

# SANITATION DISTRICTS AGENCY

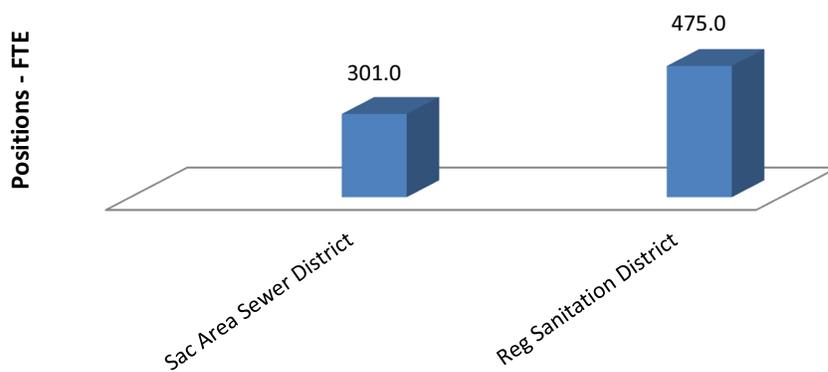
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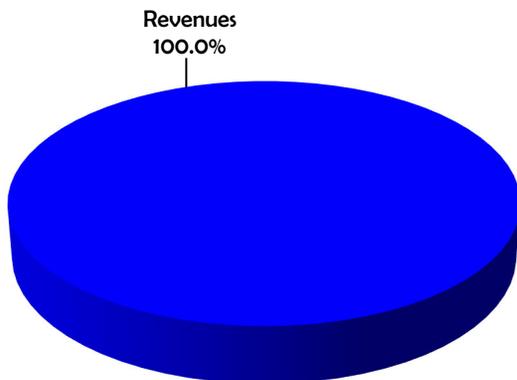
# INTRODUCTION



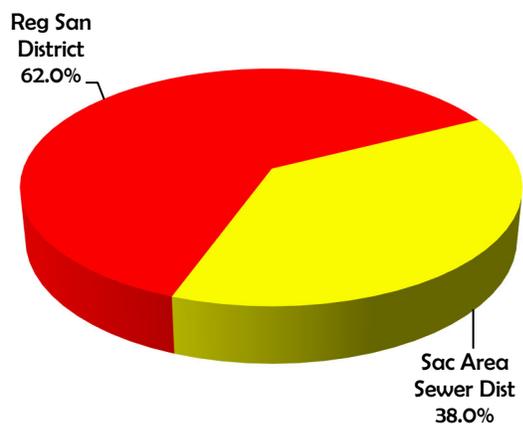
## Staffing Trend



## Financing Sources



## Financing Uses



The mission of the Sanitation Districts Agency (SDA) is to protect and enhance public health and the environment through safe collection, conveyance and treatment of wastewater in the Sacramento region. The Agency provides the staffing and labor to oversee and carryout the goals and missions of the Sacramento Area Sewer District (SASD) and the Sacramento Regional County Sanitation District (SRCSD), including the operation of the Sacramento Regional Wastewater Treatment Plant (SRWTP).

The Agency consists of five departments whose directors are responsible for the day to day activities to operate and maintain more than 3,000 miles of mainline pipe, 1,400 miles of lower lateral pipe, 117 pump stations, 169 miles of interceptor pipelines, and the SRWTP. The Directors also oversee the master planning process and the plan, design, and construction of capital projects that are not included in the County's budget but in a separate budget document for SASD and SRCSD, respectively. The following departments report directly to the Agency:

**Sacramento Regional County Sanitation District Operations** – Provides wastewater conveyance, treatment and disposal for residents in the Sacramento Region. This department also operates and maintains an interconnected system of interceptor pipelines, pump stations and the SRWTP.

**Policy and Planning** – Monitors and directly engages in the regulatory process; advocates on federal and state issues; and works with regulatory agencies to develop permits for both SRCSD and SASD. The Department also evaluates life cycle costs to ensure current and future facilities are sustainable; administers a pretreatment program and local permit programs, new user investigations and initial permitting; and conducts incident response for suspected or actual illegal dischargers of wastewater to the collection system, interceptor or treatment plant.

**Internal Services** – Provides administrative services and support to both SRCSD and SASD in the areas of fiscal; administration; payroll and personnel; information technology; records management; training; real estate; purchasing and stores.

**Districts Finance** – Provides financial oversight and support to both SRCSD and SASD; prepares Comprehensive Annual Financial Reports and other financial reports; issues bonds and manages the related debt service; sets rates and fees; reviews and monitors agency budgets; and develops financial policies and procedures.

**Public Affairs** – Provides communications support to SRCSD and SASD for public outreach, print and web-based materials for both internal and external audiences, media relations, education programs, communications counsel and training, public meeting coordination, event management and strategic planning.

**Sacramento Area Sewer District Operations** – Provides sewer services to build, operate and, maintain the system of piping and pump stations that collect and convey wastewater from homes and businesses to the SRWTP.

# INTRODUCTION

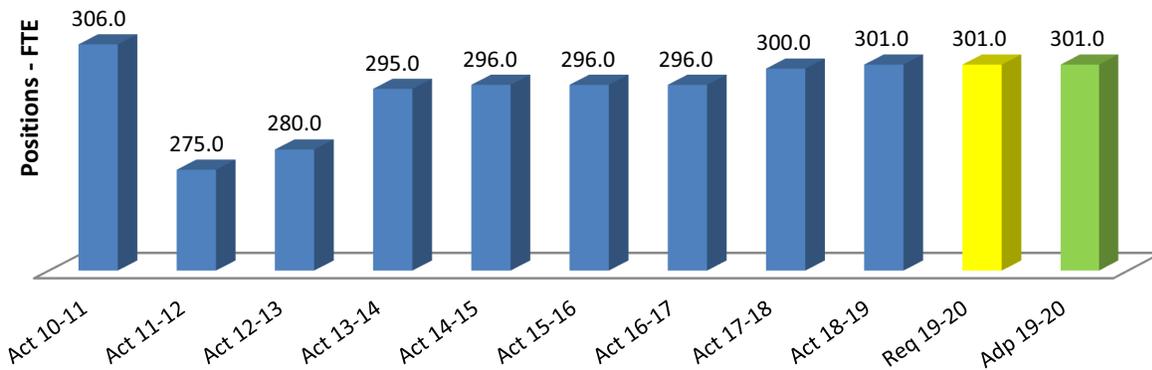
## Sanitation Districts Agency Budget Units/Departments

<b>Fund</b>	<b>Budget Unit No.</b>	<b>Departments/Budget Units</b>	<b>Requirements</b>	<b>Financing</b>	<b>Net Cost</b>	<b>Positions</b>
267A	3005000	Sacramento Area Sewer District	\$42,935,360	\$42,935,360	\$0	301.0
261A	3028000	Regional Sanitation District	70,054,268	70,054,268	0	475.0
		<b>TOTAL</b>	<b>\$112,989,628</b>	<b>\$112,989,628</b>	<b>\$0</b>	<b>776.0</b>

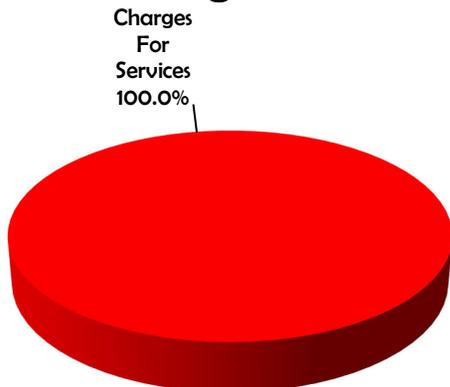
**DEPARTMENTAL STRUCTURE**  
PRABHAKAR SOMAVARAPU, Agency Administrator



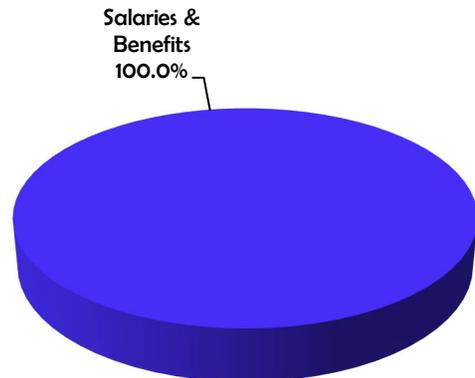
**Staffing Trend**



**Financing Sources**



**Financing Uses**



Summary					
Classification	2017-18 Actual	2018-19 Actual	2018-19 Adopted	2019-20 Recommend	2019-20 Adopted by the Board of Supervisors
1	2	3	4	5	6
Total Requirements	38,643,699	39,802,120	41,062,158	42,935,360	42,935,360
Total Financing	38,643,699	39,802,114	41,062,158	42,935,360	42,935,360
Net Cost	-	6	-	-	-
Positions	300.0	301.0	301.0	301.0	301.0

**PROGRAM DESCRIPTION:**

- The Sacramento Area Sewer District (SASD) is governed by a Board of Directors comprised of the Sacramento County Board of Supervisors and one representative each from the cities of Citrus Heights, Elk Grove, Folsom, Rancho Cordova, and Sacramento.
- The Sacramento Area Sewer District (SASD) Operations of the Sanitation Districts Agency provides staffing to support and carryout the mission and goals of SASD.

**MISSION:**

To protect public health and the environment by efficiently and effectively collecting sewage for our community.

**Goal:**

Our goal is to continue setting the bar for essential sewage collection services.

**FY 2019-20 RECOMMENDED BUDGET**

**STAFFING LEVEL CHANGES FOR FY 2019-20:**

The following position changes were made by various Salary Resolution Amendments during Fiscal Year 2018-19:

Assistant Engineer – Civil Level 2 .....	-1.0
Environmental Specialist 3 .....	-1.0
Geographic Informational Systems Analyst Level 2 .....	-1.0
Information Technology Analyst Level 2 .....	-1.0
Sanitation District Data Management Technician Level 2 .....	-1.0
Associate Civil Engineer .....	1.0
Information Technology Applications Analyst Level 2 .....	1.0
Environmental Specialist 2 .....	1.0
Geographic Informational Systems Technician Level 2 .....	1.0
Principal Engineering Technician .....	1.0
<b>Total</b>	<b>0.0</b>

**FY 2019-20 BUDGET RECOMMENDED FOR ADOPTION**

ADJUSTMENTS TO APPROVED RECOMMENDED 2019-20 BUDGET			
Budget Unit: 3005000 - Sacramento Area Sewer Operations			
Detail by Revenue Category and Expenditure Object	Approved Recommended Budget 2019-20	Recommended For Adopted Budget 2019-20	Variance
Charges for Services	\$ 42,935,360	\$ 42,935,360	\$ -
<b>Total Revenue</b>	<b>\$ 42,935,360</b>	<b>\$ 42,935,360</b>	<b>\$ -</b>
Salaries & Benefits	\$ 42,935,360	\$ 42,935,360	\$ -
<b>Total Financing Uses</b>	<b>\$ 42,935,360</b>	<b>\$ 42,935,360</b>	<b>\$ -</b>
<b>Total Expenditures/Appropriations</b>	<b>\$ 42,935,360</b>	<b>\$ 42,935,360</b>	<b>\$ -</b>
<b>Net Cost</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Positions	301.0	301.0	0.0

**DESCRIPTION OF CHANGES FROM APPROVED RECOMMENDED BUDGET:**

- Appropriations and revenues have not changed.

**STAFFING LEVEL CHANGES FROM APPROVED RECOMMENDED BUDGET:**

- The following position changes are included as part of the Fiscal Year 2019-20 Adopted Budget:

Assistant Underground Construction Maintenance Specialist.....	-1.0
Mechanical Maintenance Technician HOLD.....	-1.0
Sanitation District Maintenance & Operations Assistant .....	1.0
Sanitation District Maintenance & Operations Senior Technician .....	1.0
Sanitation District Maintenance & Operations Technician.....	2.0
Sanitation District Mechanic 3 .....	1.0
Underground Construction and Maintenance Specialist .....	-2.0
Underground Construction and Maintenance Supervisor .....	-1.0
<b>Total</b>	<b>0.0</b>

**SCHEDULE:**

State Controller Schedule County Budget Act January 2010		County of Sacramento Special Districts and Other Agencies Financing Sources and Uses by Budget Unit by Object Fiscal Year 2019-20				Schedule 15
3005000 - Sacramento Area Sewer Operations 267A - SACRAMENTO AREA SEWER DISTRICT						
Detail by Revenue Category and Expenditure Object	2017-18 Actual	2018-19 Actual	2018-19 Adopted	2019-20 Recommended	2019-20 Adopted by the Board of Supervisors	
1	2	3	4	5	6	
Charges for Services	\$ 38,643,699	\$ 39,802,114	\$ 41,062,158	\$ 42,935,360	\$ 42,935,360	
<b>Total Revenue</b>	<b>\$ 38,643,699</b>	<b>\$ 39,802,114</b>	<b>\$ 41,062,158</b>	<b>\$ 42,935,360</b>	<b>\$ 42,935,360</b>	
Salaries & Benefits	\$ 38,643,699	\$ 39,802,120	\$ 41,062,158	\$ 42,935,360	\$ 42,935,360	
<b>Total Financing Uses</b>	<b>\$ 38,643,699</b>	<b>\$ 39,802,120</b>	<b>\$ 41,062,158</b>	<b>\$ 42,935,360</b>	<b>\$ 42,935,360</b>	
<b>Total Expenditures/Appropriations</b>	<b>\$ 38,643,699</b>	<b>\$ 39,802,120</b>	<b>\$ 41,062,158</b>	<b>\$ 42,935,360</b>	<b>\$ 42,935,360</b>	
<b>Net Cost</b>	<b>\$ -</b>	<b>\$ 6</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	
Positions	300.0	301.0	301.0	301.0	301.0	

**2019-20 PROGRAM INFORMATION**

**BU: 3005000 Sacramento Area Sewer District**

Appropriations	Reimbursements		Net	Federal	State	Fees/ Other	Fund Balance	Net Cost	Positions	Vehicles
	Realignment/ Prop 172	Other	Appropriations							

**FUNDED**

*Program No. and Title: 001 SASD - Sanitation Services Support*

42,935,360	0	0	42,935,360	0	0	42,935,360	0	0	301.0	0
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*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:* Provide sanitation support services to the District so that the health and environment of the Sacramento community is protected

<b>FUNDED</b>	42,935,360	0	0	42,935,360	0	0	42,935,360	0	0	301.0	0
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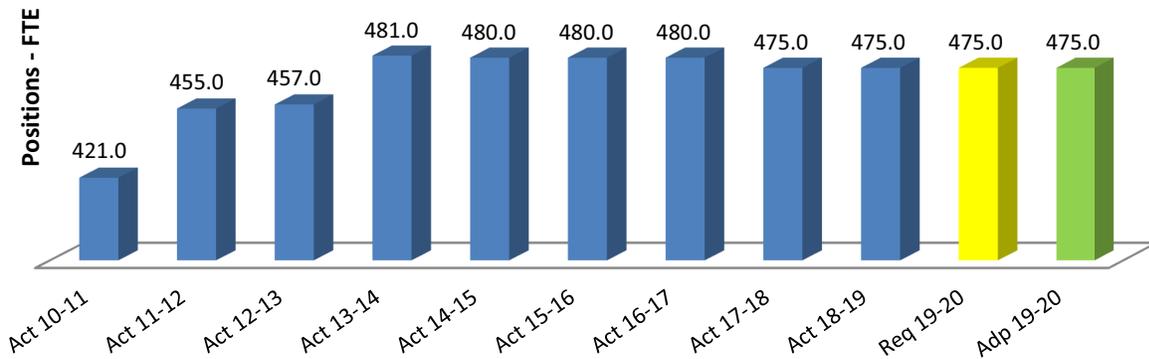
<b>GRAND TOTAL FUNDED</b>	42,935,360	0	0	42,935,360	0	0	42,935,360	0	0	301.0	0
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**DEPARTMENTAL STRUCTURE**

RUBEN ROBLES, Director

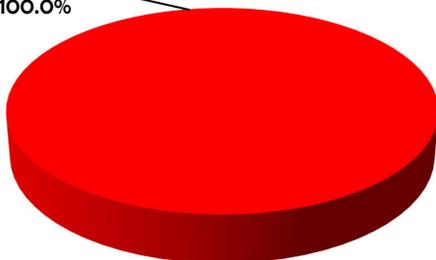


**Staffing Trend**



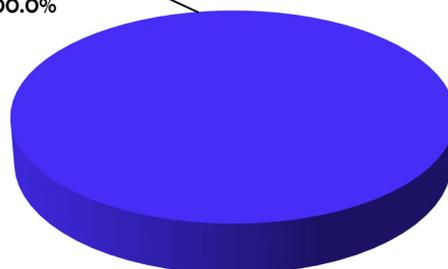
**Financing Sources**

Charges For Services  
100.0%



**Financing Uses**

Salaries & Benefits  
100.0%



Summary					
Classification	2017-18 Actual	2018-19 Actual	2018-19 Adopted	2019-20 Recommend	2019-20 Adopted by the Board of Supervisors
1	2	3	4	5	6
Total Requirements	61,475,347	63,960,160	66,074,226	70,054,268	70,054,268
Total Financing	61,475,347	63,960,159	66,074,226	70,054,268	70,054,268
Net Cost	-	1	-	-	-
Positions	476.0	475.0	475.0	475.0	475.0

**PROGRAM DESCRIPTION:**

- The Sacramento Regional County Sanitation District (Regional San) is governed by a 17-member Board of Directors comprised of the Sacramento County Board of Supervisors; one representative each from the cities of Citrus Heights, Folsom, Rancho Cordova, and West Sacramento; one representative from Yolo County; five representatives from the City of Sacramento; and two representatives from the City of Elk Grove.
- The three departments and two offices of the Sanitation Districts Agency provides staffing to support and carryout the mission and goals of Regional San.

**MISSION:**

Regional San protects public health and the environment by conveying, treating, and recovering resources from wastewater responsibly and cost effectively.

**FY 2019-20 RECOMMENDED BUDGET**

**STAFFING LEVEL CHANGES FOR FY 2019-20:**

The following position changes were made by various Salary Resolution Amendments during Fiscal Year 2019-20:

Engineering Technician Level 2 .....	-1.0
Environmental Specialist 3 .....	-0.8
Environmental Specialist 3 .....	-0.2
Information Technology Analyst Level 2.....	-7.0
Information Technology Analyst Level 2.....	-0.8
Information Technology Analyst Level 2.....	-0.2
Information Technology Applications Analyst Level 2 .....	-0.8
Information Technology Applications Analyst Level 2 .....	-0.2
Mechanical Maintenance Technician .....	-4.0
Senior Engineering Technician.....	-1.0
Senior Information Technology Analyst HOLD.....	-3.0

**STAFFING LEVEL CHANGES FOR FY 2019-20 (cont.):**

The following position changes were made by various Salary Resolution Amendments during Fiscal Year 2019-20:

Senior Office Specialist .....	-1.0
Stationary Engineer 1 .....	-1.0
Electrician .....	1.0
Environmental Specialist 3 .....	1.0
Sanitation District Data Management Technician Level 2 .....	2.0
Senior Office Specialist Confidential .....	1.0
Supervisor Information Technology Analyst .....	2.0
Geographic Info Systems Analyst 3 .....	1.0
Information Technology Applications Analyst Level 2 .....	3.0
Information Technology Applications Analyst Level 2 .....	0.8
Information Technology Applications Analyst Level 2 .....	0.2
Information Technology Business Systems Analyst Level 2 .....	2.0
Information Technology Infrastructure Analyst Level 2 .....	3.0
Sanitation District Mechanic 3 .....	2.0
Sanitation District Mechanic Level 2 .....	<u>2.0</u>
<b>Total</b>	<b>0.0</b>

**FY 2019-20 BUDGET RECOMMENDED FOR ADOPTION**

ADJUSTMENTS TO APPROVED RECOMMENDED 2019-20 BUDGET			
Budget Unit: 3028000 - Regional Sanitation District			
Detail by Revenue Category and Expenditure Object	Approved Recommended Budget 2019-20	Recommended For Adopted Budget 2019-20	Variance
Charges for Services	\$ 70,054,268	\$ 70,054,268	\$ -
Total Revenue	\$ 70,054,268	\$ 70,054,268	\$ -
Salaries & Benefits	\$ 70,054,268	\$ 70,054,268	\$ -
Total Financing Uses	\$ 70,054,268	\$ 70,054,268	\$ -
Total Expenditures/Appropriations	\$ 70,054,268	\$ 70,054,268	\$ -
Net Cost	\$ -	\$ -	\$ -
Positions	475.0	475.0	0.0

**DESCRIPTION OF CHANGES FROM APPROVED RECOMMENDED BUDGET:**

- Appropriations and revenues have not changed.

**STAFFING LEVEL CHANGES FROM APPROVED RECOMMENDED BUDGET:**

- The following position changes are included as part of the Fiscal Year 2019-20 Adopted Budget:
  - Administrative Services Officer 1 ..... 1.0
  - Associate Administrative Analyst Level 2..... -1.0
  - Assistant Engineer – Civil Level 2 Limited Term ..... -1.0
  - Assistant Mechanical Maintenance Technician HOLD..... -1.0
  - Engineering Technician Level 2 ..... -1.0
  - Environmental Laboratory Analyst ..... 1.0
  - Mechanical Maintenance Technician HOLD ..... -2.0
  - Office Specialist Level 2 Confidential ..... -1.0
  - Sanitation District Data Management Technician Level 2 ..... 1.0
  - Sanitation District Mechanic 3 ..... 1.0
  - Sanitation District Mechanic Level 2 ..... 2.0
  - Senior Contract Services Officer ..... 1.0

**Total 0.0**

**SCHEDULE:**

State Controller Schedule County Budget Act January 2010		County of Sacramento Special Districts and Other Agencies Financing Sources and Uses by Budget Unit by Object Fiscal Year 2019-20				Schedule 15
		3028000 - Regional Sanitation District 261A - REGIONAL SANITATION DISTRICT				
Detail by Revenue Category and Expenditure Object	2017-18 Actual	2018-19 Actual	2018-19 Adopted	2019-20 Recommended	2019-20 Adopted by the Board of Supervisors	
1	2	3	4	5	6	
Charges for Services	\$ 61,475,347	\$ 63,960,159	\$ 66,074,226	\$ 70,054,268	\$ 70,054,268	
Total Revenue	\$ 61,475,347	\$ 63,960,159	\$ 66,074,226	\$ 70,054,268	\$ 70,054,268	
Salaries & Benefits	\$ 61,475,347	\$ 63,960,160	\$ 66,074,226	\$ 70,054,268	\$ 70,054,268	
Total Financing Uses	\$ 61,475,347	\$ 63,960,160	\$ 66,074,226	\$ 70,054,268	\$ 70,054,268	
Total Expenditures/Appropriations	\$ 61,475,347	\$ 63,960,160	\$ 66,074,226	\$ 70,054,268	\$ 70,054,268	
Net Cost	\$ -	\$ 1	\$ -	\$ -	\$ -	
Positions	476.0	475.0	475.0	475.0	475.0	

**2019-20 PROGRAM INFORMATION**

**BU: 3028000 Sacramento Regional County Sanitation District**

<u>Appropriations</u>	<u>Reimbursements</u>		<u>Net</u>	<u>Federal</u>	<u>State</u>	<u>Fees/</u>	<u>Fund</u>	<u>Net</u>	<u>Positions</u>	<u>Vehicles</u>
	<u>Realignment/</u>	<u>Other</u>	<u>Appropriations</u>			<u>Other</u>	<u>Balance</u>	<u>Cost</u>		
	<u>Prop 172</u>									

**FUNDED**

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

51,324,276	0	0	51,324,276	0	0	51,324,276	0	0	336.0	0
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*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:* Provide sanitation support services to District to ensure safe conveyance and treatment of wastewater for the Sacramento Regional County Sanitation District, including the Sacramento Regional Wastewater Treatment Plant, and its customers, in order to protect public health and the environment.

**Program No. and Title: 002 Internal Services**

9,725,370	0	0	9,725,370	0	0	9,725,370	0	0	83.0	0
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*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:* Includes the Office of the District Engineer and all fiscal and general administration staff for both Regional San and SASD. Responsible for budget development and monitoring; program cost accounting; accounts payable/receivable; personnel/payroll; training; records management; Sewer Lifeline Rate Assistance Program; and all administrative support.

**Program No. and Title: 003 Policy and Planning**

6,989,483	0	0	6,989,483	0	0	6,989,483	0	0	42.0	0
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*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:* Responsible for monitoring and engaging in state and federal legislative and regulatory processes; long-range strategic planning to optimize wastewater conveyance and treatment; sustainability and “green” efforts; watershed management programs; scientific research and technical support related to environmental and process needs; rates and fees development; and policies including development and oversight of ordinances and agreements with contributing and other agencies.

**Program No. and Title: 004 Office of Finance**

1,228,005	0	0	1,228,005	0	0	1,228,005	0	0	8.0	0
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*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:* Responsible for financial activities, including preparation of the Comprehensive Annual Financial Reports, grant reports, and other financial reports; debt issuance and management; investment management; long-term financial planning and revenue projections; development of financial policies and procedures; budget review and monitoring; and auditing of contributing agencies and internal financial activities.

	Appropriations	Reimbursements		Net Appropriations	Federal	State	Fees/ Other	Fund Balance	Net Cost	Positions	Vehicles
		Realignment/ Prop 172	Other								
<b>Program No. and Title: 005 Office of Public Affairs</b>											
	787,134	0	0	787,134	0	0	787,134	0	0	6.0	0
<i>Program Type:</i> Mandated											
<i>Countywide Priority:</i> 1 -- Flexible Mandated Countywide/Municipal or Financial Obligations											
<i>Strategic Objective:</i> PS2 -- Keep the community safe from environmental hazards and natural disasters											
<i>Program Description:</i> Provides internal and external communications and public affairs management. Responsible for education of and outreach to customers, stakeholders, Board of Directors, and policymakers. Implements communication strategies for projects; produces print and internet-based communications; facilitates media relations; oversees Proposition 218 activities; and coordinates public meetings, communications training, event planning, and strategic communications.											
<b>FUNDED</b>											
	70,054,268	0	0	70,054,268	0	0	70,054,268	0	0	475.0	0
<b>GRAND TOTAL FUNDED</b>											
	70,054,268	0	0	70,054,268	0	0	70,054,268	0	0	475.0	0