

INTERNAL SERVICES

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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **3100000 - Capital Construction**
 Function **GENERAL**
 Activity **Plant Acquisition**
 Fund **007A - CAPITAL CONSTRUCTION**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Fund Balance	\$ 3,510,188	\$ (471,816)	\$ (471,816)	\$ (2,459,249)	\$ (2,459,249)
Fines, Forfeitures & Penalties	7,097,008	5,451,958	5,451,958	3,600,000	3,600,000
Revenue from Use Of Money & Property	17,192	3,096	50,000	5,552	5,552
Intergovernmental Revenues	235,013	-	-	-	-
Miscellaneous Revenues	22,462,114	22,417,573	34,828,046	33,027,405	33,027,405
Residual Equity Transfer In	57,154	-	-	9,467	9,467
Total Revenue	\$ 33,378,669	\$ 27,400,811	\$ 39,858,188	\$ 34,183,175	\$ 34,183,175
Services & Supplies	\$ 9,637,855	\$ 8,045,757	\$ 9,530,136	\$ 9,325,991	\$ 9,325,991
Other Charges	2,756,659	1,639,288	1,730,763	1,655,811	1,655,811
Improvements	6,222,525	5,382,716	13,263,941	14,394,738	14,394,738
Interfund Charges	15,112,169	15,333,348	15,333,348	8,806,635	8,806,635
Interfund Reimb	(80,650)	-	-	-	-
Total Expenditures/Appropriations	\$ 33,648,558	\$ 30,401,109	\$ 39,858,188	\$ 34,183,175	\$ 34,183,175
Net Cost	\$ 269,889	\$ 3,000,298	\$ -	\$ -	\$ -

PROGRAM DESCRIPTION :

The Facility Planning and Management Division of the Department of General Services (DGS) 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, the recommendations for Capital Construction projects are limited to those which are cost-effective or required because of health, safety, security, or severe operational problems.

2013-14 PROGRAM INFORMATION

BU: 3100000 Capital Construction Fund

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
FUNDED												
Program No. and Title:	<u>001 Debt Service</u>											
	9,262,593	0	0	0	0	0	0	9,262,593	0	0	0.0	0
Program Type:	Mandated											
Countywide Priority:	0 -- Specific Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	FO -- Financial Obligation											
Program Description:	Bond Payments											
Program No. and Title:	<u>009 Health, Safety, & Code Compliance</u>											
	584,174	0	0	0	0	0	0	584,174	0	0	0.0	0
Program Type:	Discretionary											
Countywide Priority:	6 -- Prevention/Intervention Programs											
Strategic Objective:	IS -- Internal Support											
Program Description:	Construction to remediate health, safety, and code related issues in County-owned buildings.											
Program No. and Title:	<u>012 Administration</u>											
	829,797	0	0	0	0	0	0	829,797	0	0	0.0	0
Program Type:	Discretionary											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	To prioritize and maximize the use of the capital construction fund											
Program No. and Title:	<u>013 General Maintenance</u>											
	12,118,561	0	0	0	0	0	0	14,577,810	-2,459,249	0	0.0	0
Program Type:	Discretionary											
Countywide Priority:	6 -- Prevention/Intervention Programs											
Strategic Objective:	IS -- Internal Support											
Program Description:	Maintain County buildings to preserve asset & prevent systems failures											
Program No. and Title:	<u>018 New 911 Communication Center</u>											
	4,587,590	0	0	0	0	0	0	4,587,590	0	0	0.0	0
Program Type:	Discretionary											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Remodel Bond Rd facility to use as the new 911 Communications Center											

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
Program No. and Title: <u>019</u> <u>Criminal Justice Facilities</u>												
	6,800,460	0	0	0	0	0	0	6,800,460	0	0	0.0	0
Program Type: Mandated												
Countywide Priority: 0 -- Specific Mandated Countywide/Municipal or Financial Obligations												
Strategic Objective: CJ -- Ensure a fair and just criminal justice system												
Program Description: Rehabilitates Criminal Justice Facilities for the Sheriff and Probation Departments												
FUNDED	34,183,175	0	0	0	0	0	0	36,642,424	-2,459,249	0	0.0	0

SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **4010000 - Clerk of the Board**
 Function **GENERAL**
 Activity **Legislative & Administrative**
 Fund **001A - GENERAL**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Prior Yr Carryover	\$ 148,689	\$ 89,906	\$ 89,906	\$ -	-
Licenses, Permits & Franchises	31,327	33,198	36,000	31,000	31,000
Intergovernmental Revenues	(918)	-	-	-	-
Charges for Services	314,778	174,867	179,059	150,500	150,500
Miscellaneous Revenues	181,601	133,800	140,000	127,350	127,350
Residual Equity Transfer In	5,939	14,373	6,037	815	815
Total Revenue	\$ 681,416	\$ 446,144	\$ 451,002	\$ 309,665	\$ 309,665
Salaries & Benefits	\$ 1,021,863	\$ 1,002,013	\$ 1,026,800	\$ 1,045,767	\$ 1,028,767
Services & Supplies	294,572	291,455	324,371	284,353	284,353
Intrafund Charges	22,525	17,497	17,497	26,598	26,598
Intrafund Reimb	(3,247)	(1,896)	(3,000)	(1,800)	(1,800)
Total Expenditures/Appropriations	\$ 1,335,713	\$ 1,309,069	\$ 1,365,668	\$ 1,354,918	\$ 1,337,918
Net Cost	\$ 654,297	\$ 862,925	\$ 914,666	\$ 1,045,253	\$ 1,028,253
Positions	10.0	10.0	10.0	10.0	10.0

PROGRAM DESCRIPTION:

The Clerk of the Board's Office provides clerical and administrative services for the Board of Supervisors' meetings along with the Assessment Appeals Boards, the Planning Commission, and other boards and commissions.

- **Clerking and Board support** – schedules and prepares agendas of the Board of Supervisors, insures legal noticing and publishing requirements are met, and processes actions taken at Board meetings. The Clerk of the Board also acts as clerk to other governmental hearing bodies. This office maintains the official records of the Board of Supervisors legislative actions and receives, certifies, and preserves all documents as specified by the Sacramento County Charter and state and local statutes.

PROGRAM DESCRIPTION (CONT.):

- **Assessment Appeals Board** - acts as the County's Board of Equalization to hear taxpayers' appeals of the County Assessor's property appraisals. Assessment Appeals Board members are appointed by the Board of Supervisors. Appeals of property tax assessments are filed, processed and scheduled for hearing by Assessment Appeals Board staff in accordance with rules enforced by the State Board of Equalization. The Board of Supervisors could sit as the County's Board of Equalization in lieu of the board-appointed Assessment Appeals Board.
- **Planning Commission Staff** – meets legal requirements for hearings, prepares agendas and provides other support functions to the County Planning Commission. The County Planning Commission hears and makes recommendations related to long-range planning and policy matters and has discretionary authority over current planning matters such as subdivisions and use permits. The County Planning Commission also acts as the Board of Zoning Appeals and hears items that have been previously approved or denied by the Zoning Administrator or Planning Director. In many cases, the County Planning Commission actions are final, unless appealed. The Board of Supervisors hears all appeals of Planning Commission actions.

2013-14 PROGRAM INFORMATION

BU: 401000 Clerk of the Board

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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FUNDED

Program No. and Title: 001 Clerk of the Board

973,232	0	0	0	0	0	166,450	0	0	806,782	5.5	0
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Program Type: Mandated
Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations
Strategic Objective: IS -- Internal Support

Program Description: Publishes and maintains records for Board of Supervisors' meetings and all related Boards and Commissions. Publishes Board agenda within 72 hours prior to the Board meetings, legal notices published within 15 day prior to public hearing. Publishes ordinances within 15 days of adoption. Clerk of the Board support staff ensures response to constituent issues within one work day. Assists in preparation of resolutions in a timely manner.

Program No. and Title: 002 Assessment Appeals

167,317	1,800	0	0	0	0	125,250	0	0	40,267	2.0	0
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Program Type: Mandated
Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations
Strategic Objective: IS -- Internal Support

Program Description: The Appeals Board determines the full value of property or to determine other matters of property assessment over which the appeals board has jurisdiction. Section 15606, subdivision (c), of the Government Code authorizes that the State Board of Equalization shall "prescribe rules and regulations to govern local boards of equalization when equalizing ..." Pursuant to that provision, the State Board promulgated Property Tax Rule 302 which enumerates the functions of an appeals board.

Program No. and Title: 003 County Planning Commission, BOS Land Use

199,169	0	0	0	0	0	17,965	0	0	181,204	2.5	0
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Program Type: Mandated
Countywide Priority: 4 -- Sustainable and Livable Communities
Strategic Objective: IS -- Internal Support

Program Description: Publishes and maintains records for County Planning Commission. Publishes Commission agenda within 72 hours prior to the Board meetings, legal notices published within 15 days in advance of public hearing, and public notices.

FUNDED	1,339,718	1,800	0	0	0	309,665	0	0	1,028,253	10.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **3240000 - County Clerk/Recorder**
 Function **PUBLIC PROTECTION**
 Activity **Other Protection**
 Fund **001A - GENERAL**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Prior Yr Carryover	\$ -	\$ (30)	\$ (30)	\$ -	\$ -
Charges for Services	9,719,021	9,034,894	12,174,618	12,692,429	12,692,429
Miscellaneous Revenues	6,676	3,890	-	-	-
Residual Equity Transfer In	25,293	20,394	20,394	1,269	1,269
Total Revenue	\$ 9,750,990	\$ 9,059,148	\$ 12,194,982	\$ 12,693,698	\$ 12,693,698
Salaries & Benefits	\$ 5,747,135	\$ 5,266,991	\$ 6,571,235	\$ 5,575,013	\$ 5,575,013
Services & Supplies	3,697,893	3,619,851	5,566,141	4,957,182	4,957,182
Equipment	10,390	179,404	157,500	112,000	112,000
Computer Software	-	130,000	-	1,750,000	1,750,000
Other Intangible Asset	-	28,800	-	100,000	100,000
Interfund Charges	-	12,782	12,782	-	-
Intrafund Charges	234,735	232,842	257,324	219,503	219,503
Intrafund Reimb	(291,207)	(51,417)	(370,000)	(20,000)	(20,000)
Total Expenditures/Appropriations	\$ 9,398,946	\$ 9,419,253	\$ 12,194,982	\$ 12,693,698	\$ 12,693,698
Net Cost	\$ (352,044)	\$ 360,105	\$ -	\$ -	\$ -
Positions	72.0	68.0	76.0	68.0	68.0

PROGRAM DESCRIPTION:

The Office of County Clerk/Recorder:

- Serves as custodian of official records.
- Records real property documents for the County.
- Issues and registers marriage licenses.
- Registers process servers, notaries public, professional photocopiers, unlawful detainer assistants, legal document assistants.
- Files and maintains oaths of office, environmental impact reports, and rosters of public agencies.
- Performs civil marriage ceremonies.

PROGRAM DESCRIPTION (CONT.):

- 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 Violence Trust, and Umbilical Cord Blood Collection Program Fund.
- Acts as commissioner of civil marriage and appoints deputy commissioners of civil marriage.
- Authenticates notary public and public health officer signatures.
- Files assessment, highway, parcel, subdivision and survey maps.

2013-14 PROGRAM INFORMATION

BU: 3240000 County Clerk/Recorder

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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FUNDED

Program No. and Title: **001 Clerk**

1,210,829	1,905	0	0	0	0	1,208,803	121	0	0	6.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: PS1 -- Protect the community from criminal activity, abuse and violence

Program Description: Clerk responsibilities include: issuance of marriage licenses; Registrar of Marriages; Commissioner of Civil Marriages; FPPC Filing Officer; custodian of Oaths of Office; registration of notaries public, process servers, unlawful detainer assistants, and fictitious business names.

Program No. and Title: **002 Recorder**

11,502,869	18,095	0	0	0	0	11,483,626	1,148	0	0	62.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: PS1 -- Protect the community from criminal activity, abuse and violence

Program Description: Recorder responsibilities include: recording of real estate and other authorized documents; issuance of birth, death and marriage certificates; indexing and public viewing services for official records; and issuance of official record copies.

FUNDED

12,713,698	20,000	0	0	0	0	12,692,429	1,269	0	0	68.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **3230000 - Department Of Finance**
 Function **GENERAL**
 Activity **Finance**
 Fund **001A - GENERAL**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Prior Yr Carryover	\$ 1,153	\$ 538	\$ 538	\$ -	\$ -
Licenses, Permits & Franchises	2,195,292	2,273,101	2,303,465	2,451,858	2,451,858
Fines, Forfeitures & Penalties	-	-	-	6,778,102	6,778,102
Intergovernmental Revenues	36,517	10,000	10,000	10,000	10,000
Charges for Services	4,567,120	4,424,705	4,653,984	10,611,649	10,611,649
Miscellaneous Revenues	6,507,856	7,346,834	8,321,601	7,972,827	7,950,239
Residual Equity Transfer In	60,243	49,738	49,738	7,677	7,677
Total Revenue	\$ 13,368,181	\$ 14,104,916	\$ 15,339,326	\$ 27,832,113	\$ 27,809,525
Salaries & Benefits	\$ 10,183,297	\$ 10,196,830	\$ 10,838,347	\$ 16,690,625	\$ 16,667,625
Services & Supplies	3,270,417	4,243,840	4,198,507	11,629,967	11,629,967
Other Charges	-	-	-	287,271	287,271
Equipment	-	-	500,000	500,000	500,000
Other Intangible Asset	93,757	-	-	-	-
Intrafund Charges	1,492,464	1,464,582	1,576,661	1,488,350	1,488,350
Intrafund Reimb	(1,256,476)	(1,522,007)	(1,495,860)	(2,493,629)	(2,493,629)
Total Expenditures/Appropriations	\$ 13,783,459	\$ 14,383,245	\$ 15,617,655	\$ 28,102,584	\$ 28,079,584
Net Cost	\$ 415,278	\$ 278,329	\$ 278,329	\$ 270,471	\$ 270,059
Positions	107.0	108.0	108.0	175.8	175.8

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 taxpayers, constituents, county departments and other government agencies.
- Processes vendor payments for all county departments and special districts.
- Prepares the Comprehensive Annual Financial Report (CAFR).
- Maintains several key components of 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.
- Bills, collects and enforces the collection of property taxes, Utility User Taxes, and Transient Occupancy Taxes.
- Issues, maintains and monitors business licenses.
- Files fictitious business name statements.
- Manages the \$2.3 billion Pooled Investment Fund in compliance with the California Government Code, the Pooled Investment Policy and Investment Guidelines.
- Achieves a competitive yield for the Pooled Investment Fund, at or above the State's Local Agency Investment Fund (LAIF).
- Manages \$569 million in Fiscal Agent Funds, which represents Bond Proceeds and Tax/Assessment collection in compliance with the California Government Code and Bond documents.
- Provides accounting, fiscal, and grant support services to departments within Municipal Services, certain Special Districts, and additional county departments. Performs billing and collection services as well as operates a customer service contact center.
- 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; Payroll Services; Audit Services; Payment Services; 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; Treasury Division; Fiscal Agent Services and Reclamation Districts.

PROGRAM DESCRIPTION (CONT.):

- **Municipal Accounting Services (MAS)** — provides independent analysis and presentation of agency-wide financial information and ensures compliance with accounting standards, grant terms, and regulations. MAS is also a major participant – as developer, tester and subject matter expert – in the maintenance of the county’s financial system, COMPASS.
- **Consolidated Utilities Billing and Services (CUBS)** — performs billing and collection services as well as operates a customer service contact center for the departments that provide utility services (refuse, water, sewer, and stormwater drainage) as well as the City of Citrus Heights for stormwater drainage and the County Landfill for credit accounts. Provides billing and collection services for County Code Enforcement for their annual Rental Housing Code Compliance fee and for City of Citrus Heights Code Enforcement for their annual Housing Stock Conservation fee.

2013-14 PROGRAM INFORMATION

BU: 3230000 Department of Finance

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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FUNDED

Program No. and Title: 001 Pool

4,293,804	644,198	0	0	0	0	0	3,649,606	0	0	23.0	0
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Program Type: Mandated

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

Strategic Objective: IS -- Internal Support

Program Description: State law requires that the County Treasurer (Director of Finance) shall receive and keep safely all monies belonging to the County and all other money directed by law to be paid to the County Treasurer in accordance to Government Code 27000. The County Treasurer in his/her discretion, may also serve as the Treasurer for other governmental agencies and districts. Pursuant to Government Code Section 27000.3, the Treasurer serves as a fiduciary for County funds deposited in the County Treasury, and is subject to the prudent investor standard. In accordance to Government Code Section 53607 and the County Charter 3.43.1 and subject to annual review and renewal by the Board of Supervisors, the Director of Finance is authorized to invest or reinvest the funds of the County and the funds of other depositors in the County Treasury. Investing all moneys must be considered a necessary task, to generate income for all participants in the Pool Investment Fund (PIF). In most cases, the alternative to retain moneys in a non interest bearing bank account belonging to the PIF would be imprudent for the Director of Finance as treasurer for the County. Monitoring of the investments is required to ensure internal controls are in place between the Investment and Treasury Divisions to prevent fraud and losses of money. In order to provide direction to those responsible for management of the PIF the Director of Finance has established an investment policy, which is approved by the BOS annually. Further, the investment policy will be reviewed and monitored by the county Treasury Oversight Committee (TOC) in accordance with Government Code 27133. The County of Sacramento established the TOC in accordance to Government Code 27131. The TOC is represented by public, appointed and special district elected individuals. The TOC is responsible to cause an audit of all County investments. The TOC who reviews the investment activity was previously mandated, however, the mandate is no longer required. To ensure public trust, the Director of Finance supports the continuation of the TOC and its quarterly meetings. Revenues for the PIF come from the interest earnings on the investments. Pursuant to Government Code 27013 the County Treasurer may deduct from such interest or income the actual administrative cost. In addition to the investment activities for the PIF and non Pooled funds, the Investment Division works with the Department of Personnel Services-Benefits in supporting the Deferred Compensation 457(b) Plan, the 401(a) Plan and the Retiree Health Savings Plan (Plans) investment options. The Board has adopted investment policies for each of these Plans. Although the Plans are not mandated, as a practical matter, the Plans are beneficial to any County employees wishing to take advantage of the tax deferral benefits. Work charged by the Investment Division are recovered from Department of Personnel Services.

Program No. and Title: 002 Fiscal Agent

566,947	0	0	0	0	0	0	566,947	0	0	2.0	0
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Program Type: Self-Supporting

Countywide Priority: 5 -- General Government

Strategic Objective: IS -- Internal Support

Program Description: This task is mandated, as its activities are required per each debt issue's covenants. It has been determined that this mandated function is best performed by Treasury. The Treasury division provides investment, fiscal agent, paying agent, portfolio accounting, periodic reporting, arbitrage rebate analysis, and other services for debt financings. The program reports on 121 debt financings which include 242 funds, with total funds exceeding \$1.4 billion. Pursuant to Government Code Section 27000.3 (b), the Treasurer serves as a fiduciary for those funds deposited in the County Treasury by and at the discretion of local agencies and is subject to the prudent investor standard. In accordance to Government Code Section 53607 and the County Charter 3.43.1 and subject to annual review and renewal by the Board of Supervisors, the Director of Finance is authorized to invest or reinvest the funds of the County and the funds of other depositors in the County Treasury. Funds deposited in the County Treasury from the issuance of debt financing are accounted and invested for in the Non Pooled Investments. Investing, monitoring and reporting of the Non Pooled Investments are important functions to the County of Sacramento and the depositing agencies. The County Treasurer is subject to the investment policies as established and approved in the debt financings legal documents. Monitoring and accounting for the investments must be required to ensure internal controls are in place between the Investment and Treasury Divisions to prevent fraud, collusion or unwarranted transfers of securities or moneys. Reporting and disclosure requirements are mandated by the legal documents pertaining to each debt financing. The Director of Finance continues to provide monthly, quarterly and annual reports to the Non Pool Investments participants. Work charged by the Treasury is recovered from respective debt issuing local agency.

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
<i>Program No. and Title:</i> 003 <u>Reclamation</u>												
	160,981	0	0	0	0	0	0	160,981	0	0	1.0	0
<i>Program Type:</i> Mandated												
<i>Countywide Priority:</i> 0 -- Specific Mandated Countywide/Municipal or Financial Obligations												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Reclamation Districts are governed by the Water Code, Division 15. In accordance to Water Code Section 50660 the County Treasurer shall be deemed the ex officio treasurer of the district. The Treasury Division provides a variety of accounting services including; billing of annual assessments, collection of assessments, notification and recording of delinquent assessments, the sale of properties due to delinquent assessments, payment of warrants, registration of warrants and the payment of registered warrants. This program collects and distributes in excess of \$1 million annually to 19 districts. Work charged by the Treasury is recovered from respective Reclamation Districts.												
<i>Program No. and Title:</i> 004 <u>Tax Collection</u>												
	3,417,365	240,000	0	0	0	0	0	3,147,331	0	30,034	22.0	0
<i>Program Type:</i> Mandated												
<i>Countywide Priority:</i> 0 -- Specific Mandated Countywide/Municipal or Financial Obligations												
<i>Strategic Objective:</i> FO -- Financial Obligation												
<i>Program Description:</i> Match or exceed the state average property tax collection rate while reducing the average net county cost per \$1,000 in property tax collections relative to the previous fiscal year average. Mailing tax bills, collection of secured and unsecured property taxes, including applicable penalties, direct levy amounts, bonds subject to judicial foreclosure.												
<i>Program No. and Title:</i> 005 <u>Business Licenses</u>												
	2,454,675	0	0	0	0	0	0	2,446,858	0	7,817	12.0	2
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 4 -- Sustainable and Livable Communities												
<i>Strategic Objective:</i> C1 -- Develop and sustain livable and attractive neighborhoods and communities												
<i>Program Description:</i> Licensing of businesses for land-use and background review purposes/filing of Fictitious Business Names/collection and monitoring of Transient Occupancy & Utility User Taxes.												
<i>Program No. and Title:</i> 006 <u>System Controls and Reconciliation</u>												
	768,930	53,312	0	0	0	0	0	708,862	0	6,756	5.0	0
<i>Program Type:</i> Discretionary												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Maintains reliability, efficiency and effectiveness of County's financial system. Conducts system reconciliations, such as, cash transfer accounts, business area balancing, module reconciliations, cash flow programs, etc. Provide financial system support to fix, enhance, test and implement financial system processes. Includes participation in software upgrades to maintain support from vendor. Maintain cash controls and appropriation controls. Maintain financial batch processes for daily, monthly, annual jobs. Implement, review, and maintain internal and system controls. Maintain system security to protect integrity of data and to limit access to confidential information.												

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
Program No. and Title: 007 Payroll Services												
	1,216,843	304,074	0	0	0	0	0	848,912	0	63,857	9.0	0
Program Type: Mandated												
Countywide Priority: 0 -- Specific Mandated Countywide/Municipal or Financial Obligations												
Strategic Objective: IS -- Internal Support												
Program Description: A countywide process and system of calculating, recording, and reconciling of employees' wages/retiree benefits, deductions, and net pay, while ensuring compliance with various laws and regulations and timely payment of deductions and net pays.												
Program No. and Title: 008 Audits												
	1,114,575	274,100	0	0	0	0	0	833,276	0	7,199	7.5	0
Program Type: Self-Supporting												
Countywide Priority: 5 -- General Government												
Strategic Objective: IS -- Internal Support												
Program Description: Conducts internal audits to insure that various codes and regulations are followed by providing auditing services.												
Program No. and Title: 009 Payment Services												
	1,422,296	0	0	0	0	0	0	1,274,155	0	148,141	13.5	0
Program Type: Mandated												
Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations												
Strategic Objective: IS -- Internal Support												
Program Description: A countywide payment service that reviews and pre-audits payment requests for all county departments and special districts that have moneys within the County Treasury. Payment requests are imaged for countywide access. Provides special district COMPASS data entry. Provides support to all departments and social districts on county policy and procedures.												

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
Program No. and Title: <u>010 Accounting Services</u>												
	1,115,246	212,106	0	0	0	0	0	897,655	0	5,485	6.5	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	<p>Maintains Countywide accounting records within professional standards - Generally Accepted Accounting Principles (GAAP). Develop, maintain, and enforce County accounting policies and procedures. Includes ensuring trust fund, receivable, and payable accounts are being reconciled. Provide central accounting functions, such as, asset inventory, equipment movement reports, relief of accountability, master data maintenance, financial system training, accounting structure, reviews/development, etc.; Budget load and maintenance - Input of preliminary and original budget, and process appropriation adjustment requests (AAR) - tracking, review, input, and reporting; County Wide Cost Plan: Analysis to ensure costs are allowable under OMB A-87 and determine excess reimbursable costs that could be recovered. Vehicle Theft: Resolution 2007-1115. Comprehensive Annual Financial Report (CAFR): Ensure financial information is an accurate representation of the County's financial condition and is in conformity with GAAP. Special District Budgets: Review, input and monitor budgets for special districts. SB90 Claiming: Review and track dollars associated with mandated cost recovery claims. Court Fine Distribution and MOE quarterly and annual payments to State AB233 and facilities: Prepare a monthly distribution to allocate all court fines, fees and assessments per applicable code sections. Make required quarterly and annual MOE payments due to the State. Local Transportation Funding (LTF): Funds received from State sales tax (1/4 percent) are distributed under Sacramento Area Council of Government's (SACOG) direction. Public Safety: Allocates Proposition 172 funds (Public Safety Sales Tax). Citizens Option for Public Safety (COP's): Allocate funding received from the State. Imprest Cash: Control the access and maintain the integrity of the imprest cash accounts. Property Tax Distribution for Schools / School Debt Service Reports to Sacramento County Office of Education (SCOE) / Government Office bond tax rate calculations: Tax rates are determined for billing on tax-rolls; collections must be allocated for the purpose intended; and debt service reports must be filed for audit purposes. Budgets Hearings: Attend Final budget hearings and prepare resolution to be approved by the BOS. Realignment Reports: Welfare and Institutions Code 17600 – 17609. Fee Reviews: Government Code 54985 indicates that a review by Auditor Controller (AC) can be requested by BOS as AC is not required to look at the fees in advance. Based on a 1983 memorandum, the BOS responded to a Grand Jury Report on December 27, 1978 which resulted in the CEO and the Auditor-Controller being responsible for reviewing indirect cost rate proposals and fees for all departments. Historically, we have limited our reviews to general fund departments only. ICRP: Needed to claim additional costs for state reimbursable programs such as PC4750. PC 4750 Claiming: Prepare state and federal tax return for Public Facilities Financing Corporation. Centralized Monthly Billing to Cities and Court. State Controllers Annual Report of Financial Transactions: Required to be filed by County and special districts.</p>											
Program No. and Title: <u>011 Tax Accounting</u>												
	1,160,505	240,228	0	0	0	0	0	919,507	0	770	9.5	0
Program Type:	Mandated											
Countywide Priority:	0 -- Specific Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	FO -- Financial Obligation											
Program Description:	Extension of Property Tax Rolls; Setting Bond Debt Tax Rates; Direct Levies & Special Assessments; Revenues Allocations; Revenues / Cost Recovery; Manage County Teeter Plan; Data & Budget Information.											
Program No. and Title: <u>012 Municipal Accounting Services (MAS)</u>												
	1,918,265	525,611	0	0	0	0	0	1,392,654	0	0	15.0	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	Provides accounting, fiscal, and grant support services to departments and certain Special Districts; provides independent analysis and presentation of agency-wide financial information; and ensures compliance with accounting standards, grant terms, and policies. MAS is also a major participant – as developer, tester and subject matter expert – in the maintenance of the county's financial system, COMPASS.											

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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Program No. and Title: 013 Consolidated Utilities Billing & Service

	10,962,781	0	0	0	0	0	6,778,102	4,184,679	0	0	49.8	1
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Program Type: Self-Supporting
Countywide Priority: 5 -- General Government
Strategic Objective: IS -- Internal Support
Program Description: Provide Billing and collection services for Departments providing utilities (refuse, water, sewer and stormwater drainage).

FUNDED	30,573,213	2,493,629	0	0	0	0	6,778,102	21,031,423	0	270,059	175.8	3
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UNFUNDED

Program No. and Title: 014 Multiple Sections

	8,000	0	0	0	0	0	0	7,588	0	412	0.0	0
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Program Type: Discretionary
Countywide Priority: 5 -- General Government
Strategic Objective: IS -- Internal Support
Program Description: Terminal Pay

Program No. and Title: 015 Municipal Accounting Services (MAS)

	15,000	0	0	0	0	0	0	15,000	0	0	0.0	0
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Program Type: Discretionary
Countywide Priority: 5 -- General Government
Strategic Objective: IS -- Internal Support
Program Description: Terminal Pay

UNFUNDED	23,000	0	0	0	0	0	0	22,588	0	412	0.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **6110000 - Department Of Revenue Recovery**
 Function **GENERAL**
 Activity **Other General**
 Fund **001A - GENERAL**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Prior Yr Carryover	\$ (49,885)	\$ (3,221)	\$ (3,221)	\$ -	-
Charges for Services	5,698,210	7,200,125	6,606,501	8,411,157	8,401,157
Miscellaneous Revenues	12,133	8,639	10,050	10,050	10,050
Residual Equity Transfer In	10,130	12,750	12,750	3,229	3,229
Total Revenue	\$ 5,670,588	\$ 7,218,293	\$ 6,626,080	\$ 8,424,436	\$ 8,414,436
Salaries & Benefits	\$ 4,819,385	\$ 4,384,583	\$ 4,878,393	\$ 5,092,221	\$ 5,082,221
Services & Supplies	3,425,199	4,008,395	4,261,235	4,574,403	4,574,403
Other Charges	871,150	913,481	957,426	945,022	945,022
Intrafund Charges	661,136	527,929	521,622	544,040	544,040
Intrafund Reimb	(4,056,808)	(2,616,095)	(3,992,596)	(2,731,250)	(2,731,250)
Total Expenditures/Appropriations	\$ 5,720,062	\$ 7,218,293	\$ 6,626,080	\$ 8,424,436	\$ 8,414,436
Net Cost	\$ 49,474	\$ -	\$ -	\$ -	\$ -
Positions	55.0	52.0	54.0	58.0	58.0

PROGRAM DESCRIPTION:

The primary responsibility of the Department of Revenue Recovery (DRR) is to help the County recover as much revenue as possible from all its billing and receivable functions as early in the process and as cost effectively as possible. The recovery of revenue aids the programs receiving the funds and helps to maintain public service levels and reduce the need for service fee increases to the public. By implementing cost effective accounts receivable practices throughout the County, DRR helps ensure that taxpayers are not required to bear the burden of debts that are the legal responsibility of specific individuals. To accomplish this, the department:

- Efficiently processes current and delinquent accounts receivables from various county departments, the Superior Court, and other local entities, such as cities, special districts and local authorities by sending out consolidated statements and delinquent notices as needed.

PROGRAM DESCRIPTION (CONT.):

- Initiates outgoing telephone calls to delinquent debtors in order to collect amounts due or reestablish a payment schedule when appropriate to help citizens in repaying amounts owed.
- Responds to incoming telephone calls and correspondence in order to increase payment compliance.
- Performs duties as the County's Financial Evaluation Officer in accordance with laws and regulations.
- Utilizes all legal means to enforce collection of delinquent debts.
- Functions as centralized point for the County to minimize administrative costs to efficiently take advantage of volume discount pricing on certain processes such as State Court Ordered Debt, State Tax Refund Offsets, lawsuit processing, skip tracing, bankruptcy processing and relief of accountability.
- Works in cooperation with a number of entities to identify funds owed to the County when there remain funds available collected by DRR, which can then be distributed to other entities where the debtor may also have an unpaid obligation.
- Acts as central repository so available funds can be used to satisfy a debtor obligation regardless of where it may reside within the County.
- Consults and partners with departments to help identify cost effective ways to accelerate the recovery of revenues due to their department by providing collection expertise on site as needed.

2013-14 PROGRAM INFORMATION

BU: 6110000 Department of Revenue Recovery

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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FUNDED

Program No. and Title: **001 Centralized Collection and Disbursement**

10,724,794	2,731,250	0	0	0	0	0	7,993,544	0	0	52.0	0
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Program Type: Self-Supporting

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: IS --Internal Support

Program Description: DRR provides the collection of revenue for County Departments, the Superior Court, Special Districts and Cities. DRR provides collection and disbursement of money to victims of crime pursuant to court order.

FUNDED											
10,724,794	2,731,250	0	0	0	0	0	7,993,544	0	0	52.0	0

ADD'L GROWTH REQUEST RECOMMENDED

Program No. and Title: **001 Centralized Collection and Disbursement**

420,892	0	0	0	0	0	0	420,892	0	0	6.0	0
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Program Type: Self-Supporting

Countywide Priority: 5 -- General Government

Strategic Objective: IS --Internal Support

Program Description: DRR provides the collection of revenue for County Departments, the Superior Court, Special Districts and Cities. DRR provides collection and disbursement of money to victims of crime pursuant to court order.

ADD'L GROWTH REQUEST RECOMMENDED											
420,892	0	0	0	0	0	0	420,892	0	0	6.0	0

SCHEDULE:

State Controller Schedule County Budget Act January 2010		County of Sacramento Operation of Internal Service Fund Fiscal Year 2013-14			Schedule 10	
		Fund Title		031A - DEPT OF TECHNOLOGY		
		Service Activity		OCIT		
		Budget Unit		7600000		
Operating Detail	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended	
1	2	3	4	5	6	
Operating Revenues						
Charges for Service	\$ 48,658,485	\$ 48,409,110	\$ 50,502,978	\$ 71,434,627	\$ 71,434,627	
Total Operating Revenues	\$ 48,658,485	\$ 48,409,110	\$ 50,502,978	\$ 71,434,627	\$ 71,434,627	
Operating Expenses						
Salaries/Benefits	\$ 27,296,746	\$ 27,022,800	\$ 28,759,075	\$ 48,555,387	\$ 48,555,387	
Services & Supplies	15,567,561	18,821,787	18,040,826	17,947,546	17,947,546	
Other Charges	213,759	213,200	120,087	278,930	278,930	
Depreciation	796,051	1,383,000	1,298,198	2,215,053	2,215,053	
Total Operating Expenses	\$ 43,874,117	\$ 47,440,787	\$ 48,218,186	\$ 68,996,916	\$ 68,996,916	
Operating Income (Loss)	\$ 4,784,368	\$ 968,323	\$ 2,284,792	\$ 2,437,711	\$ 2,437,711	
Non-Operating Revenues (Expenses)						
Other Financing	\$ 164,520	\$ 130,223	\$ 130,223	\$ 31,740	\$ 31,740	
Other Revenues	100,833	77,700	-	-	-	
Gain/Sale/Property	37	-	-	-	-	
Equipment	(25,709)	-	-	-	-	
Loss/Disposition-Asset	(12,888)	-	-	-	-	
Debt Retirement	(3,676,673)	(3,680,134)	(3,680,134)	(3,689,488)	(3,689,488)	
Interest Expense	-	(23,100)	-	-	-	
Total Non-Operating Revenues (Expenses)	\$ (3,449,880)	\$ (3,495,311)	\$ (3,549,911)	\$ (3,657,748)	\$ (3,657,748)	
Income Before Capital Contributions and Transfers	\$ 1,334,488	\$ (2,526,988)	\$ (1,265,119)	\$ (1,220,037)	\$ (1,220,037)	
Intrafund Charges	3,572,006	7,169,639	7,326,201	5,709,494	5,709,494	
Intrafund Reimb	(3,572,005)	(7,169,639)	(7,326,201)	(5,709,494)	(5,709,494)	
Change In Net Assets	\$ 1,334,487	\$ (2,526,988)	\$ (1,265,119)	\$ (1,220,037)	\$ (1,220,037)	
Net Assets - Beginning Balance	8,048,737	9,495,731	9,495,731	6,968,743	6,968,743	
Equity and Other Account Adjustments	112,507	-	-	-	-	
Net Assets - Ending Balance	\$ 9,495,731	\$ 6,968,743	\$ 8,230,612	\$ 5,748,706	\$ 5,748,706	
Positions	232.0	240.0	222.0	381.0	381.0	
Revenues Tie To					SCH 1, COL 4	
Expenses Tie To					SCH 1, COL 6	

PROGRAM DESCRIPTION:

- The Department of Technology (DTech) is a central information technology and telecommunications provider for Sacramento County. DTech delivers a broad range of shared countywide information technology services to employees, departments and regional partners, and also develops customized solutions for specific departmental business applications.
- Core areas include:
 - Application Development and Support (Custom Applications Development; Content Management Storage and Retrieval; Enterprise Application Printing).
 - Servers and Data Center (Backup and Recovery; Consolidated Storage; Server Hosting; Installation and Support; Server Virtualization).
 - Electronic Security Systems for Buildings (Card Access; Intrusion, Fire, Panic Alarms).
 - Network Communication (Email; Anti-Virus; Remote Access; Wide Area Network; Local Area Network Installation and Support).
 - PC Installation and Support (Installation and Procurement of hardware and software).
 - Technology Support (Service Desk, System Logon Administration; Forensic Audits; Project Management).
 - Telephones and PDA's (Voice over Internet Protocol; Phones; Personal Digital Assistant's – new and changes to existing).
 - Websites Development and Support (Internet/Intranet Website Development and Support; Web Content Management System, Custom Application Development; Website Hosting).
 - Two-Way Radio and Paging Services (Local government Radio Program, County Pager Service; Communications Center).

2013-14 PROGRAM INFORMATION

BU: 7600000 Department of Technology

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
FUNDED												
<i>Program No. and Title: 001 Application Support</i>												
	19,251,805	1,009,347	0	0	0	0	18,225,992	0	0	16,466	130.0	0
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Develop, implement and maintain software applications such as law and justice, tax collection and payroll.												
<i>Program No. and Title: 002 Equipment Support</i>												
	13,750,646	509,632	0	0	0	0	13,139,491	0	0	101,523	111.7	0
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Equipment maintenance and administration for countywide services such as email, computer equipment and central servers.												
<i>Program No. and Title: 003 County Data Center</i>												
	9,135,459	2,847,820	0	0	0	0	6,285,447	0	0	2,192	35.5	0
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Operates a 24/7/365 data center for centralized hardware, software, databases and high volume printers.												
<i>Program No. and Title: 004 COMPASS</i>												
	6,469,136	5,800	0	0	0	0	6,463,336	0	0	0	31.7	0
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Enhance and support the Human Resources, Financial and Materials Management application (COMPASS).												
<i>Program No. and Title: 005 Communication Networks</i>												
	20,171,845	1,336,895	0	0	0	0	17,828,123	0	0	1,006,827	51.4	12
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Voice and data communication connectivity between county staff, their contacts and information storage.												

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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Program No. and Title: **006** Countywide IT Services

	9,617,007	0	0	0	0	0	9,523,978	0	0	93,029	20.7	0
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Program Type: Self-Supporting

Countywide Priority: 5 -- General Government

Strategic Objective: IS -- Internal Support

Program Description: Services provided for the benefit of everyone in the county. These include the countywide communications center, the county's data center, the office of the CIO and the countywide service desk.

FUNDED	78,395,898	5,709,494	0	0	0	0	71,466,367	0	0	1,220,037	381.0	12
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SCHEDULE:

State Controller Schedule County Budget Act January 2010		County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14			Schedule 9	
		Budget Unit Function Activity Fund		5710000 - Data Processing-Shared Systems GENERAL Other General 001A - GENERAL		
Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended	
1	2	3	4	5	6	
Prior Yr Carryover	\$ 440,044	\$ 396,530	\$ 396,530	\$ -	-	
Charges for Services	118,469	99,759	99,277	94,816	94,816	
Total Revenue	\$ 558,513	\$ 496,289	\$ 495,807	\$ 94,816	\$ 94,816	
Services & Supplies	\$ 7,085,919	\$ 7,225,239	\$ 7,391,515	\$ 7,371,271	\$ 7,371,271	
Intrafund Charges	321,526	321,886	321,886	321,886	321,886	
Total Expenditures/Appropriations	\$ 7,407,445	\$ 7,547,125	\$ 7,713,401	\$ 7,693,157	\$ 7,693,157	
Net Cost	\$ 6,848,932	\$ 7,050,836	\$ 7,217,594	\$ 7,598,341	\$ 7,598,341	

PROGRAM DESCRIPTION:

- This budget unit accounts for the cost of services provided by the Department of Technology (DTech) and the Department of Finance to support countywide shared computer systems and applications.
- The shared systems functional areas are as follows:
 - **Law and Justice** — Provides funds for the County Criminal Justice Information System (CJIS) which supports critical services for the District Attorney, Sheriff, Probation, Public Defender, Coroner, Human Assistance, Revenue Recovery, Superior Court, California Highway Patrol, 14 area city and county law enforcement agencies, 38 state agencies, and ten federal agencies including the FBI and Homeland Security.
 - **Special District Payroll** — Provides funds for Special District payroll, Wells Fargo Bank costs and related equipment and software.
 - **Property Tax Systems** — Provides funds for Secured and Unsecured Property Tax Bill systems, the Homeowner’s Exemption system, and the Computer Assisted Appraisal system.
 - **Fiscal and Management Systems** — Provides funds for the Sacramento County Agenda Management Application (AgendaNet), the support and enhancement of the County’s Web presence and Web portal, and the General Fund share of the Geographic Information System (GIS) support and maintenance.
 - **COMPASS** — Provides funds for the Comprehensive Online Management Personnel and Accounting System for Sacramento County (COMPASS).

2013-14 PROGRAM INFORMATION

BU: 5710000 Data Processing-Shared Systems

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
FUNDED												
Program No. and Title: 001 Law & Justice Systems												
	1,935,347	0	0	0	0	0	0	48,168	0	1,887,179	0.0	0
<i>Program Type:</i> Mandated												
<i>Countywide Priority:</i> 2 -- Discretionary Law-Enforcement												
<i>Strategic Objective:</i> PS1 -- Protect the community from criminal activity, abuse and violence												
<i>Program Description:</i> Provides a central point for funding the maintenance and enhancement of the Law Enforcement Systems (CJIS, JIMS, IJIS and CLETS) which are accessible to multiple law enforcement entities.												
Program No. and Title: 002 Payroll Systems												
	292,898	0	0	0	0	0	0	0	0	292,898	0.0	0
<i>Program Type:</i> Mandated												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Provides a central point for funding of Special District Payroll which supports multiple departments and local entities												
Program No. and Title: 003 Property & Tax Systems												
	1,067,916	0	0	0	0	0	0	0	0	1,067,916	0.0	0
<i>Program Type:</i> Mandated												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Provides a central point for funding the maintenance and enhancement of the Secured and Unsecured Tax which are used by multiple county departments.												
Program No. and Title: 004 COMPASS												
	3,773,626	0	0	0	0	0	0	36,060	0	3,737,566	0.0	0
<i>Program Type:</i> Mandated												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Provides a central point for funding the maintenance and enhancement of the Human Resources, Materials Management, Financial Reporting and Budget Systems which are countywide systems and used by virtually all county employees.												

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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Program No. and Title: **005 Other Shared Applications**

	623,370	0	0	0	0	0	0	10,588	0	612,782	0.0	0
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Program Type: Discretionary

Countywide Priority: 5 -- General Government

Strategic Objective: IS -- Internal Support

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])

FUNDED	7,693,157	0	0	0	0	0	0	94,816	0	7,598,341	0.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Operation of Internal Service Fund Fiscal Year 2013-14				Schedule 10	
	Fund Title		059A - REGIONAL RADIO Communications System			
	Service Activity		7020000			
	Budget Unit		7020000			
Operating Detail	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended	
1	2	3	4	5	6	
Operating Revenues						
Charges for Service	\$ 3,720,477	\$ 3,712,800	\$ 3,712,800	\$ 3,841,873	\$ 3,841,873	
Total Operating Revenues	\$ 3,720,477	\$ 3,712,800	\$ 3,712,800	\$ 3,841,873	\$ 3,841,873	
Operating Expenses						
Salaries/Benefits	\$ 1,090,124	\$ 1,231,837	\$ 1,138,269	\$ 1,210,182	\$ 1,210,182	
Services & Supplies	1,467,930	1,859,143	1,469,747	1,710,635	1,710,635	
Other Charges	9,448	19,700	19,700	13,019	13,019	
Depreciation	2,171,045	2,324,468	2,801,900	2,576,778	2,576,778	
Total Operating Expenses	\$ 4,738,547	\$ 5,435,148	\$ 5,429,616	\$ 5,510,614	\$ 5,510,614	
Operating Income (Loss)	\$ (1,018,070)	\$ (1,722,348)	\$ (1,716,816)	\$ (1,668,741)	\$ (1,668,741)	
Non-Operating Revenues (Expenses)						
Other Financing	\$ 10,163	\$ 10,053	\$ 10,053	\$ 1,585	\$ 1,585	
Other Revenues	1,228,745	1,626,763	1,626,763	1,450,000	1,450,000	
Interest Income	46,667	80,000	80,000	35,600	35,600	
Improvements	20	-	-	-	-	
Total Non-Operating Revenues (Expenses)	\$ 1,285,595	\$ 1,716,816	\$ 1,716,816	\$ 1,487,185	\$ 1,487,185	
Income Before Capital Contributions and Transfers	\$ 267,525	\$ (5,532)	\$ -	\$ (181,556)	\$ (181,556)	
Change In Net Assets	\$ 267,525	\$ (5,532)	\$ -	\$ (181,556)	\$ (181,556)	
Net Assets - Beginning Balance	13,454,383	13,721,908	13,721,908	13,716,376	13,716,376	
Equity and Other Account Adjustments	-	-	-	-	-	
Net Assets - Ending Balance	\$ 13,721,908	\$ 13,716,376	\$ 13,721,908	\$ 13,534,820	\$ 13,534,820	
Positions	9.0	9.0	9.0	9.0	9.0	
<hr/>						
Revenues Tie To					SCH 1, COL 4	
Expenses Tie To					SCH 1, COL 6	

PROGRAM DESCRIPTION:

- The Sacramento Regional Radio Communications System (SRRCS) operates and maintains two-way mobile communications for Sacramento County Departments, the cities of Sacramento, West Sacramento and Folsom, the Sacramento Regional Transit District, the Grant Joint Union High School District Police Department, Los Rios Community College District and all fire districts. The majority of the communication activities on SRRCS involve emergency response and other public safety activities.
 - These activities include regional law enforcement and fire suppression, emergency medical response, hazardous material responses, coordination of mutual aid, and interoperability between all participating agencies.
- The Department of Technology (DTech) is the lead agency in the maintenance of the system.
- The Radio and Electronics Division of DTech provides management and administrative oversight, technical support, preventative and corrective maintenance of the system.
- All expenses incurred by the division in managing and maintaining the systems are fully reimbursed by the system participants.

2013-14 PROGRAM INFORMATION

BU: 7020000 Regional Radio Communications System

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
FUNDED												
<i>Program No. and Title:</i>	001 SRRCS 800 Mhz. trunked radio backbone services											
	5,510,614	0	0	0	0	0	5,329,058	0	181,556	0	9.0	7
<i>Program Type:</i>	Self-Supporting											
<i>Countywide Priority:</i>	2 -- Discretionary Law-Enforcement											
<i>Strategic Objective:</i>	PS1 -- Protect the community from criminal activity, abuse and violence											
<i>Program Description:</i>	SRRCS maintains a network of radio communications equipment that supports a regional partnership of local, state and federal government jurisdictions in our region with a two-way mobile radio system. This system is used by law enforcement, fire services, regional transit, and general public services.											
FUNDED												
	5,510,614	0	0	0	0	0	5,329,058	0	181,556	0	9.0	7

SCHEDULE:

State Controller Schedules County Budget Act January 2010		County of Sacramento Operation of Internal Service Fund Fiscal Year 2013-14			Schedule 10 General Services Summary 700000	
Operating Detail	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended	
1	2	3		4	5	
Operating Revenues						
Use of Money/Prop	\$ 125	\$ 189	\$ -	\$ -	\$ -	
Charges for Services	123,225,877	127,465,582	133,224,856	150,507,443	150,251,515	
Total Operating Revenues	\$ 123,226,002	\$ 127,465,771	\$ 133,224,856	\$ 150,507,443	\$ 150,251,515	
Operating Expenses						
Salaries and Employee Benefits	\$ 39,542,123	\$ 39,498,806	\$ 41,850,500	\$ 57,939,698	\$ 57,622,970	
Services and Supplies	72,138,475	74,187,871	79,145,387	83,488,092	83,488,092	
Other Charges	857,189	497,808	666,952	643,128	643,128	
Depreciation	6,112,056	7,663,406	7,667,986	9,214,956	9,214,956	
Total Operating Expenses	\$ 118,649,843	\$ 121,847,891	\$ 129,330,825	\$ 151,285,874	\$ 150,969,146	
Operating Income (Loss)	\$ 4,576,159	\$ 5,617,880	\$ 3,894,031	\$ (778,431)	\$ (717,631)	
Non-Operating Revenues (Expenses)						
Other Financing	\$ 433,325	\$ 169,173	\$ 98,916	\$ 61,427	\$ 61,427	
Other Revenues	3,154,087	3,051,183	4,028,518	5,430,834	5,370,034	
Cost of Goods Sold	(4,283,278)	(4,450,196)	(6,700,000)	(4,100,000)	(4,100,000)	
Residual Eq Trn Out	(4,697,643)	(3,749,999)	(3,749,999)	(650,000)	(650,000)	
Equipment	(175,504)	(96,282)	(327,500)	(318,500)	(318,500)	
Gain /Sale/Property	323,059	400,000	400,000	600,000	600,000	
Loss/Disposition-Asset	(30,267)	(20,000)	(20,000)	(20,000)	(20,000)	
Debt Retirement	(1,179,400)	(1,175,739)	(1,176,000)	(1,167,030)	(1,167,030)	
Interest Expense	(797,131)	(913,867)	(913,965)	(583,300)	(583,300)	
Total Non-Operating Revenues (Expenses)	\$ (7,252,752)	\$ (6,785,727)	\$ (8,360,030)	\$ (746,569)	\$ (807,369)	
Income Before Capital Contributions and Transfers	\$ (2,676,593)	\$ (1,167,847)	\$ (4,465,999)	\$ (1,525,000)	\$ (1,525,000)	
Interfund Reimb	\$ (3,152,821)	\$ -	\$ -	\$ -	\$ -	
Intrafund Charges	20,838,529	22,200,934	23,604,260	24,860,154	24,860,154	
Intrafund Reimb	(20,792,581)	(21,250,061)	(23,604,260)	(24,860,154)	(24,860,154)	
Change in Net Assets	\$ 430,280	\$ (2,118,720)	\$ (4,465,999)	\$ (1,525,000)	\$ (1,525,000)	
Net Assets - Beginning Balance	19,160,788	20,173,124	20,173,124	18,054,404	18,054,404	
Equity and Other Account Adjustments	582,056	-	-	-	-	
Net Assets - Ending Balance	20,173,124	18,054,404	15,707,125	16,529,404	16,529,404	
<i>*Net assets only include Fund 035 Operations and excludes Capital Outlay Fund 034</i>						
Positions	391.7	384.7	387.7	508.7	504.1	
Revenues Tie To					SCH 1, COL 4	
Expenses Tie To					SCH 1, COL 6	
MEMO ONLY:						
CAPITAL REPLACEMENT AND ACQUISITION						
Miscellaneous Revenues	\$ 1,640,194	\$ 2,284,950	\$ 3,054,841	\$ 3,439,703	\$ 3,439,703	
Other Equipment	(1,920,987)	(8,266,862)	(8,140,000)	(8,471,000)	(8,471,000)	
Other Expenses	(3,104,638)	(1,950,000)	(1,950,000)	(2,000,000)	(2,000,000)	
Residual Eq Trn Out	(2,028,682)	-	-	-	-	
TOTAL	\$ (5,414,113)	\$ (7,931,912)	\$ (7,035,159)	\$ (7,031,297)	\$ (7,031,297)	

PROGRAM DESCRIPTION:

The Board of Supervisors created the Department of General Services to provide many of the essential centralized support 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:
 - **Administrative and Business Services** — Provides administrative services to the department and support services to all county agencies and departments:
 - Administrative Services: Provides accounting, budget and analysis services.
 - Support Services Division: Provides printing, U.S. mail, inter-office messenger, document scanning, records management, surplus property and recycling services, and warehousing services.
 - Project Management Division: Provides management and system coordination for departmental projects including information systems analysis, fiscal impact analysis, solution design, resource scheduling, application programming and stakeholder communication.
 - Alarm Services Unit: Performs the design, installation, and maintenance of the County's electronic security alarm, surveillance, and access control systems at most County owned and leased facilities.
 - **Construction Management and Inspection Division (CMID)** — Supports the construction efforts of the County. CMID staff ensures that projects are constructed in accordance with plans, specifications and county standards. The Division provides inspection, basic materials testing, and construction management for publicly bid construction contracts which provide for the construction/installation of infrastructure maintained by the County.
 - **Contract and Purchasing Services** — Provides centralized procurement services, coordinates the procurement card program, and prepares complex legal contracts and agreements for operating staff to complete construction projects.
 - **Facility and Property Services** — Provides facility maintenance, security functions, and facility planning services 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.
 - Energy Management Program: 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.
 - Facility Planning and Management: Provides for the administration of facility planning for county-owned and leased facilities. The division manages the following programs:

PROGRAM DESCRIPTION (CONT.):

- Architectural Services Division: 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.
- Capital Construction Fund: Provides funding for construction and remodeling of county-owned facilities.
- Computer Aided Facility Management.
- Environmental Management Services.
- Master Planning for county-owned and leased facilities.
- Real Estate Division: Negotiates the purchase of real estate property interests required for projects of Municipal Services, Sacramento Regional County Sanitation District, Sacramento Area Sewer District, Department of Regional Parks, other County agencies, and special districts. It also manages county-owned property, sells surplus real estate, negotiates revenue leases, negotiates and manages facility leases; and provides property management in support of the County Facility Management Program.
- **Fleet Services** — The Fleet Services Division purchases, rents and maintains light and heavy equipment.
 - Light Equipment Section: Provides automotive equipment for all county departments.
 - Heavy Equipment Section: Maintains a fleet of construction equipment and other heavy vehicles for county organizations.
 - Parking Enterprise: Provides parking services to the public, county employees, and other governmental agencies.

2013-14 PROGRAM INFORMATION

BU: 7000000 General Services

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
FUNDED												
Program No. and Title: 001 Department Administration												
	4,290,462	3,618,259	0	0	0	0	0	672,203	0	0	20.8	1
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Plans, directs and controls activities for the department												
Program No. and Title: 002 GS-Bradshaw District												
	13,470,773	647,421	0	0	0	0	0	12,523,352	300,000	0	78.0	44
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Provide facility maintenance and custodial services to other departments within the County. Maintains, repairs and makes necessary alterations in order to provide a safe environment for employees and the public.												
Program No. and Title: 003 GS-Downtown District												
	7,985,561	458,812	0	0	0	0	0	7,276,749	250,000	0	51.0	7
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Provide facility maintenance and custodial services to other departments within the County. Maintains, repairs and makes necessary alterations in order to provide a safe environment for employees and the public.												
Program No. and Title: 004 GS Security												
	2,942,229	168,005	0	0	0	0	0	2,649,224	125,000	0	27.0	4
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Provides security services for county owned facilities and some leased facilities.												
Program No. and Title: 005 GS-Airport District												
	6,251,013	0	0	0	0	0	0	6,201,013	50,000	0	37.0	0
<i>Program Type:</i> Self-Supporting												
<i>Countywide Priority:</i> 5 -- General Government												
<i>Strategic Objective:</i> IS -- Internal Support												
<i>Program Description:</i> Provide maintenance and operation services of the SCAS facilities including repair work.												

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
<hr/>												
Program No. and Title:	<u>006 Central Purchasing</u>											
	2,640,372	419,914	0	0	0	0	0	2,045,458	175,000	0	18.0	0
Program Type:	Self-Supporting											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Centralized purchasing & contracting services for county departments											
<hr/>												
Program No. and Title:	<u>007 Support Services</u>											
	8,323,278	603,242	0	0	0	0	0	7,720,036	0	0	21.5	5
Program Type:	Self-Supporting											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Provide accurate and cost effective countywide services to all departments including activities such as the U.S. Postal/Interoffice mail messenger, Central Stores, Records Management, Printing, Imaging, and Surplus Property Management. The division is also an integral element in tracking county fixed assets.											
<hr/>												
Program No. and Title:	<u>008 Light Fleet Services</u>											
	28,661,833	8,279,282	0	0	0	0	0	19,907,551	475,000	0	24.0	5
Program Type:	Self-Supporting											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Maintains county owned automotive equipment											
<hr/>												
Program No. and Title:	<u>009 Heavy Fleet Services</u>											
	33,369,633	8,568,984	0	0	0	0	0	24,800,649	0	0	82.0	38
Program Type:	Self-Supporting											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Operation and maintenance of the heavy equipment rental fleet											
<hr/>												
Program No. and Title:	<u>010 Energy Management</u>											
	9,287,097	394,533	0	0	0	0	0	8,742,564	150,000	0	1.0	0
Program Type:	Self-Supporting											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Manage the County's Energy Program to maximize energy savings and minimize county cost											
<hr/>												

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
<i>Program No. and Title: 011 Facility Planning and Management</i>												
	802,343	66,118	0	0	0	0	0	736,225	0	0	3.8	1
<i>Program Type:</i>	Self-Supporting											
<i>Countywide Priority:</i>	5 -- General Government											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Facility planning for county owned and leased facilities											
<hr/>												
<i>Program No. and Title: 012 Computer Aided Facility Management</i>												
	324,549	324,543	0	0	0	0	0	6	0	0	1.0	0
<i>Program Type:</i>	Self-Supporting											
<i>Countywide Priority:</i>	5 -- General Government											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Manages the computer system that tracks, records, and processes facility maintenance requests in county owned and leased facilities.											
<hr/>												
<i>Program No. and Title: 013 Real Estate Operations</i>												
	2,888,245	254,519	0	0	0	0	0	2,633,726	0	0	18.0	2
<i>Program Type:</i>	Self-Supporting											
<i>Countywide Priority:</i>	5 -- General Government											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Acquisition, Relocation, and Asset Management of Real Property & admin/fiscal support											
<hr/>												
<i>Program No. and Title: 014 Real Estate Operations</i>												
	39,852,117	161,623	0	0	0	0	0	39,690,494	0	0	0.0	0
<i>Program Type:</i>	Self-Supporting											
<i>Countywide Priority:</i>	5 -- General Government											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Reflects lease costs for county departments in leased facilities											
<hr/>												
<i>Program No. and Title: 015 Real Estate Operations</i>												
	1,088,363	0	0	0	0	0	0	1,088,363	0	0	4.0	1
<i>Program Type:</i>	Self-Supporting											
<i>Countywide Priority:</i>	5 -- General Government											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Lease Negotiation and Administration for County Leased Facilities											

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
<hr/>												
Program No. and Title:	<u>016 GS-Alarm Services</u>											
	1,197,610	38,801	0	0	0	0	0	1,158,809	0	0	5.0	5
Program Type:	Self-Supporting											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Design, installation, & maintenance of the County's electronic security alarm, surveillance, & access control systems											
<hr/>												
Program No. and Title:	<u>017 GS-Architectural Services</u>											
	2,317,996	15,000	0	0	0	0	0	2,302,996	0	0	13.0	3
Program Type:	Self-Supporting											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Architectural & engineering design services for county construction, alterations & improvements											
<hr/>												
Program No. and Title:	<u>018 GS-Construction Management and Inspection - Administration</u>											
	815,960	752,691	0	0	0	0	0	63,269	0	0	4.0	3
Program Type:	Self-Supporting											
Countywide Priority:	5 -- General Government											
Strategic Objective:	IS -- Internal Support											
Program Description:	Construction Management division-wide administrative services											
<hr/>												
Program No. and Title:	<u>019 GS-Construction Management and Inspection Division-Construction Management & Inspection</u>											
	14,451,266	88,407	0	0	0	0	0	14,362,859	0	0	85.0	87
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	PS2 -- Keep the community safe from environmental hazards and natural disasters											
Program Description:	Ensures that contractors construct public buildings in accordance with approved plans & specifications											
<hr/>												
Program No. and Title:	<u>020 GS-Construction Management and Inspection Division-Materials Testing Laboratory</u>											
	1,707,430	0	0	0	0	0	0	1,707,430	0	0	10.0	10
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	PS2 -- Keep the community safe from environmental hazards and natural disasters											
Program Description:	Testing & verification of construction materials & processes used in construction of public improvements											
<hr/>												
FUNDED	182,668,130	24,860,154	0	0	0	0	0	156,282,976	1,525,000	0	504.1	216

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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UNFUNDED

Program No. and Title: **001** *Department Administration*

60,800	0	0	0	0	0	0	0	60,800	0	0	0.8	0
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Program Type: Self-Supporting

Countywide Priority: 5 -- General Government

Strategic Objective: IS -- Internal Support

Program Description: Plans, directs and controls activities for the department

Program No. and Title: **009** *Heavy Fleet Services*

206,319	0	0	0	0	0	0	0	206,319	0	0	3.0	0
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Program Type: Self-Supporting

Countywide Priority: 5 -- General Government

Strategic Objective: IS -- Internal Support

Program Description: Operation and maintenance of the heavy equipment rental fleet

Program No. and Title: **013** *Real Estate Operations*

49,609	0	0	0	0	0	0	0	49,609	0	0	0.8	0
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Program Type: Self-Supporting

Countywide Priority: 5 -- General Government

Strategic Objective: IS -- Internal Support

Program Description: Acquisition, Relocation, and Asset Management of Real Property & admin/fiscal support

UNFUNDED

316,728	0	0	0	0	0	0	0	316,728	0	0	4.6	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Operation of Internal Service Fund Fiscal Year 2013-14				Schedule 10
	Fund Title Service Activity Budget Unit		056A - PARKING ENTERPRISE Parking Operations 7990000		
Operating Detail	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Operating Revenues					
Charges for Service	\$ 2,402,861	\$ 2,358,778	\$ 2,364,756	\$ 2,356,138	\$ 2,356,138
Use Of Money/Prop	254,915	253,288	115,700	173,944	173,944
Total Operating Revenues	\$ 2,657,776	\$ 2,612,066	\$ 2,480,456	\$ 2,530,082	\$ 2,530,082
Operating Expenses					
Salaries/Benefits	\$ 496,966	\$ 510,889	\$ 521,129	\$ 534,957	\$ 534,957
Services & Supplies	1,014,433	1,039,304	1,034,383	1,363,240	1,363,240
Other Charges	65,835	83,238	80,848	64,721	64,721
Depreciation	298,275	300,946	307,100	310,000	310,000
Total Operating Expenses	\$ 1,875,509	\$ 1,934,377	\$ 1,943,460	\$ 2,272,918	\$ 2,272,918
Operating Income (Loss)	\$ 782,267	\$ 677,689	\$ 536,996	\$ 257,164	\$ 257,164
Non-Operating Revenues (Expenses)					
Other Financing	\$ 56,644	\$ -	\$ -	\$ 1,369	\$ 1,369
Other Revenues	336,267	175,716	329,807	140,984	140,984
Interest Income	6,567	9,186	6,000	4,700	4,700
Computer Software	(14,338)	-	-	-	-
Equipment	(20,028)	-	-	-	-
Improvements	1	-	(40,803)	(40,803)	(40,803)
Debt Retirement	(818,105)	(817,836)	(817,836)	(356,092)	(356,092)
Interest Expense	(20,559)	(14,164)	(14,164)	(7,322)	(7,322)
Total Non-Operating Revenues (Expenses)	\$ (473,551)	\$ (647,098)	\$ (536,996)	\$ (257,164)	\$ (257,164)
Income Before Capital Contributions and Transfers	\$ 308,716	\$ 30,591	\$ -	\$ -	\$ -
Change In Net Assets	\$ 308,716	\$ 30,591	\$ -	\$ -	\$ -
Net Assets - Beginning Balance	2,807,655	3,838,924	3,838,924	3,869,515	3,869,515
Equity and Other Account Adjustments	722,553	-	-	-	-
Net Assets - Ending Balance	\$ 3,838,924	\$ 3,869,515	\$ 3,838,924	\$ 3,869,515	\$ 3,869,515
Positions	7.0	7.0	7.0	7.0	7.0
Revenues Tie To					SCH 1, COL 4
Expenses Tie To					SCH 1, COL 6

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 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 Department of Airports; General Services; Regional Parks; and Highway Patrol through a contract with the City of Sacramento.

2013-14 PROGRAM INFORMATION

BU: 7990000 General Services-Parking Enterprise

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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FUNDED

Program No. and Title: **001 Parking Operations**

2,677,135	0	0	0	0	0	0	2,677,135	0	0	7.0	0
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Program Type: Self-Supporting

Countywide Priority: 5 -- General Government

Strategic Objective: EG -- Promote a healthy and growing regional economy and county revenue base through business growth and workforce employability

Program Description: Provides for debt service requirement for the Parking Garage. Provides parking services for the Courts, the County and the public at county facilities throughout the county.

FUNDED	2,677,135	0	0	0	0	0	2,677,135	0	0	7.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Operation of Internal Service Fund Fiscal Year 2013-14				Schedule 10	
				Fund Title Service Activity Budget Unit	037A - LIABILITY PROPERTY Liability/Property Insurance 3910000	
Operating Detail	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended	
1	2	3	4	5	6	
Operating Revenues						
Charges for Service	\$ 15,480,269	\$ 16,389,994	\$ 16,389,994	\$ 16,706,817	\$ 16,706,817	
Total Operating Revenues	\$ 15,480,269	\$ 16,389,994	\$ 16,389,994	\$ 16,706,817	\$ 16,706,817	
Operating Expenses						
Services & Supplies	\$ 19,055,490	\$ 17,340,762	\$ 18,004,788	\$ 18,175,955	\$ 18,175,955	
Other Charges	30,733	70,908	70,908	27,728	27,728	
Total Operating Expenses	\$ 19,086,223	\$ 17,411,670	\$ 18,075,696	\$ 18,203,683	\$ 18,203,683	
Operating Income (Loss)	\$ (3,605,954)	\$ (1,021,676)	\$ (1,685,702)	\$ (1,496,866)	\$ (1,496,866)	
Non-Operating Revenues (Expenses)						
Other Revenues	\$ 1,380,022	\$ 1,748,992	\$ 1,685,702	\$ 1,496,866	\$ 1,496,866	
Total Non-Operating Revenues (Expenses)	\$ 1,380,022	\$ 1,748,992	\$ 1,685,702	\$ 1,496,866	\$ 1,496,866	
Income Before Capital Contributions and Transfers	\$ (2,225,932)	\$ 727,316	\$ -	\$ -	\$ -	
Change In Net Assets	\$ (2,225,932)	\$ 727,316	\$ -	\$ -	\$ -	
Net Assets - Beginning Balance	(9,668,027)	(13,962,490)	(13,962,490)	(13,235,174)	(13,235,174)	
Equity and Other Account Adjustments	(2,068,531)	-	-	-	-	
Net Assets - Ending Balance	\$ (13,962,490)	\$ (13,235,174)	\$ (13,962,490)	\$ (13,235,174)	\$ (13,235,174)	
<hr/>						
Revenues Tie To					SCH 1, COL 4	
Expenses Tie To					SCH 1, COL 6	

PROGRAM DESCRIPTION:

- Liability Insurance** — Sacramento County is self-insured for Liability Insurance claims. The County also purchases excess Liability 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 coverages including property, boiler and machinery, aircraft, airport operations and pollution liability. The Liability Insurance program is administered by the Risk Management Office in the Department of Personnel Services. The mission of the Liability 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. The costs of the Liability Insurance program are allocated to County departments based on 70 percent seven-year claims history and 30 percent full-time equivalent (FTE) positions.
- Property Insurance** — The Risk Management Office purchases a property insurance policy for County-owned property and administers all claims against the policy. The costs of Property Insurance for County-owned properties where the properties/facilities are 100 percent administered and/or occupied by a single department are allocated by the Department of Personnel Services to the respective department. Costs of Property Insurance for County-owned facilities occupied by multiple departments are allocated by the Office of Financial Management based on the percentage of total building square footage each department occupies. The costs of all Property Insurance are based on property value.

2013-14 PROGRAM INFORMATION

BU: 3910000 Liability/ Property Insurance

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
FUNDED												
<i>Program No. and Title:</i>	<i>001 Liability/Property Insurance</i>											
	18,203,683	0	0	0	0	0	0	18,203,683	0	0	0.0	0
<i>Program Type:</i>	Mandated											
<i>Countywide Priority:</i>	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Sacramento County is self-insured for all Liability Insurance claims.											
FUNDED												
	18,203,683	0	0	0	0	0	0	18,203,683	0	0	0.0	0

SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **5740000 - Office of Compliance**
 Function **PUBLIC PROTECTION**
 Activity **Other Protection**
 Fund **001A - GENERAL**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Prior Yr Carryover	\$ 2,162	\$ 2,248	\$ 2,248	\$ -	-
Residual Equity Transfer In	1,099	1,013	1,013	99	99
Total Revenue	\$ 3,261	\$ 3,261	\$ 3,261	\$ 99	\$ 99
Salaries & Benefits	\$ 179,561	\$ 212,236	\$ 212,236	\$ 216,759	\$ 216,759
Services & Supplies	53,246	67,485	109,841	111,039	111,039
Interfund Charges	16,652	7,826	7,826	7,908	7,908
Intrafund Charges	23,621	28,568	28,568	23,980	23,980
Intrafund Reimb	(271,981)	(312,854)	(355,210)	(359,587)	(359,587)
Total Expenditures/Appropriations	\$ 1,099	\$ 3,261	\$ 3,261	\$ 99	\$ 99
Net Cost	\$ (2,162)	\$ -	\$ -	\$ -	\$ -
Positions	2.0	2.0	2.0	2.0	2.0

PROGRAM DESCRIPTION:

The Office of Compliance was created to address increasing mandates of state and federal legislation, and the need for project management of assigned reviews and audits across agencies and departments. Federal legislation mandates the designation of a Compliance Officer, a role that is assigned to the County Clerk-Recorder. The Office ensures countywide compliance with the Health Insurance Portability and Accountability Act (HIPAA) of 1996. The HIPAA Privacy Rule and the Security Rule established regulations that govern privacy and security of personal medical information and administrative standardization. HIPAA also addresses simplification of standards for health care transactions and billing of federal health care revenues.

2013-14 PROGRAM INFORMATION

BU: 5740000 Office of Compliance

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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FUNDED

Program No. and Title: **001 Compliance**

359,686	359,587	0	0	0	0	0	99	0	0	2.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: IS -- Internal Support

Program Description: The Office Of Compliance is responsible for ensuring compliance by the county's covered entities with federal and state laws to safeguard privacy and security of patient protected health information, including Code Of Federal Regulations (CFR) 45, the Health Insurance Portability And Accountability Act (HIPAA); CFR 42, Confidentiality Of Alcohol And Drug Patient Records; the Fair And Accurate Credit Transactions Act (FACTA); and other applicable laws.

FUNDED	359,686	359,587	0	0	0	0	99	0	0	2.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **5780000 - Office of Inspector General**
 Function **PUBLIC PROTECTION**
 Activity **Other Protection**
 Fund **001A - GENERAL**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Prior Yr Carryover	\$ 19,793	\$ 21,426	\$ 21,426	\$ -	-
Total Revenue	\$ 19,793	\$ 21,426	\$ 21,426	\$ -	-
Salaries & Benefits	\$ 717	\$ 383	\$ 1,000	\$ 7,337	\$ 7,337
Services & Supplies	57,616	25,270	60,254	88,104	88,104
Total Expenditures/Appropriations	\$ 58,333	\$ 25,653	\$ 61,254	\$ 95,441	\$ 95,441
Net Cost	\$ 38,540	\$ 4,227	\$ 39,828	\$ 95,441	\$ 95,441

PROGRAM DESCRIPTION:

Independent oversight is an emerging concept for municipal government. When a heightened sense of concern for transparency and accountability dictates, ensuring that mechanisms are in place to provide for this level of review serves the public interest and exemplifies progressive governance. This is the primary role of the Sacramento County Office of Inspector General. The Inspector General independently reviews defined areas of interest and recommends ways to strengthen and improve services and standards of conduct in order to safeguard and strengthen the public trust through transparency and accountability.

2013-14 PROGRAM INFORMATION

BU: 5780000 Office of Inspector General

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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FUNDED

Program No. and Title: **001 Office of Inspector General**

95,441	0	0	0	0	0	0	0	0	95,441	0.0	0
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Program Type: Discretionary

Countywide Priority: 2 -- Discretionary Law-Enforcement

Strategic Objective: IS -- Internal Support

Program Description: The Office of Inspector General independently monitors defined areas of interest, analyzing trends and recommending ways to strengthen and improve law enforcement services and the citizen complaint and investigations processes.

FUNDED	95,441	0	0	0	0	0	0	0	95,441	0.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **6050000 - Personnel Services**
 Function **GENERAL**
 Activity **Personnel**
 Fund **001A - GENERAL**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Prior Yr Carryover	\$ (52,669)	\$ 1,144,715	\$ 1,144,715	\$ -	-
Intergovernmental Revenues	238,960	84,770	-	-	-
Charges for Services	12,613,419	10,688,474	11,903,124	12,397,134	12,006,190
Miscellaneous Revenues	7,143	785	-	-	-
Residual Equity Transfer In	37,374	71,358	36,405	7,529	7,529
Total Revenue	\$ 12,844,227	\$ 11,990,102	\$ 13,084,244	\$ 12,404,663	\$ 12,013,719
Salaries & Benefits	\$ 21,264,651	\$ 19,763,539	\$ 22,073,906	\$ 23,076,195	\$ 22,021,777
Services & Supplies	3,406,104	3,499,293	3,677,396	4,061,997	3,986,463
Improvements	(19)	-	-	-	-
Intrafund Charges	1,743,312	1,929,042	1,929,042	1,941,996	1,941,996
Intrafund Reimb	(14,712,398)	(13,201,772)	(14,596,100)	(16,675,525)	(15,936,517)
Total Expenditures/Appropriations	\$ 11,701,650	\$ 11,990,102	\$ 13,084,244	\$ 12,404,663	\$ 12,013,719
Net Cost	\$ (1,142,577)	\$ -	\$ -	\$ -	-
Positions	205.0	198.7	201.4	204.7	196.7

PROGRAM DESCRIPTION:

The Department of Personnel Services is responsible for providing central personnel, employee benefits, labor relations, 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.

PROGRAM DESCRIPTION (CONT.):

- Managing employee benefits 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).
- Providing or managing skills-based training programs and employee development services, 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 department-specific human resources services and support to the County's operating departments.
- Negotiating and administering the County's labor agreements; seeking to resolve disputes with employees and employee organizations; and providing support to County management regarding labor relations matters.
- 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 County's Unemployment Insurance, Liability/Property Insurance, Workers' Compensation Insurance, and Safety/Accident Prevention and Industrial Hygiene programs.

2013-14 PROGRAM INFORMATION

BU: 6050000 Personnel Services

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
FUNDED												
Program No. and Title:	<u>001A DPS Administration</u>											
	959,807	786,210	0	0	0	0	0	173,597	0	0	3.0	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	Provides support services in all areas of personnel, payroll, and administration; prepares, monitors, and controls the budget; provides centralized department purchasing and facilities management; manages, develops, and maintains departmental systems applications; manages local area networks; acquires and supports computer hardware and software; provides systems support for department staff; prepares the department's annual financial statements; performs departmental accounting and record keeping.											
Program No. and Title:	<u>002A Employment Services</u>											
	3,268,557	2,437,830	0	0	0	0	0	830,727	0	0	27.6	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	Administers the County's Classification Plan; develops County job classification specifications, collects salary information, and recommends salaries for County classes; designs job-related examinations for County classes, administers County Civil Service examinations, and certifies eligible candidates for employment.											
Program No. and Title:	<u>003A Leadership & Organizational Development</u>											
	551,215	412,935	0	0	0	0	0	138,280	0	0	4.0	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	Manages college education at the worksite (County Campus), skills-based training programs, and employee development services; provides support for the Customer Service and Quality movement in the County; and provides Countywide and department-specific training services.											
Program No. and Title:	<u>004 Labor Relations</u>											
	974,941	730,364	0	0	0	0	0	244,577	0	0	4.0	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	Assists departments in carrying out mission and delivery of services; promotes the resolution of interest and rights disputes; fosters harmonious and cooperative labor relations between the County and Recognized Employee Organizations.											

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
<i>Program No. and Title: 005A Department Services</i>												
	13,105,046	8,685,858	0	0	0	0	0	4,419,188	0	0	98.1	0
<i>Program Type:</i>	Mandated											
<i>Countywide Priority:</i>	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	This program consists of six service teams. Four of these teams (the Human Resources (HR) Service Teams) are comprised of human resources professionals responsible for providing all human resources support and services to each of the County's operating departments. Services provided include employee relations consultation, discipline, investigations, leaves of absence, payroll processing, and maintenance of the human resources information system (COMPASS). The COMPASS Support Team provides Countywide services related to system and configuration changes needed in COMPASS to support the County's human resources business operations. The Special Programs Team provides Countywide human resources services in the areas of position control, Salary Resolution Amendment (SRA) administration, Unemployment Insurance administration, and State Disability Insurance payroll integration.											
<hr/>												
<i>Program No. and Title: 006 Employee Benefits</i>												
	2,895,661	1,732,141	0	0	0	0	0	1,163,520	0	0	11.0	0
<i>Program Type:</i>	Mandated											
<i>Countywide Priority:</i>	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Manages contracts and administers 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; Omnibus Budget Reconciliation Act; Taxable Equity Financial Responsibility Act; Deferred Compensation (Internal Revenue Code section 457); and 401(a).											
<hr/>												
<i>Program No. and Title: 007 Liability/Property Insurance Personnel</i>												
	622,104	0	0	0	0	0	0	622,104	0	0	5.1	0
<i>Program Type:</i>	Mandated											
<i>Countywide Priority:</i>	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Funds staffing for the Liability/Property Insurance program.											
<hr/>												
<i>Program No. and Title: 008 Disability Compliance</i>												
	466,659	0	0	0	0	0	0	466,659	0	0	3.0	0
<i>Program Type:</i>	Mandated											
<i>Countywide Priority:</i>	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Coordinates compliance with laws that prohibit discrimination against persons with disabilities; provides related training and technical assistance to County agencies and departments; provides staff and administrative support to the County's Disability Advisory Committee and subcommittees.											

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
<hr/>												
Program No. and Title:	<u>009 Equal Employment Opportunity</u>											
	330,079	0	0	0	0	0	0	330,079	0	0	2.0	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	Provides Equal Employment recruiting and monitoring; assists County agencies and departments in developing methods for reviewing County workforce statistical information to evaluate the effectiveness of the County's Equal Employment Opportunity program; provides staff assistance to the County's Equal Employment Opportunity Committee; advises County agencies and departments on Equal Employment policies; represents the County and assists County agencies and departments in responding to state and federal Equal Employment Opportunity compliance agencies.											
<hr/>												
Program No. and Title:	<u>010 Safety Office</u>											
	1,530,780	1,151,179	0	0	0	0	0	379,601	0	0	9.9	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	Administers the Countywide Safety/Accident Prevention and Industrial Hygiene programs.											
<hr/>												
Program No. and Title:	<u>011A Workers' Compensation Personnel</u>											
	3,245,387	0	0	0	0	0	0	3,245,387	0	0	29.0	0
Program Type:	Mandated											
Countywide Priority:	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
Strategic Objective:	IS -- Internal Support											
Program Description:	Funds staffing for the Workers' Compensation Insurance program.											
<hr/>												
FUNDED	27,950,236	15,936,517	0	0	0	0	0	12,013,719	0	0	196.7	0

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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UNFUNDED

Program No. and Title: 001B DPS Administration Unfunded

75,534	61,872	0	0	0	0	0	13,662	0	0	0.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: IS -- Internal Support

Program Description: Provides support services in all areas of personnel, payroll, and administration; prepares, monitors, and controls the budget; provides centralized department purchasing and facilities management; manages, develops, and maintains departmental systems applications; manages local area networks; acquires and supports computer hardware and software; provides systems support for department staff; prepares the department's annual financial statements; performs departmental accounting and record keeping.

Program No. and Title: 002B Employment Services Unfunded

300,000	224,741	0	0	0	0	0	75,259	0	0	0.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: IS -- Internal Support

Program Description: Administers the County's Classification Plan; develops County job classification specifications, collects salary information, and recommends salaries for County classes; designs job-related examinations for County classes, administers County Civil Service examinations, and certifies eligible candidates for employment.

Program No. and Title: 003B Leadership & Organizational Development Unfunded

245,955	184,254	0	0	0	0	0	61,701	0	0	2.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: IS -- Internal Support

Program Description: Manages college education at the worksite (County Campus), skills-based training programs, and employee development services; provides support for the Customer Service and Quality movement in the County; and provides Countywide and department-specific training services.

Program No. and Title: 005B Department Services Unfunded

452,463	268,141	0	0	0	0	0	184,322	0	0	5.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: IS -- Internal Support

Program Description: This program consists of six service teams. Four of these teams (the Human Resources (HR) Service Teams) are comprised of human resources professionals responsible for providing all human resources support and services to each of the County's operating departments. Services provided include employee relations consultation, discipline, investigations, leaves of absence, payroll processing, and maintenance of the human resources information system (COMPASS). The COMPASS Support Team provides Countywide services related to system and configuration changes needed in COMPASS to support the County's human resources business operations. The Special Programs Team provides Countywide human resources services in the areas of position control, Salary Resolution Amendment (SRA) administration, Unemployment Insurance administration, and State Disability Insurance payroll integration.

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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Program No. and Title: **011B Workers' Compensation Personnel Unfunded**

	56,000	0	0	0	0	0	0	56,000	0	0	1.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: IS -- Internal Support

Program Description: Funds staffing for the Workers' Compensation Insurance program.

UNFUNDED	1,129,952	739,008	0	0	0	0	0	390,944	0	0	8.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010	County of Sacramento Detail of Financing Sources and Financing Uses Governmental Funds Fiscal Year 2013-14	Schedule 9
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Budget Unit **5970000 - Office of Labor Relations**
 Function **GENERAL**
 Activity **Personnel**
 Fund **001A - GENERAL**

Detail by Revenue Category and Expenditure Object	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended
1	2	3	4	5	6
Prior Yr Carryover	\$ 1,086	\$ -	\$ -	\$ -	-
Intergovernmental Revenues	-	(12)	-	-	-
Charges for Services	-	166,480	280,835	-	-
Miscellaneous Revenues	1,487	826	-	-	-
Residual Equity Transfer In	870	1,670	1,670	-	-
Total Revenue	\$ 3,443	\$ 168,964	\$ 282,505	\$ -	-
Salaries & Benefits	\$ 678,440	\$ 479,320	\$ 613,554	\$ -	-
Services & Supplies	152,499	117,738	286,456	-	-
Intrafund Charges	153,604	10,370	122,194	-	-
Intrafund Reimb	-	(438,464)	(739,699)	-	-
Total Expenditures/Appropriations	\$ 984,543	\$ 168,964	\$ 282,505	\$ -	-
Net Cost	\$ 981,100	\$ -	\$ -	\$ -	-
Positions	4.0	4.0	4.0	0.0	0.0

PROGRAM DESCRIPTION:

The Office of Labor Relations is responsible for preparing for and conducting labor negotiations; advising and hearing grievance and disciplinary appeals; and administering employee relations statutes, ordinances, and policies. Effective July 1, 2013, the Office of Labor Relations was reorganized under the Department of Personnel Services.

INFORMATION ONLY

SCHEDULE:

State Controller Schedule County Budget Act January 2010		County of Sacramento Operation of Internal Service Fund Fiscal Year 2013-14				Schedule 10
		Fund Title 040A - UNEMPLOYMENT INSURANCE				
		Service Activity Unemployment Insurance				
		Budget Unit 3930000				
Operating Detail	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended	
1	2	3	4	5	6	
Operating Revenues						
Charges for Service	\$ 3,973,522	\$ 1,488,388	\$ 4,082,614	\$ 2,464,115	\$ 2,464,115	
Total Operating Revenues	\$ 3,973,522	\$ 1,488,388	\$ 4,082,614	\$ 2,464,115	\$ 2,464,115	
Operating Expenses						
Services & Supplies	\$ 3,966,289	\$ 1,473,926	\$ 4,068,152	\$ 2,454,756	\$ 2,454,756	
Other Charges	7,233	14,462	14,462	9,359	9,359	
Total Operating Expenses	\$ 3,973,522	\$ 1,488,388	\$ 4,082,614	\$ 2,464,115	\$ 2,464,115	
Operating Income (Loss)	\$ -	\$ -	\$ -	\$ -	\$ -	
Non-Operating Revenues (Expenses)						
Total Non-Operating Revenues (Expenses)	\$ -	\$ -	\$ -	\$ -	\$ -	
Income Before Capital Contributions and Transfers	\$ -	\$ -	\$ -	\$ -	\$ -	
Change In Net Assets	\$ -	\$ -	\$ -	\$ -	\$ -	
Net Assets - Beginning Balance	730,215	731,913	731,913	731,913	731,913	
Equity and Other Account Adjustments	1,698	-	-	-	-	
Net Assets - Ending Balance	\$ 731,913	\$ 731,913	\$ 731,913	\$ 731,913	\$ 731,913	
Revenues Tie To					SCH 1, COL 4	
Expenses Tie To					SCH 1, COL 6	

PROGRAM DESCRIPTION:

Sacramento County is self-insured for all Unemployment Insurance claims. The Unemployment Insurance program is administered by the Department of Personnel Services. The mission of the Unemployment Insurance program is to provide centralized, uniform administration of Unemployment Insurance claims. The costs of Unemployment Insurance claims payments and administration are allocated to County departments based on 90 percent five-year claims history and ten percent full-time equivalent (FTE) positions.

2013-14 PROGRAM INFORMATION

BU: 3930000 Unemployment Insurance

Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
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FUNDED

Program No. and Title: 001 Unemployment Insurance

2,464,115	0	0	0	0	0	0	2,464,115	0	0	0.0	0
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Program Type: Mandated

Countywide Priority: 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations

Strategic Objective: IS -- Internal Support

Program Description: Sacramento County is self-insured for all Unemployment Insurance claims.

FUNDED	2,464,115	0	0	0	0	0	2,464,115	0	0	0.0	0
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SCHEDULE:

State Controller Schedule County Budget Act January 2010		County of Sacramento Operation of Internal Service Fund Fiscal Year 2013-14				Schedule 10
		Fund Title 039A - WORKERS COMPENSATION Service Activity Workers' Compensation Insurance Budget Unit 3900000				
Operating Detail	2011-12 Actual	2012-13 Estimated	2012-13 Adopted	2013-14 Requested	2013-14 Recommended	
1	2	3	4	5	6	
Operating Revenues						
Charges for Service	\$ 27,607,417	\$ 27,813,992	\$ 27,813,992	\$ 26,904,053	\$ 26,904,053	
Intergovernmental Revenues	(152,408)	-	-	-	-	
Total Operating Revenues	\$ 27,455,009	\$ 27,813,992	\$ 27,813,992	\$ 26,904,053	\$ 26,904,053	
Operating Expenses						
Services & Supplies	\$ 25,281,236	\$ 24,068,809	\$ 27,508,808	\$ 26,744,227	\$ 26,744,227	
Other Charges	173,692	330,184	330,184	184,862	184,862	
Depreciation	1,063	1,594	-	-	-	
Total Operating Expenses	\$ 25,455,991	\$ 24,400,587	\$ 27,838,992	\$ 26,929,089	\$ 26,929,089	
Operating Income (Loss)	\$ 1,999,018	\$ 3,413,405	\$ (25,000)	\$ (25,036)	\$ (25,036)	
Non-Operating Revenues (Expenses)						
Other Financing	\$ 141	\$ 2,772	\$ -	\$ 36	\$ 36	
Other Revenues	323,976	3,856,298	25,000	25,000	25,000	
Equipment	(10,628)	-	-	-	-	
Total Non-Operating Revenues (Expenses)	\$ 313,489	\$ 3,859,070	\$ 25,000	\$ 25,036	\$ 25,036	
Income Before Capital Contributions and Transfers	\$ 2,312,507	\$ 7,272,475	\$ -	\$ -	\$ -	
Change In Net Assets	\$ 2,312,507	\$ 7,272,475	\$ -	\$ -	\$ -	
Net Assets - Beginning Balance	(93,957,500)	(95,129,365)	(95,129,365)	(87,856,890)	(87,856,890)	
Equity and Other Account Adjustments	(3,484,372)	-	-	-	-	
Net Assets - Ending Balance	\$ (95,129,365)	\$ (87,856,890)	\$ (95,129,365)	\$ (87,856,890)	\$ (87,856,890)	
	Revenues Tie To				SCH 1, COL 4	
	Expenses Tie To				SCH 1, COL 6	

PROGRAM DESCRIPTION:

Sacramento County is self-insured for all Workers' Compensation Insurance claims; the County also purchases excess Workers' Compensation Insurance to cover claims above a self-insured retention of \$3.0 million. The Workers' Compensation Insurance program is administered by the Department of Personnel Services. The mission of the Workers' Compensation Office is to handle claims for injuries and illnesses which occur on the job in an expeditious manner while protecting the interests of the County through application of good risk management and financial practices. The costs of Workers' Compensation Insurance claims payments and administration are allocated to County departments based on 70 per cent five-year claims history and 30 percent estimated risk (calculated by weighted payroll).

2013-14 PROGRAM INFORMATION

BU: 3900000 Workers' Compensation Insurance

	Appropriations	Reimbursements	Federal Revenues	State Revenues	Realignment	Pro 172	Fees	Other Revenues	Carryover	Net Cost	Positions	Vehicles
FUNDED												
<i>Program No. and Title: 001 Workers' Compensation Insurance</i>												
	26,929,089	0	0	0	0	0	0	26,929,089	0	0	0.0	0
<i>Program Type:</i>	Mandated											
<i>Countywide Priority:</i>	1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
<i>Strategic Objective:</i>	IS -- Internal Support											
<i>Program Description:</i>	Sacramento County is self-insured for all Workers' Compensation Insurance claims.											
FUNDED												
	26,929,089	0	0	0	0	0	0	26,929,089	0	0	0.0	0