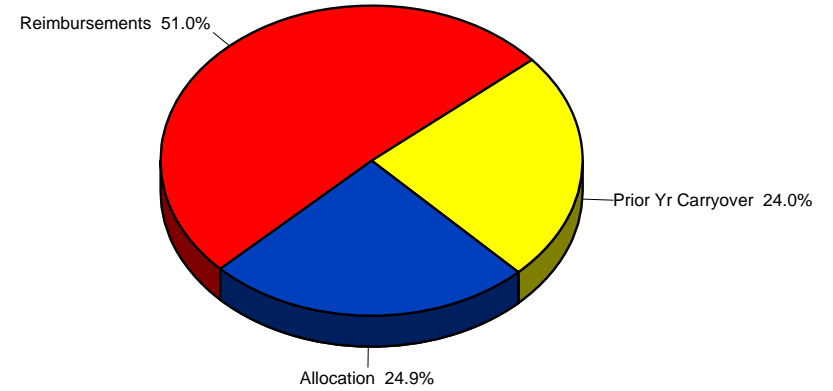
<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
001	General Revenues	22,264,801	27,430,346	563,932,962	0	-569,098,507	0.0	0
	Strategic Objective: IS -- Internal Services							
	Program Description: General Revenues, transfers from other funds, & associated costs							
	Countywide Priority: 4 -- General Government							
	Anticipated Results: County will have the source of net county cost & allocations to General Fund Budget Units							
DISCRETIONARY Total:		22,264,801	27,430,346	563,932,962	0	-569,098,507	0.0	0
FUNDED Total:		22,264,801	27,430,346	563,932,962	0	-569,098,507	0.0	0
Funded Grand Total:		22,264,801	27,430,346	563,932,962	0	-569,098,507	0.0	0

Departmental Structure

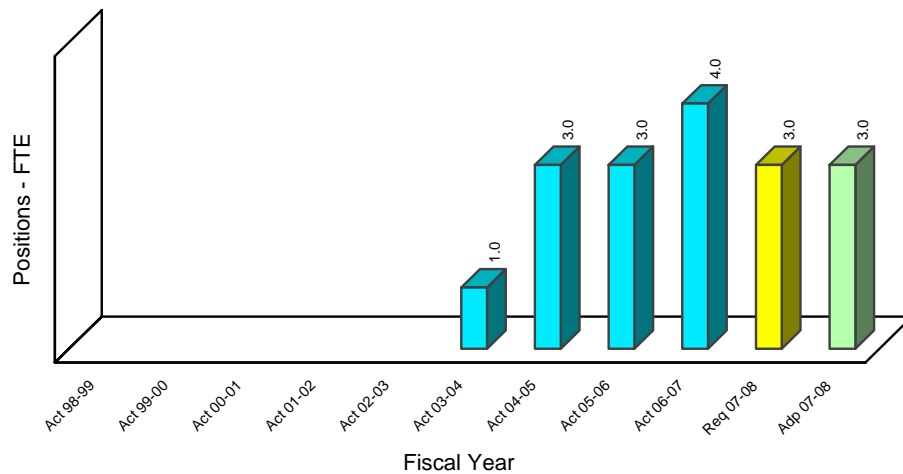
VACANT, Director



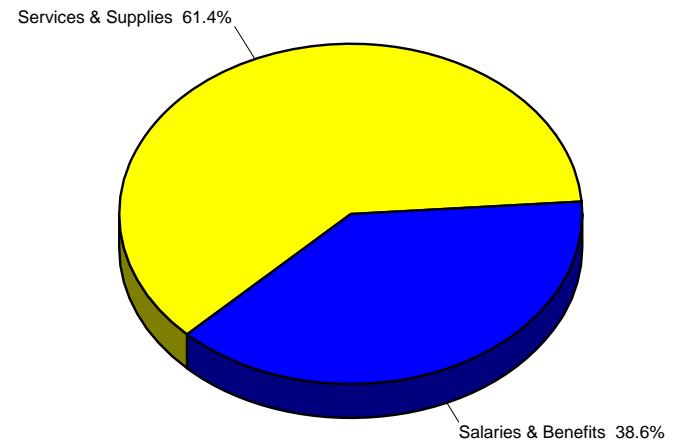
Financing Sources



Staffing Trend



Financing Uses



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

UNIT: 5740000 Office of Compliance

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: PUBLIC PROTECTION
ACTIVITY: Other Protection
FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	254,777	354,623	320,283	249,733	229,874
Services & Supplies	197,771	121,889	225,081	363,290	363,290
Intrafund Charges	527	949	949	1,995	1,995
SUBTOTAL	453,075	477,461	546,313	615,018	595,159
Intrafund Reimb	-461,796	-417,251	-511,639	-303,958	-303,685
NET TOTAL	-8,721	60,210	34,674	311,060	291,474
Prior Yr Carryover Revenues	28,155 4,307	34,674 0	34,674 0	142,999 0	142,999 0
NET COST	-41,183	25,536	0	168,061	148,475
Positions	3.0	4.0	3.0	3.0	3.0

PROGRAM DESCRIPTION:

- In 1996, the United States Congress passed the Health Insurance Portability and Accountability Act (HIPAA). HIPAA mandates compliance with regulations that govern privacy of personal medical information, security and administrative standardization. HIPAA also addresses simplification of standards for health care transactions and billing of federal health care revenues. In September 2003, the Office of HIPAA was established to ensure countywide compliance with the Act. In June 2005, the Department of Compliance was created in order to address increasing mandates of state and federal legislations as well as the need for project management of assigned reviews and audits across agencies and departments and to manage the existing Office of HIPAA. The Director of the Department of Compliance was designated to be the Compliance Officer.

- Additionally, in January 2007, the Board of Supervisors approved the commencement of the Inspector General program within the Department of Compliance. The function of the Inspector General program is to monitor investigations of citizen complaints concerning misconduct by Sheriff's Department employees.
- Effective September 21, 2007, the Department of Compliance was abolished and its functions transferred from the Countywide Services Agency to the Internal Services Agency, Office of Agency Administration.

MISSION:

To protect and uphold the interests of Sacramento County and its citizens related to state and federal mandated requirements. These include, but are not limited to, the Health Insurance Portability and Accountability Act of 1996, Medicaid Managed Care Program Integrity (code of Federal Regulations (CFR) 42, Section 438.608), and the federal Fair and Accurate Credit Transaction Act (FACTA - CFR 16, Section 682). The Department will provide any required coordination or project management for assigned audits, reviews or investigations across the County's agencies and departments.

GOALS:

- Serve as a central point of contact related to all HIPAA mandates, compliance efforts and training within Sacramento County government.
- Provide oversight of county departments' and divisions' efforts to meet federally mandated HIPAA, FACTA, and CFR 42 Section 438.608 requirements within specified timelines. Assure documentation of due diligence and reasonable action efforts in meeting these federal mandates.
- Provide countywide training and compliance support to county departments and divisions where required by state or federal law.
- Enforce compliance of CFR by maintaining a countywide process for receiving, documenting, tracking, investigating, and acting on all complaints.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- The Department of General Services, Procurement Division and the Office of HIPAA continued to work together to identify those current and future countywide contracts that must be amended to include HIPAA Business Associate language. This effort will continue into Fiscal Year 2007-08.
- The Office of HIPAA's first annual report was completed and presented to the HIPAA Steering Committee in March 2007. The report focused on training and outreach efforts, audit findings and recommendations. The recommendations, approved by the HIPAA Steering Committee, included: to increase the frequency of site audits at high risk locations; to retrain the current workforce; to develop a process to ensure the workforce is retrained every two years; and to conduct an updated risk assessment, focusing on new applications and recent facility modifications. The Committee also directed staff pursue the expansion of many security practices, already implemented under HIPAA, to all county departments, to strengthen protections for all county data, regardless of format.
- In January 2007, the Board of Supervisors authorized the Sheriff's Department to commence establishment of an Inspector General program, to be staffed by a newly created Administrative Services Officer I position and independent contractor jointly selected by the Sheriff and the Board of

Supervisors. Oversight of the Inspector General program was to be the responsibility of the Department of Compliance.

SIGNIFICANT CHANGES FOR 2007-08:

- Effective September 21, 2007, the Department of Compliance was abolished and its functions transferred from the Countywide Services Agency to the Internal Services Agency, Office of Agency Administration.
- The Office of Agency Administration will continue to work with the Department of General Services, Procurement Division to identify those current and future countywide contracts that must be amended to include HIPAA Business Associate language.
- Countywide outreach will continue, in order to educate the workforce on the importance of safeguarding sensitive data.
- The Office will complete a new risk assessment of all HIPAA covered components, focusing on new data applications and recent modifications to facilities that might impact security.
- The selection of Lee Dean as Inspector General was approved by the Board of Supervisors in September 2007 after a nationwide search was conducted. The Inspector General will monitor investigations of citizen complaints concerning misconduct by Sheriff's Department employees and will have broad oversight powers, including the evaluation of the overall quality of law enforcement, custodial and security services. The Inspector General will monitor all high profile or serious complaint cases, advising the Sheriff if they appear incomplete or deficient. Additionally, the Inspector General will produce an annual report to the Sheriff, Board of Supervisors and County Executive containing statistical information, including number of complaints filed, sustained, actions taken and an analysis of trends and patterns. The Inspector General will also: serve as a liaison to complainants; conduct presentations in various community forums; and provide information on pending and completed investigations within the legal and ethical limits of confidentiality.

STAFFING LEVEL CHANGES FOR 2007-08:

- The following 1.0 position was transferred to Internal Services Agency: 1.0 Director of Compliance
- The following 1.0 position was added for the Inspector General Program: 1.0 Administrative Services Officer I

PERFORMANCE MEASURES:

OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
1. HIPAA covered component workforce is trained in the federal regulations to achieve a high degree of public satisfaction with health information protections implemented by the County of Sacramento. (Strategic Objective #12)	Percent of civil service personnel that are trained	90.12%	100.0%	93.0%	100.0%
2. Ensure compliance with HIPAA safeguards to achieve a high degree of public satisfaction with health information protections mandated by federal law. (Strategic Objective #12)	Percent of sites that successfully pass an audit of administrative, technical, and physical safeguards.	95.0%	100.0%	95.0%	100.0%
3. Investigate and resolve any allegations regarding privacy or security violations of a client's protected health information to achieve a high degree of public satisfaction with the quality and timeliness of response by the County of Sacramento. (Strategic Objective #12)	Number of complaints initially investigated by the Department of Compliance that result in an investigation by the Office of Civil Rights and are deemed in violation of the law.	--	--	--	--
4. Provide thorough, impartial and independent investigation and oversight of citizen complaints concerning alleged misconduct by the Sacramento County Sheriff's Department employees, in order to achieve a high degree of public satisfaction with the quality and timeliness of response. (Strategic Objective #12)	Number of complaints investigated or monitored by the Inspector General that the County of Sacramento Board of Supervisors and the Sheriff conclude have not been handled appropriately or with timeliness.	PB*	--	--	--

* Pre Baseline

2007-08 PROGRAM INFORMATION

Budget Unit: 5740000 Office of Compliance Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles	
FUNDED	Program Type: MANDATED-FLEXIBLE							
001 HIPAA	308,697	303,685	0	5,012	0	2.0	0	
Strategic Objective: HS4- Public Health and Safety Program Description: Protection of Personal Information Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations Anticipated Results: 100% of HIPAA covered components will successfully pass an audit of administrative, technical, and physical safeguards, resulting in a high degree of public satisfaction with health information protections mandated by federal law.								
MANDATED-FLEXIBLE Total:		308,697	303,685	0	5,012	0	2.0	0

FUNDED	Program Type: DISCRETIONARY							
002 Insp. Gen.	286,462	0	0	137,987	148,475	1.0	0	
Strategic Objective: LJ2-- Law and Justice Program Description: Ensure Fair and Complete Investigations of Citizen Complaints re: Sheriff's Department personnel Countywide Priority: 1 -- Discretionary Law Enforcement Anticipated Results: The Office of Inspector General will conduct a thorough, impartial and independent investigation of 100% of high profile complaints.								
DISCRETIONARY Total:		286,462	0	0	137,987	148,475	1.0	0

FUNDED Total:		595,159	303,685	0	142,999	148,475	3.0	0
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Funded Grand Total: 595,159 303,685 0 142,999 148,475 3.0 0

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

UNIT: Pension Obligation Bond-Int Rate Stabilization
9311000

FUND: PENSION BOND-INT RATE STABILIZATION
311A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Total Finance Uses	0	0	0	0	0
Reserve Provision	158,444	811,936	811,936	747,648	747,648
Total Requirements	158,444	811,936	811,936	747,648	747,648
Means of Financing					
Fund Balance	158,444	529,149	529,149	497,648	497,648
Use Of Money/Prop	529,149	780,435	282,787	250,000	250,000
Total Financing	687,593	1,309,584	811,936	747,648	747,648

PROGRAM DESCRIPTION:

- The County of Sacramento Taxable Pension Funding Bonds Series 1995 were sold in June 1995 and closed in July 1995. The proceeds from the bond issue were utilized to pay the Unfunded Accrued Actuarial Liability owed by the County to the Sacramento County Employees' Retirement System as of July 5, 1998. Most of the bonds are fixed-interest rate bonds (\$404,060,207.55). Approximately one-quarter of the bonds (\$134,000,000) are variable-interest rate bonds. The variable-rate portions of the bonds were sold with an initial marketing term of three years; therefore, the rate for those bonds was fixed until Fiscal Year 1998-99.
- This budget unit provides for interest earnings on the Pension Obligation Bond-Debt Service Fund (Budget Unit 9313000). In the Pension Obligation Bond Trust Indenture, the County has covenanted to use the proceeds from

interest earnings on the Debt Service Fund to purchase interest rate "cap" contracts on the variable-rate portion of the bonds, to make up the difference between the early set aside of funds in the Debt Service Fund and actual debt service, and/or to mitigate budgetary impact from high variable-rate interest rates by withdrawing funds from this fund and utilizing them for any lawful purpose of the County. At this time, it is expected that the interest rate earnings from the Debt Service Fund will accumulate in this fund. The County's exposure to higher interest rate risk could easily exceed the projected balance of this fund, but the balance of this fund would be available to offset the possibility of higher interest costs.

- On March 18, 1997, by Resolution Number 97-0253, the Board of Supervisors approved an amendment to the original Pension Obligation Bond Resolution which provided additional flexibility for the County to execute an interest rate swap. The swap transaction fixed the interest rate on the \$134.0 million variable rate Pension Obligation Bonds for a three-year period beginning July 1, 1998, and ending July 1, 2001. The interest swap agreement financing was executed and closed on March 18, 1997.
- On June 17, 2003, by Resolution Number 2003-0768, the Board of Supervisors approved the restructuring of the 1995 Pension Obligation Bonds, Series B and C Variable Rate Bonds (\$134,000,000) to provide significant budgetary relief over the next three to seven years during which the County is expected to experience significant budgetary stress. The restructuring provided near-term budgetary relief in the form of a premium payment from the swap provider (\$8,072,500) but there was an overall net cost to the transaction due to the additional debt service added-on beginning in Fiscal Year 2011-12 and terminating on July 1, 2022. The restructuring swap transaction fixed interest rate is 5.935 percent.

SUPPLEMENTAL INFORMATION:

- The funding for this budget unit is provided through anticipated interest earnings on the Pension Obligation Bond-Debt Service Fund and available fund balance. For this fiscal year estimated interest earnings are \$250,000 and fund balance is \$497,648. This funding will be placed in a Reserve for Interest Rate Mitigation in this fund.

2007-08 PROGRAM INFORMATION

Budget Unit: 9311000 POB Interest Rate Stabilization Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
002	POB	747,648	0	250,000	497,648	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: accumulate interest earnings on Pension Obligation debt service fund								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Account for interest earning on Pension Obligation debt service separately								
MANDATED-SPECIFIC Total:		747,648	0	250,000	497,648	0	0.0	0
FUNDED Total:		747,648	0	250,000	497,648	0	0.0	0
Funded Grand Total:		747,648	0	250,000	497,648	0	0.0	0

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

UNIT: Pension Obligation Bond-Debt Service
9313000

FUND: PENSION OBLIGATION BOND-DEBT SERVICE
313A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Services & Supplies	442,591	465,008	4,788,756	5,390,676	5,390,676
Other Charges	21,205,123	31,633,252	31,660,784	42,540,984	42,540,984
Interfund Reimb	-22,407,790	-32,917,790	-32,917,790	-43,422,790	-43,422,790
Total Finance Uses	-760,076	-819,530	3,531,750	4,508,870	4,508,870
Means of Financing					
Fund Balance	2,771,674	3,531,750	3,531,750	4,508,870	4,508,870
Other Revenues	0	157,590	0	0	0
Total Financing	2,771,674	3,689,340	3,531,750	4,508,870	4,508,870

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the annual debt service and related financial services costs, including costs of issuance, for the County of Sacramento Taxable Pension Funding Bonds Series 1995. The bonds were sold in June 1995 and closed in July 1995. The proceeds from the bond issue were utilized to pay the Unfunded Accrued Actuarial Liability owed by the County to the Sacramento County Employees' Retirement System as of July 5, 1995. Most of the bonds are fixed-interest rate bonds (\$404,060,207.55). Approximately one-quarter of the bonds (\$134,000,000) are variable-interest rate bonds. The variable-rate portions of the bonds were sold with an initial marketing term of three years; therefore, the rate for those bonds was fixed until Fiscal Year 1998-99.
- On March 18, 1997, by Resolution Number 97-0253, the Board of Supervisors approved an amendment to the original Pension Obligation Bond Resolution which provided additional flexibility for the County to execute an interest rate swap. The swap transaction fixed the interest rate on the \$134.0 million variable rate Pension Obligation Bonds for a three-year period beginning July 1, 1998, and ending July 1, 2002 at 6.169 percent, below the first three years'

level of 6.195 percent. The swap counterparty has opted to extend the swap through July 1, 2007. The interest swap agreement financing was executed and closed on March 18, 1997.

- Debt service on the bonds began on August 15, 1995, and the County is required to deposit the anticipated annual debt service into this fund by July 31 of each fiscal year.
- On June 17, 2003, by Resolution Number 2003-0768, the Board of Supervisors approved the restructuring of the 1995 Pension Obligation Bonds, Series B and C Variable Rate Bonds (\$134,000,000) to provide significant budgetary relief over the next three to seven years during which the County is expected to experience significant budgetary stress. The restructuring provided near-term budgetary relief in the form of a premium payment from the swap provider (\$8,072,500) but there was an overall net cost to the transaction due to the additional debt service added-on beginning in Fiscal Year 2011-12 and terminating on July 1, 2022. The restructuring swap transaction fixed interest rate is 5.935 percent.

SUPPLEMENTAL INFORMATION:

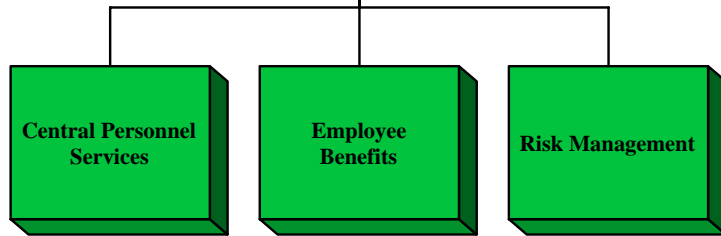
- Total requirement for this fiscal year is \$47,931,660 consisting of \$5,390,676 for ongoing financial services costs (Letter of Credit fees, Trustee fees, rating agency fees), \$18,621,181 in principal payments and \$23,919,803 in interest payments. Financing is from payments from departments (\$43,422,790), and available fund balance of \$4,508,870.

2007-08 PROGRAM INFORMATION

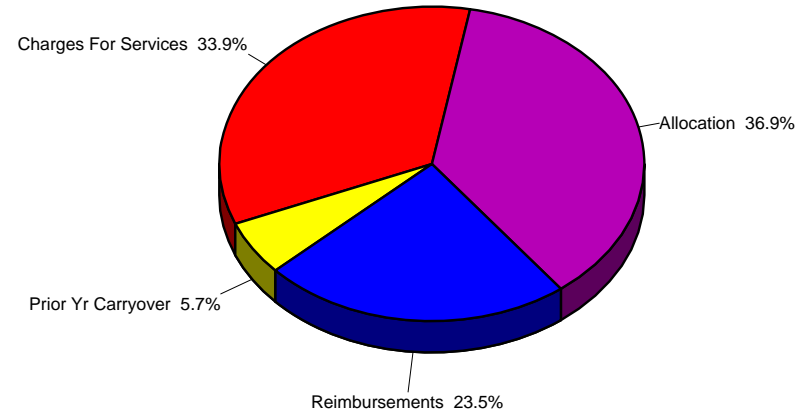
Budget Unit: 9313000 Pension Obligation Bond-Debt Service		Agency: Internal Services						
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
003	POB	47,931,660	43,422,790	0	4,508,870	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Make accurate and timely debt service payments								
MANDATED-SPECIFIC Total:		47,931,660	43,422,790	0	4,508,870	0	0.0	0
FUNDED Total:		47,931,660	43,422,790	0	4,508,870	0	0.0	0
Funded Grand Total:		47,931,660	43,422,790	0	4,508,870	0	0.0	0

Departmental Structure

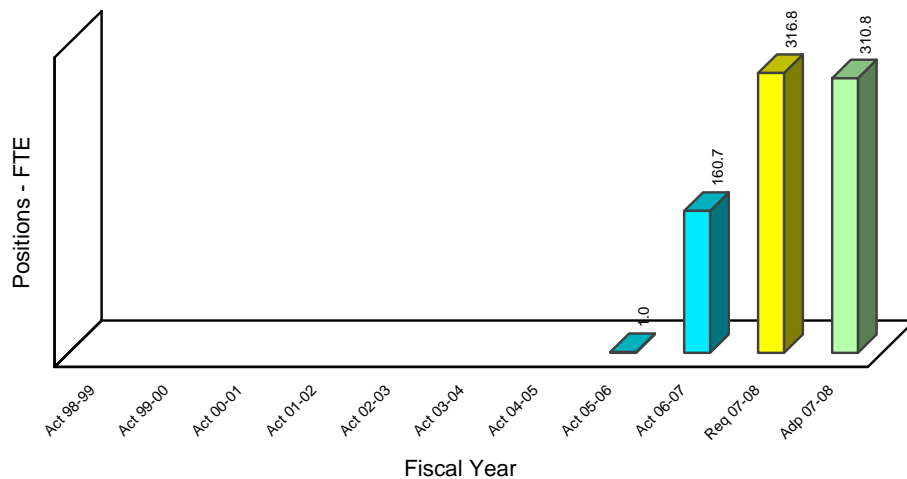
DAVID DEVINE, Director



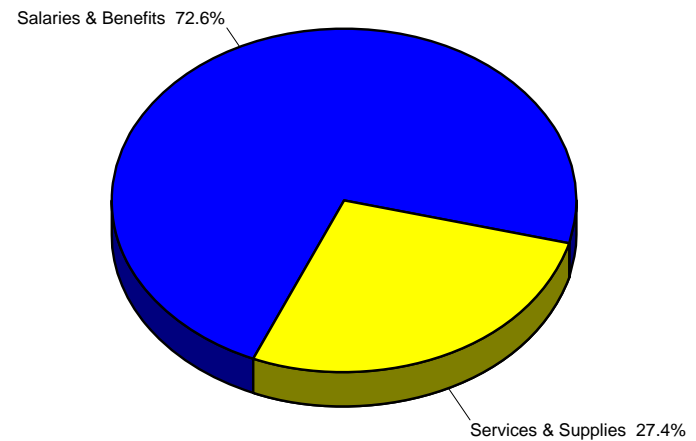
Financing Sources



Staffing Trend



Financing Uses



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

UNIT: 6050000 Personnel Services
 DEPARTMENT HEAD: DAVID DEVINE

SCHEDULE 9
 BUDGET UNIT FINANCING USES DETAIL
 FISCAL YEAR: 2007-08

CLASSIFICATION
 FUNCTION: GENERAL
 ACTIVITY: Personnel
 FUND: GENERAL

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Salaries/Benefits	0	13,817,711	14,436,596	16,226,002	15,602,134
Services & Supplies	0	3,871,295	4,467,098	4,584,972	4,579,244
Other Charges	0	0	5,000	5,000	5,000
Intrafund Charges	0	1,237,234	1,304,244	1,305,254	1,305,254
SUBTOTAL	0	18,926,240	20,212,938	22,121,228	21,491,632
Interfund Reimb	0	-19,285	0	0	0
Intrafund Reimb	0	-1,955,313	-1,987,389	-5,051,522	-5,051,522
NET TOTAL	0	16,951,642	18,225,549	17,069,706	16,440,110
Prior Yr Carryover	0	1,622,758	1,622,758	1,230,393	1,230,393
Revenues	0	9,967,054	10,058,950	7,280,717	7,280,717
NET COST	0	5,361,830	6,543,841	8,558,596	7,929,000
Positions	1.0	160.7	160.7	316.8	310.8

PROGRAM DESCRIPTION:

The Department of Personnel Services is responsible for providing central personnel, employee benefits, and risk management services. The work activities of the Department include:

- Administering the County Classification Plan, developing county job classification specifications, collecting salary information, and recommending salaries for county classes.
- Designing job-related examinations for county classes, administering county civil service examinations, and certifying eligible candidates for employment.
- Providing pre-employment physical examinations for new county employees; providing consultation to the Employee Retirement Fund and the Workers' Compensation Fund; and monitoring employee health and safety programs.
- Managing contracts and administering employee benefits programs: employee and retiree health and dental plans; Consolidated Omnibus Reconciliation Act; Dependent Care Assistance Program; Employee Assistance Program; Internal Revenue Service Section 125 Cafeteria Plan; Employee Life Insurance; Family Medical Leave Act; Taxable Equity Financial Responsibility Act; and Deferred Compensation (Internal Revenue Code Section 457).
- Managing college education at the worksite (County Campus), skills-based training programs, and employee development services; providing support for the Customer Service and Quality movement in the County; and providing countywide and department-specific training services.

- Processing personnel and payroll transactions, including the processing of employees into and out of county service, processing and screening of payrolls, and administering State Disability Insurance payroll integration.
- Providing training and technical assistance to county agencies and departments and coordinating compliance with laws that prohibit discrimination against persons with disabilities; providing staff and administrative support to the County's Disability Advisory Committee and subcommittees.
- Providing Equal Employment recruiting and monitoring; providing staff assistance to the County's Equal Employment Opportunity Committee; advising county agencies and departments on Equal Employment policies; and representing the County and assisting county agencies and departments in responding to state and federal Equal Employment Opportunity compliance agencies.
- Administering the Unemployment Insurance program; Liability/Property Insurance program; county's Safety/Accident Prevention and Industrial Hygiene programs; and county's Workers' Compensation Insurance program.

MISSION:

The Department of Personnel Services provides quality personnel services to county departments and the community in a fair, timely, and equitable manner, and provides risk management services and employee benefits programs that protect the County's financial and human resources

GOALS:

- Maintain an open, welcoming environment for current and prospective county employees.
- Integrate automated recruitment, application, and hiring procedures to streamline the hiring process.
- Improve outreach to under-represented groups.
- Improve career development opportunities for county employees.
- Provide accurate and timely central personnel services.
- Administer employee benefits and risk management programs in response to countywide workforce changes.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Implemented organizational and cultural changes recommended by the Human Resources Service Delivery review:
 - Consolidated countywide human resources functions into the Department of Personnel Services (DPS) including the transfer of 142.3 positions from other county departments to DPS and the addition of 8.0 new positions.
 - Reorganized DPS into three functional divisions:
 - The Department Services Division consisting of five units representing all county departments and handling employee issues specific to the department.
 - The Employee Services Division consisting of Leadership and Organizational Development, Personnel Actions and Employment Services.
 - The Regulatory Services Division consisting of Disability Compliance, Equal Employment Opportunities, Risk Management, Safety, Workers' Compensation, Employee Benefits and Employee Health.
- Provided training in the areas of:
 - Time sheet entry and pay stub view (Employee Self-Service).
 - Comprehensive Online Management Personnel and Accounting System (COMPASS) modules (e.g. Hiring, Termination).
 - COMPASS Human Resource Service Package/Legal Change Package.
 - Ethics training (Assembly Bill 1234) for approximately 500 elected officials in 22 sessions.
 - Labor relations training for approximately 1,100 supervisors and managers.
 - Sexual Harassment Prevention training. A module was developed for supervisors and managers and offered through the Introduction to Supervision course series in addition to (AB 1825) training provided by an outside vendor for approximately 1,000 supervisors and managers.
 - Diversity training for new county supervisors.
- Held a graduation ceremony for the first Leadership Academy class in the spring of 2007. Twenty-four county managers graduated from the first class. The second class started in April 2007 with a total participation of 48 managers.
- Implemented negotiated contract changes in the Personnel/Payroll system for 29 separate representation units, four unrepresented units, and 700 former employees. The changes included basic pay, Cost of Living Allowance (COLA), equity adjustments, special pay types, and new/changed wage differentials.

- Implemented processes/procedures to improve efficiency in processing Salary Resolution Amendments (SRAs) and position control information including automated approval routing and same day initiation of approved SRAs.
 - Offered a new premium Retiree Dental Plan and added additional dependent eligibility for Retiree Dental. The new premium plan allows retirees to purchase a higher level of benefit and reduce the out of pocket amounts owed to the dental plan provider. The County continues to contribute \$25 towards the cost of the retiree only premium. Any additional premium cost is borne by the retiree.
 - Developed and implemented a 401(a) Deferred Compensation program for unrepresented management. The County will provide an employer match of up to 1.0 percent of the employee's salary providing the employee is participating in the County's 457(b) Deferred Compensation Plan and investing at least 1.0 percent of their salary.
 - Developed and implemented a Retirement Health Savings Plan to provide tax-free savings during employment that must be used for the payment of premiums and other qualified medical expenses post employment. The County contributes \$25 each pay period for each eligible employee. Employees are not allowed to contribute to the plan. Contributions are invested in International City/County Management Association-Retirement Contribution Vantagepoint Mutual Fund series based on the employee investment option selections.
 - Conducted quarterly Americans with Disabilities Act/Federal Equal Housing Authority training sessions for Department Coordinators and Joint Powers Authority Coordinators to keep them abreast of the policies and procedures for providing Reasonable Accommodations to employees and any legal updates.
 - Continued efforts to minimize impacts of changes in state Affirmative Action laws on federal Equal Employment Opportunity (EEO) requirements imposed on federal grants and other funds which require EEO plans in order to establish or maintain eligibility for those grants or other funds.
 - The Safety Office provided training including:
 - Medical Professional/Basic Life Support training for all employees who are required to maintain those credentials as a matter of profession and employment.
 - Establishing a Professional Safety Institute to provide for professional development training for all County Safety professionals at county worksites.
 - Conducting and/or supporting respiratory protective equipment fit testing programs for county departments.
 - Safety training and outreach programs to improve departmental relations and provide more direct proactive services.
 - Provided pre-employment physical examinations to meet the mass hiring needs of the Sheriff's Department, Human Assistance, Probation, Child Support Services, and Sacramento Employment and Training Agency (SETA) without invoking off-hour pre-employment physical option.
 - Participated in improvement of the Disability Retirement application process by providing timely medical reports within one week period upon receipt of medical information.
- SIGNIFICANT CHANGES FOR 2007-08:**
- Implement necessary system changes related to the human resource consolidation/reorganization including development of a method to share costs of the consolidated functions countywide.
 - Employee Services will look at ways to increase efficiency including:
 - Finalizing and implementing an annual class and exam plan based on the enhanced service delivery model.
 - Streamlining practices and procedures to expedite the overall hiring process.
 - Expanding the use of applicant self-scheduling, computer-based testing, and electronic notification of exam results.
 - Participate in the planning, development and implementation activities in preparation of the SAP/COMPASS upgrade scheduled for 2008.
 - Develop and implement a consolidated COMPASS Master Data team that will support the County's Personnel and Payroll processing.
 - Training will be expanded to include:
 - 90.0 percent of all employees utilizing Employee Self Service (ESS) time entry and pay stub viewing.
 - Implementation of three new Human Resource Information System training courses and present to departmental staff.
 - Implementation of a countywide Customer Service Academy, scheduling 15 training classes with approximately 525 participants.
 - Two more Leadership Academies to train approximately 50 managers.
 - A countywide needs assessment to identify and analyze the training and career development needs of county employees. Implement training and/or career development activities based on the results of the Needs Assessment in the spring 2008.
 - Implementation of an online Sexual Harassment Prevention training program (AB 1825) as an alternative to classroom training.
 - Development and implementation of Powered Industrial Truck Operator, Heavy Equipment Operator, Aerial Lift Operator and

comprehensive Defensive Driver Training programs “in-house” to eliminate costly annual vendor fees for all county departments.

- The Benefits Office will implement several changes to the County Health Plans. The Blue Cross health plan options have been eliminated and other health plans consolidated. New options include two high deductible plans coupled with health savings accounts. Employees can choose the high deductible health plans with reduced premiums and be able to contribute to a health savings account which can be used to pay for medical and prescription costs attributed to the deductible amounts of the health plan.
- The Benefits Office will investigate, analyze and make recommendations regarding self-funding the employee dental and vision plans.
- Complete the countywide self-evaluation program to assess access to all county programs by persons with disabilities and begin a five-year transition plan to bring all county facilities and programs into Americans with Disabilities Act compliance.

STAFFING LEVEL CHANGES FOR 2007-08:

- Administrative additions, deletions, and/or reclassifications resulting in a net zero change in positions consist of the following:

Added Positions:

Personnel Analyst	1.0
Senior Personnel Analyst	<u>1.0</u>
Total	2.0

Deleted Positions

Administrative Services Officer 1	1.0
Administrative Services Officer 2	<u>1.0</u>
Total	2.0

- The following Net 150.1 position changes due to the reorganization of human resource functions resulted in the transfer of 142.3 positions from various departments, the addition of 8.0 new positions and the deletion of 0.2 positions as follows: added 4.0 Administrative Services Officer 1, 1.0 Administrative Services Officer 2, 2.0 Administrative Services Officer 3, 6.0 Human Resources Manager 1, 1.0 Human Resource Manager 1 Limited Term, 6.0 Human Resource Manager 2, 1.0 Human Resource Manager 2 Limited Term, 5.0 Human Resource Manager 3, 5.0 Office Assistant 2 confidential, 4.0 Office Specialist 2 confidential, .8 Office Specialist, 12.5 Personnel Analyst, 1.0 Personnel Services Division Chief, 37.0 Personnel Specialist 2, 21.0 Personnel Technician, 3.0 Principal Human Resource Analyst, 5.0 Safety Specialist, 2.0 Secretary confidential, 2.0 Senior Office Assistant confidential, 21.0 Senior Personnel Analyst, 6.0 Senior Personnel Specialist, 1.0 Senior Safety Specialist, 1.0 Senior Training & Development Specialist, 1.0 Supervising Personnel Specialist, 1.0 Training & Development Specialist 2, and the deleted position is 0.2 Senior Personnel Analyst.

PERFORMANCE MEASURES:

Employment Office					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
Vacant county positions may be filled with qualified employees in a timely manner.	Number of classes (with vacant positions) that have a current eligibility list	64.0%	90.0%	76.0%	90.0%
Employee Health					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
Ensure the safety, health, and wellness of County employees.	Number of pre-employment physical examinations performed	1,716	1,800	1,871	1,900
	Average number of work days between appointment request and appointment	4.2	4.0	3.3	3.0
	Average number of work days between examination and communication of results	4.8	4.0	3.5	3.2

Employee Benefits					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
Benefit programs that are valued by employees and retirees.	Number of employees enrolled in medical plans	13,402	12,600	12,814	12,600
	Number of retirees enrolled in medical plans	4,700	4,900	4,698	4,500
Deferred Compensation					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
Employees are financially prepared for retirement.	Percentage of employees actively participating in the deferred compensation plan	54.0%	56.0%	55.0%	57.0%
Leadership & Organizational Development					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
County employees have the opportunity to pursue skills training and professional development in a continuous learning environment.	Number of separate class titles available (includes Supervisory Program I and anticipated Supervisory II – does not include Leadership Academy – courses are not taken separately)	33	44	30	35
	Percent of employees rating Leadership & Organizational Development training courses with a 4.5 or better	PB *	PB	PB	85.0%
Personnel Actions					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
The Unemployment Insurance program is administered in a fair, equitable, and prudent manner.	Amount of claims disputed by County receiving a favorable determination from the Employment Development Department (EDD)	54.0%	75.0%	81.0%	85.0%

Disability Compliance					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
Qualified county employees with disabilities receive a reasonable accommodation in a timely manner to enable them to continue to participate in the County's workforce.	Average time (in work days) from initial request to recommendation of effective and appropriate accommodation	PB	PB	64	48
Equal Employment Opportunity					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
County employment practices and procedures are uniform and fair.	Time required (in days) to complete the investigation complaints that have been determined to be EEO-related	PB	PB	PB	70.0% ≤ 90.0
	Number of County employees receiving training on EEO-related issues	PB	PB	PB	+10.0%
Risk & Loss Control / County Safety Office					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
The County's financial assets are well-managed.	Percent of department contracts reviewed to assure transfer of risk	PB	PB	PB	100.0%
Programs that promote a healthy, safe and productive work environment for County employees.	Number of County-leased facilities inspected for safety	PB	PB	PB	10
	Increase in number of employees trained in safe work practices	PB	PB	PB	+5.0%
Workers' Compensation					
OUTPUTS/ OUTCOMES	PERFORMANCE MEASURES	Actual 2005	Target 2006	Actual 2006	Target 2007
Qualified employees receive Workers' Compensation benefits in a timely and accurate manner.	Percent of timely benefits	PB	PB	PB	95.0%

* Pre-Baseline

2007-08 PROGRAM INFORMATION

Budget Unit: 6050000 Personnel Services

Agency: Internal Services

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-FLEXIBLE						
001	DPS Administration	1,543,640	1,095,284	448,356	0	0	11.0	0
Strategic Objective: IS -- Internal Services Program Description: Administer the Department of Personnel Services Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations Anticipated Results: Policy direction for and facilitation of services provided by Personnel Services. Requests for services acknowledged within 1 business day.								
002	Employment Office	4,938,730	0	92,533	821,207	4,024,990	114.1	0
Strategic Objective: IS -- Internal Services Program Description: Develop & administer fair & equitable exams; provide accurate certification lists Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations Anticipated Results: Selection processes are conducted fairly, timely and professionally based upon merit principles, civil service rules and professional standards. 50% of hiring lists established within 115 days of project start.								
003	Employee Health	1,253,474	927,850	325,624	0	0	7.7	0
Strategic Objective: IS -- Internal Services Program Description: Provide pre-employment physicals, drug testing, immunizations Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations Anticipated Results: Identify applicants/employees with medical conditions requiring modification of task assignments and/or correction of physical conditions. Complete physical within 5 days of request.								
004	Employee Benefits	3,073,269	2,275,336	797,933	0	0	13.8	0
Strategic Objective: IS -- Internal Services Program Description: Administer multiple employee/retiree benefit programs Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations Anticipated Results: Administer negotiated benefits programs that aid recruitment and retention of employees. Above average rating; annual employee surveys; no legal violations.								

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-FLEXIBLE						
005	<i>Deferred Compensation</i>	436,988	0	436,988	0	0	3.2	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Administer employees' 457 plan (Deferred Compensation program)						
	Countywide Priority:	0 -- Mandated Countywide/Municipal or Financial Obligations						
	Anticipated Results:	Effect the administration of a voluntary program that provides retirement, disability and death benefits for employees who choose to participate. Customer inquiries responded to within 2 business days.						
006-E	<i>Leadership & Organizational Development</i>	373,449	0	0	17,049	356,400	1.5	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	AB 1825 training						
	Countywide Priority:	0 -- Mandated Countywide/Municipal or Financial Obligations						
	Anticipated Results:	Conduct mandatory sexual harassment training for 5,500 supervisors and managers to comply with state law.						
006-F	<i>Leadership & Organizational Development</i>	14,167	0	0	3,410	10,757	0.2	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	AB 1234 training						
	Countywide Priority:	0 -- Mandated Countywide/Municipal or Financial Obligations						
	Anticipated Results:	Conduct 2 to 3 mandatory ethics training sessions for all new elected officials and members of the County's legislative bodies to comply with state law.						
007	<i>Personnel Actions</i>	2,976,174	0	92,534	388,727	2,494,913	97.8	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Process personnel & payroll actions						
	Countywide Priority:	0 -- Mandated Countywide/Municipal or Financial Obligations						
	Anticipated Results:	Compliance with federal, state and County labor laws, ordinances and agreements for SDI integration, donated leave, position control, salary resolutions and employee records. 98% of all activities in compliance each pay period.						
008	<i>Unemployment Insurance Personnel</i>	123,867	0	123,867	0	0	1.2	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Personnel portion of Unemployment Insurance Program						
	Countywide Priority:	0 -- Mandated Countywide/Municipal or Financial Obligations						
	Anticipated Results:	Staffing for the Unemployment Insurance program. 98% of claims are valid (according to the Unemployment Insurance Code) and processed timely.						

Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-FLEXIBLE						
009	Liability Personnel	755,211	0	755,211	0	0	7.7	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Personnel portion of Liability/Property Insurance program</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Staffing for Liability/Property Insurance program. 10% reduction in annual number of claims; 5% reduction in total annual claims costs.</p>								
010	Disability Compliance	406,386	0	406,386	0	0	3.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Coordinate implementation of Americans with Disabilities Act</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Compliance with disability laws to ensure disabled citizens/employees access to County programs, services, & facilities. 98% accommodation requests responded to within 5 working days. County programs, services, facilities are accessible.</p>								
011	Equal Employment	492,104	0	492,104	0	0	3.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Diversity & sexual harassment prevention training; investigate complaints</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Ensure County workforce receives updated diversity/sexual harassment training; new employees attend within 6 months of hire. Respond to all complaints/inquiries within three business days; complete all investigations within 60 days.</p>								
012	County Safety Office	995,043	753,052	241,991	0	0	6.3	2
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Promote accident/illness prevention; evaluate workplace</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: A safe workplace for County employees; OSHA compliance; reduced County liability. 5% reduction in number of valid physical injury claims; 50% of OSHA inspections in compliance.</p>								
013	Workers' Compensation Personnel	3,067,190	0	3,067,190	0	0	34.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Personnel portion of Workers' Compensation program</p> <p>Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations</p> <p>Anticipated Results: Staffing for Workers' Compensation program. 95% of claims processed accurately and timely.</p>								
MANDATED-FLEXIBLE Total:		20,449,692	5,051,522	7,280,717	1,230,393	6,887,060	304.5	2

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
<i>006-A</i>	Leadership & Organizational Development	119,472	0	0	0	119,472	1.0	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	New employees' program						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	100% of new employees attend orientation within first month of employment. Orientation will acquaint new employees with the County & provide customer service training to prepare employees for their service.						
<i>006-B</i>	Leadership & Organizational Development	236,680	0	0	0	236,680	1.5	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Employee development training						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Develop & provide training to support employee development in communication, writing skills, budget, contracts, etc. These new skills will support employees in providing better service & satisfaction to customers.						
<i>006-C</i>	Leadership & Organizational Development	132,482	0	0	0	132,482	1.3	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Introduction to supervision						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Provide up to 200 new supervisors with skill-building training needed to become effective supervisors.						
<i>006-G</i>	Leadership & Organizational Development	134,852	0	0	0	134,852	0.8	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Customer service academy						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Provide training to equip employees with customer service skills needed to provide customers with excellent service, increasing satisfaction and reducing complaints.						
<i>006-H</i>	Leadership & Organizational Development	319,131	0	0	0	319,131	1.2	0
	Strategic Objective:	IS -- Internal Services						
	Program Description:	Staff development, support, and coordination						
	Countywide Priority:	4 -- General Government						
	Anticipated Results:	Staff support for essential training, including tracking employees' attendance, preparing training materials & preparing training sites. 100% of requirements met.						

<i>Program Number and Title</i>		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: DISCRETIONARY						
006-I	Leadership & Organizational Development	73,822	0	0	0	73,822	0.3	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Management/leadership development</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Provide 2 to 3 management/leadership events for up to 1,200 employees. Events will provide managers with new skills to lead their employees more effectively.</p>								
006-J	Leadership & Organizational Development	22,641	0	0	0	22,641	0.2	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Wellness program</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Provide employees effective ways to reduce stress and maintain their health/well-being, thereby reducing costs associated with illness and loss of productivity.</p>								
006-K	Leadership & Organizational Development	2,860	0	0	0	2,860	0.0	0
<p>Strategic Objective: IS -- Internal Services</p> <p>Program Description: Volunteer recognition program</p> <p>Countywide Priority: 4 -- General Government</p> <p>Anticipated Results: Annually recognize all volunteers who provide their time, which would otherwise cost the County hundreds of thousands of dollars in salaries/positions.</p>								
DISCRETIONARY Total:		1,041,940	0	0	0	1,041,940	6.3	0
FUNDED Total:		21,491,632	5,051,522	7,280,717	1,230,393	7,929,000	310.8	2
Funded Grand Total:		21,491,632	5,051,522	7,280,717	1,230,393	7,929,000	310.8	2

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

UNIT: 5940000 Teeter Plan

SCHEDULE 9
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

CLASSIFICATION
FUNCTION: DEBT SERVICE
ACTIVITY: Retirement of Long-Term Debt
FUND: TEETER PLAN

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Other Charges	16,356,385	29,648,502	22,816,404	48,180,286	48,180,286
Interfund Charges	16,419,797	10,465,336	10,752,914	19,325,880	19,325,880
Total Finance Uses	32,776,182	40,113,838	33,569,318	67,506,166	67,506,166
Means of Financing					
Fund Balance	5,203,163	3,131,742	3,131,742	12,679,035	12,679,035
Use Of Money/Prop	14,414	151,898	0	0	0
Other Revenues	30,690,348	49,509,235	30,437,576	54,827,131	54,827,131
Total Financing	35,907,925	52,792,875	33,569,318	67,506,166	67,506,166

PROGRAM DESCRIPTION:

- This budget unit comprises the Teeter Plan Debt Service Fund. The Teeter Plan of property tax apportionment (otherwise known as the Alternative Method of Tax Apportionment) was first implemented in Fiscal Year 1993-94 following the Board of Supervisors' formal adoption on June 29, 1993. Under the Teeter Plan, secured property taxes are distributed by the County to local taxing entities on an accrual basis. In addition, when the Teeter Plan was first implemented, local taxing entities received a one-time acceleration of prior years' delinquent secured property taxes from the County. The County is thereafter entitled to retain all penalties and interest charges on the delinquent secured property taxes.
- The first financing for the distribution of the "purchase" of the delinquencies in the County's redemption file as of June 30, 1993, was provided through a borrowing arrangement through the Treasurer's Pooled Fund administered by the Treasurer-Tax Collector. The terms of the note were approved by the

Board of Supervisors on August 3, 1993. Subsequently, annual purchases of secured property tax delinquencies as of June 30th of each year were financed through the Treasurer's Pooled Fund in August of the same year. Following the purchase of the redemption file, actual collections from delinquent taxpayers are transferred into the debt service fund (when apportioned by the Auditor-Controller) for eventual transfer to the Treasurer's Pooled Fund according to the payment schedule set in each borrowing.

- Interest earned on the debt service reserve will reduce the net borrowing costs owed by the County to the Treasurer's Pooled Fund.
- As actual collections are received from the delinquent taxpayers, the principal amount of the borrowing is reduced, and interest collected from delinquent taxpayers is used to pay interest on each borrowing. Also, the net penalty/interest revenue remaining after debt service interest costs is transferred to the General Fund (Budget Unit 5705701) by the close of the final accounting period each year.

- A separate "Tax Losses Reserve Fund" has been established in the General Fund pursuant to Section 4703 of the Revenue and Taxation Code. That reserve is a statutory prerequisite of the Teeter Plan and has no relationship to the borrowing through the Treasurer's Pooled Fund. In the event that a shortfall exists following the forced sale of a delinquent parcel(s), the Tax Losses Reserve Fund would be utilized to fund the shortfall and provide full apportionment of the taxes due.

\$54,827,131 in anticipated collections from delinquent taxpayers, and \$12,679,035 from Fiscal Year 2006-07 year-end unreserved fund balance. The debt service requirement includes a quarterly and annual payment which is payable on or about August 1st after close of each fiscal year. It is anticipated that a fund balance will be rolled forward each year to finance the August 1st payments.

SUPPLEMENTAL INFORMATION:

- The total Fiscal Year 2007-08 requirement for the Teeter Plan debt service is \$67,506,166, consisting of \$48,180,286 for principal and interest payments, and \$19,325,880 for transfer to the General Fund. Financing is from

FUND BALANCE CHANGES FOR 2007-08:

- The significant increase in available fund balance of \$9,547,293 from the prior year is associated with higher delinquent tax collection at fiscal year-end. The fund balance will be used to finance Fiscal Year 2006-07 debt service payments.

2007-08 PROGRAM INFORMATION

Budget Unit: 5940000 Teeter Plan		Agency: Internal Services						
Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-SPECIFIC						
001	<i>Teeter Plan Debt Service</i>	67,506,166	0	54,827,131	12,679,035	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Delinquent property tax collection and debt service payments								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: To accounts for delinquent property tax collections and debt service payments with 100 percent accuracy.								
MANDATED-SPECIFIC Total:		67,506,166	0	54,827,131	12,679,035	0	0.0	0
FUNDED Total:		67,506,166	0	54,827,131	12,679,035	0	0.0	0
Funded Grand Total:		67,506,166	0	54,827,131	12,679,035	0	0.0	0

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

UNIT: Tobacco Litigation Settlement-Capital Projects
9284000

FUND: TOBACCO LITIGATION SETTLEMENT-CAPITAL
284A

SCHEDULE 16C
BUDGET UNIT FINANCING USES DETAIL
FISCAL YEAR: 2007-08

Financing Uses Classification	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Other Charges	25,616,646	20,451,242	96,544,008	81,632,415	81,632,415
Total Finance Uses	25,616,646	20,451,242	96,544,008	81,632,415	81,632,415
Means of Financing					
Fund Balance	59,394,076	96,544,008	96,544,008	81,632,415	81,632,415
Use Of Money/Prop	3,009,965	5,539,649	0	0	0
Other Revenues	0	63,225,245	0	0	0
Total Financing	62,404,041	165,308,902	96,544,008	81,632,415	81,632,415

PROGRAM DESCRIPTION:

- This budget unit provides for the appropriations for the uses of the proceeds of the 2001 and 2005 Tobacco Litigation Settlement Securitization Capital Projects.
- The 2001 Bonds were executed and closed on August 23, 2001, through a negotiated bid process. The proceeds from the bond issue are being used to finance the construction of a Juvenile Court facility (\$46.3 million), Primary Care Clinic facility (\$30.5 million), Refuse Fleet Clean Air Conversion (\$15.0 million), Senior Nutrition Services Kitchen Facility (\$2.0 million), Clinic Pharmacy Automation System (\$0.8 million), 911 Call Center (\$6.0 million), Carmichael/Rio Linda Branch Library (\$5.2 million) and any other authorized acquisitions, construction, and/or improvement projects to be substituted therefore (\$7.4 million).
- The 2005 Bonds were executed and closed on December 6, 2005, through a negotiated bid process. The proceeds from the bond issue are being used to finance the construction of a Juvenile Justice Center Juvenile Hall Expansion facility Phases II and III (\$40.0 million), Juvenile Justice Center Wing-A (Maintenance) (\$4.0 million), Bikeway Project Sunset Avenue/Main Avenue

(\$1.024 million), Carmichael Library (\$2.8 million), Park Repairs (\$2.0 million), Pavement Repairs (\$1.3 million), Unincorporated Area Sidewalk/Gutter/Curbs Repairs (\$11.797 million), Main Jail Fire Alarm (\$0.304 million) and any other authorized acquisitions, construction, and/or improvement projects to be substituted therefore.

- This budget unit was established for payment of all costs associated with these projects which include architectural/design costs, contractor payments, construction management costs, consultants, equipment and other miscellaneous construction costs required to complete the projects.

SUPPLEMENTAL INFORMATION:

- Total requirement for this fiscal year is \$81,632,415 consisting of capital project costs reimbursed to departments for approved projects. Financing is from available fund balance from Bond proceeds and interest earnings thereon.

2007-08 PROGRAM INFORMATION

Budget Unit: 9284000 Tobacco Litigation Settlement-Capital Proj. Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: MANDATED-SPECIFIC

001	<i>Tob Lit Sec</i>	81,632,415	0	0	81,632,415	0	0.0	0
Strategic Objective: LJ -- Law and Justice								
Program Description: Account for expending of bond proceeds for authorized capital projects								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Account for funds in conformance with all bond covenants and Board direction for debt-funded capital projects expenditures								

MANDATED-SPECIFIC Total:	81,632,415	0	0	81,632,415	0	0.0	0
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FUNDED Total:	81,632,415	0	0	81,632,415	0	0.0	0
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Funded Grand Total: 81,632,415 0 0 81,632,415 0 0.0 0

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

FUND: UNEMPLOYMENT INSURANCE
040A

ACTIVITY: Unemployment Insurance
UNIT: 3930000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	2,361,318	1,963,211	2,027,315	2,029,068	2,029,068
Total Operating Rev	2,361,318	1,963,211	2,027,315	2,029,068	2,029,068
Service & Supplies	1,199,482	1,146,766	2,009,967	2,012,340	2,012,340
Other Charges	14,535	14,563	17,348	16,728	16,728
Total Operating Exp	1,214,017	1,161,329	2,027,315	2,029,068	2,029,068
Net Income (Loss)	1,147,301	801,882	0	0	0

PROGRAM DESCRIPTION:

- Sacramento County is self-insured for all Unemployment Insurance claims. The Unemployment Insurance program is administered by the Department of Personnel Services, which provides centralized, uniform administration of Unemployment Insurance claims. Costs associated with Unemployment Insurance claims payments and administration are allocated to county departments.

MISSION:

The mission of the Unemployment Insurance program is to provide centralized, uniform administration of Unemployment Insurance claims.

GOALS:

- Manage the county costs and liability associated with the filing of Unemployment Insurance claims.
- Ensure that only eligible claimants receive Unemployment Insurance benefits.

- Work with departments to develop understanding of Unemployment Insurance benefits to assist in proper claim management.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Developed an Unemployment Insurance guide for county departments.
- Transitioned to electronic storage of Unemployment Insurance records.

SIGNIFICANT CHANGES FOR 2007-08:

- Update the Unemployment Insurance process to ensure compliance with Assembly Bill 775 (County Employees' Retirement: Employment of Retirees: Prohibition).
- Increase the percentage of claims disputed by the County receiving a favorable determination by the State Employment Development Department from 80.0 percent to 85.0 percent.

2007-08 PROGRAM INFORMATION

Budget Unit: 3930000 Unemployment Insurance

Agency: Internal Services

Program Number and Title	Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
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FUNDED Program Type: MANDATED-FLEXIBLE

001	<i>Unemployment Insurance</i>	2,029,068	0	2,029,068	0	0	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Provides centralized uniform administration of Unemployment Insurance claims.								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Centralzed uniform administration of Unemployment Insurance claims.								

MANDATED-FLEXIBLE Total: 2,029,068 0 2,029,068 0 0 0.0 0

FUNDED Total:		2,029,068	0	2,029,068	0	0	0.0	0
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Funded Grand Total: 2,029,068 0 2,029,068 0 0 0.0 0

WORKERS' COMPENSATION INSURANCE

3900000

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

FUND: WORKERS COMPENSATION INSURANCE
039A

ACTIVITY: Workers' Compensation Insurance
UNIT: 3900000

SCHEDULE 10
OPERATIONS OF INTERNAL SERVICE FUND
FISCAL YEAR: 2007-08

Operating Details	Actual 2005-06	Actual 2006-07	Adopted 2006-07	Requested 2007-08	Adopted 2007-08
Charges for Service	37,019,222	39,026,020	38,425,137	38,579,882	38,579,882
Total Operating Rev	37,019,222	39,026,020	38,425,137	38,579,882	38,579,882
Service & Supplies	22,306,701	20,552,171	32,816,204	32,892,415	32,892,402
Other Charges	887,506	339,017	339,017	466,385	466,385
Total Operating Exp	23,194,207	20,891,188	33,155,221	33,358,800	33,358,787
Aid-Gov'n't Agencies	48,005	163,763	0	0	0
Other Revenues	716,959	279,072	20,000	0	0
Total Nonoperating Rev	764,964	442,835	20,000	0	0
Reserve Provision	0	5,289,916	5,289,916	5,221,082	5,221,082
Total Nonoperating Exp	0	5,289,916	5,289,916	5,221,082	5,221,082
Net Income (Loss)	14,589,979	13,287,751	0	0	13

PROGRAM DESCRIPTION:

- Sacramento County is self-insured for all Workers' Compensation Insurance claims. The Workers' Compensation Insurance program is administered by the Department of Personnel Services, which provides centralized, uniform administration of Workers' Compensation Insurance claims. Costs associated Workers' Compensation Insurance claims payments and administration are allocated to county departments.

MISSION:

The mission of the Workers' Compensation Office is to handle claims for injuries and illnesses which occur on the job in a expeditious manner while protecting the interests of the County through application of good risk management and financial practices.

GOALS:

- Provide Workers' Compensation benefits per legislative mandates, county ordinance, and applicable statutes.
- Assist injured employees in returning to work as soon as medically appropriate.
- Administer the Workers' Compensation program using good customer service practices, providing information to injured employees, and treating all parties with courtesy and respect.

SIGNIFICANT DEVELOPMENTS DURING 2006-07:

- Implemented statutory and regulatory changes mandated by state Workers' Compensation law.
- Continued to track legislation that may impact operations.
- Continued monthly training for Workers' Compensation staff, and implemented state training requirements.
- Initiated quarterly Workers' Compensation meetings for department coordinators.
- Continued development of integrated process for reviewing and managing multi-disability claims, completing modules for General Leaves and Catastrophic Leave.
- Implemented performance evaluation program for all staff.

SIGNIFICANT CHANGES FOR 2007-08:

- Implement statutory and regulatory changes mandated by state and other applicable legislation.
- Analyze and track further anticipated changes in Workers' Compensation law.
- Monitor continuing education requirements for staff.
- Continue development of an integrated leave policy and process, focusing on modules non-disability leave and State Disability Insurance.
- Continue process improvements to enhance quality claims handling and customer service through performance evaluations and training.
- Create Workers' Compensation Integration manual.

RETAINED EARNINGS CHANGES FOR 2007-08:

Retained Earnings is anticipated to increase by \$5,221,082 in order to continue increasing the Workers' Compensation reserve to a level recommended by the annual actuarial study.

2007-08 PROGRAM INFORMATION

Budget Unit: 3900000 Workers' Comp. Insurance

Agency: Internal Services

Program Number and Title		Appropriations	Inter/Intrafund Reimbursements	Revenues	Carryover	Net Allocation	Position	Vehicles
FUNDED		Program Type: MANDATED-FLEXIBLE						
001	<i>Workers Compensation Insurance</i>	38,579,869	0	38,579,882	0	-13	0.0	0
Strategic Objective: IS -- Internal Services								
Program Description: Provides centralized uniform administration of Workers Compensation Insurance claims.								
Countywide Priority: 0 -- Mandated Countywide/Municipal or Financial Obligations								
Anticipated Results: Centralized uniform administration of Workers Compensation Insurance claims.								
MANDATED-FLEXIBLE Total:		38,579,869	0	38,579,882	0	-13	0.0	0
FUNDED Total:		38,579,869	0	38,579,882	0	-13	0.0	0
Funded Grand Total:		38,579,869	0	38,579,882	0	-13	0.0	0