

# **GENERAL SERVICES**

**MISSION STATEMENT**

It is the mission of Butte County General Services to provide high quality, timely and cost effective service to its customers in a courteous and professional manner. General Services personnel shall also strive to treat all customers in a fair and impartial manner, keep them informed of pertinent information and provide easy access to departmental services and personnel.

**PROGRAMS AND SERVICES**

The General Services Department is responsible for the centralized management of certain service functions operating in support of other County departments and functions. Beginning with FY 2009-10 all functions of this department except Veterans Services (see explanation below) are included in a single budget, whereas in previous years, they have been spread among a number of separate budgets. In addition to the management of capital projects, which continue to be budgeted in a separate fund, the services provided by this Department are grouped in this consolidated budget under four sub-budgets, three of which include cost centers:

**Consolidated Administration** – Managerial and administrative personnel are consolidated into a single unit to provide unified leadership, as well as administrative and fiscal oversight and flexible support for the entire Department.

**Centralized Real Property Asset Management** – The cost centers included in this sub-budget include Acquisition/Disposal Services, Leased Fee Services, Public Works Acquisitions, Leasehold Services, and one for each of the Veterans Memorial Halls. Services provided countywide include maintenance of an inventory of all real property owned by, leased by, or leased to the County; recommending action on, and implementing, real property transactions on behalf of the County, including purchase, acquisition, lease, and sale (including the disposal of surplus real property); managing the planning, design, and construction of buildings and other facilities in support of County departments; and serves as the liaison to Veterans Hall Committees, including approving the use of, and scheduling, the Veterans Memorial Halls, and collecting rents/deposits.

**Centralized Procurement Management** – The cost centers included in this sub-budget include Contract Services, Purchasing Services, Mailroom/Courier Services, and Print Shop Services. Services provided County-wide include the establishment of criteria for standardization of equipment and materials that are utilized by many different departments, performing the purchase/rental and sale/disposal of all personal property on behalf of the County, the review and execution of contracts for all County departments, maintenance of the Contracts/Purchasing Manual and the County Purchasing Ordinance, providing contract templates and training for all County departments, performing duplication, printing, and contract services for the production of County forms and publications, coordinating the lease and maintenance of all County convenience copy machines, provision of interdepartmental courier and message service between all County facilities, provision of a centralized collection and mailing operation for outgoing U.S. Mail, and providing a surplus equipment clearinghouse for the redistribution of County personal property assets between departments as well as the final disposition of surplus equipment that is no longer of benefit to the County.

**Centralized Facilities Management** – The cost centers included in this sub-budget include Preventative Maintenance, Repairs, and Facility Modification. Services provided include maintenance of County-owned facilities, and leased properties as assigned; design and construction of special projects as required to meet specific needs; remodeling of County-owned facilities; provision of grounds maintenance and custodial support of assigned County-owned properties and facilities.

**Veterans Services** – Provides assistance to veterans and their dependents in filing claims to access benefits to which they are entitled, including compensation and pensions.

**FY 2008-09 ACCOMPLISHMENTS**

- Completed key maintenance and repair projects, including renovations in the Gridley & Paradise Veterans Memorial Halls, the completion of the work on, and dedication of, the Chico Veterans Memorial Hall, major paving projects, replacement of most of the HVAC units at the Jail, completion of the Courthouse addition, and flooring repairs in the Chico and Oroville libraries.
- Improved the process for updating and tracking progress on Capital Improvement projects. Using Gantt Chart software, identified conflicts and gaps in planning, critical paths, and funding. Significant effort also went into specific capital projects, including planning the government center, land acquisition for a north campus, and new quarters at Fire Station #55.
- Negotiated both new and amended leases for over 16 transactions in nine months, with an additional 4 still in progress. The high level of professionalism brought to these transactions resulted in significant benefits to the County.
- Completed over 380 work orders each month in an average of under 6 working days. Efforts to establish Total Quality Control principles have resulted in improved processes.
- Developed the Department's webpage on the County intranet, which now provides information ranging from contact information to outlining news and events such as the roll-out of the new multi-functional copiers, and standard forms to all departments. The Internet webpage provides information on the scheduling and availability of the Veterans Memorial Halls, open solicitations, and surplus sales.
- Closed three right-of-way acquisitions in the past quarter with Public Works in a fraction of the time previously experienced for these transactions, and continue to provide a high level of professional service to other public works projects. Bringing a high level of professionalism to the process, negotiations with property owners have formalized to reduce risk to the County.
- Developed a County Contract Database which has allowed a strategic perspective on County contracting not previously available or employed to date, such as consolidation of contracts for like-services.
- Supported departments in major contract solicitations, such as landfill to gas, mortuary services, IHSS outside services, and detainee medical services.
- Performed the solicitation for and implemented a new consolidated contract for multi-functional copiers, avoiding unacceptable contract forms that are becoming the industry standard.
- Improved processes reducing processing times and increasing internal controls (i.e., Third Party Partnership Revenue contracts, sole source justification forms, inclusion of non-assignment clause).
- Responded to the summer 2008 fires. In addition, many employees from the Procurement and Administration divisions worked for months after the fires on financial and property recovery efforts. As a direct result of these efforts, the County was given high praise by State and Federal agencies for the quality of recovery results in the County.

**SUMMARY OF DEPARTMENTAL BUDGET REQUEST**

- The Department budget request includes funding to maintain fiscal year 2008-09 staffing and operations level for the department.

- The Department budget request includes various major maintenance projects identified in the Facilities Major Maintenance Plan.

**CHIEF ADMINISTRATIVE OFFICER'S RECOMMENDATION**

- The recommendation includes appropriation of \$6,318,529 with restricted revenue of \$5,535,547 (including \$2,157,710 in charges to non-General Fund departments, \$74,000 in outside revenues, and \$3,303,837 in charges to General Fund departments that are shown as a negative appropriation). The use of discretionary revenues by the department is \$782,982.
- The recommendation includes the elimination of 1 Facilities Manager, 1 Facilities Project Specialist, 1 Supervisor Grounds Maintenance, 1 Office Specialist, and 1 Account Clerk. The recommended reductions are in addition to those approved by the Board of Supervisors in FY 2008-09, which included:
  - March 3, 2009 – 1 Grounds Maintenance Worker, 1 Building Crafts Worker
  - March 24, 2009 – 3 Janitors, 2 Building Crafts Workers, 1 Veterans Services Officer position reduced to .6 FTE, 1 Veterans Services Representative reduced to .6FTE.
- The recommendation includes increasing the Veterans Services Officer and Veterans Services Representative positions from .6 FTE to .7 FTE to allow the office to be open 4 days per week.
- For FY 2009-10, General Services will work with the Department of Employment and Social Services (DESS) to study the feasibility of transferring the administrative oversight for the Veterans Service Office (VSO) to DESS in order to enhance VSO services by closely coordinating the resources available through the existing DESS One-Stop partnerships to better assist Butte County's veterans.
- The recommendation includes demoting 2 Lead Janitors to 2 Janitors in lieu of layoffs.
- The recommendation includes deleting the Property Manager position and replacing it with a Senior Property Agent Position.
- The recommendation includes deleting the Graphics Communications Officer position and replacing it with a Graphics Machine Operator position.
- The recommendation includes reclassifying the following positions: 1 Supervisor Mail and Courier Services to 1 Supervisor Central Services; 1 Supervisor Facilities Maintenance to 1 Supervisor Maintenance Services; and 1 Administrative Analyst, Sr. to 1 Supervising Administrative Analyst.

BUDGET CODE 021

UNIT TITLE - GENERAL SERVICES

BUTTE COUNTY  
STATE OF CALIFORNIA  
BUDGET UNIT EXPENDITURE DETAIL  
SCHEDULE 9 2009-10

FUNCTION 1 - GENERAL SERVICES  
ACTIVITY - 11 -  
FUND - 0010 - COUNTY GENERAL FUND 0010

ACCOUNT	TITLE	ACTUAL 2007-08	ADOPTED 2008-09	REQUESTED 2009-10	RECOMMENDED 2009-10	ADOPTED 2009-10
<b>EXPENDITURES</b>						
510	SALARIES & EMPLOYEE BENE	624,352	858,552	3,439,369	3,240,556	
520	SERVICES & SUPPLIES	56,876	382,971	2,102,388	2,102,388	
550	OTHER CHARGES	571	3,000	41,000	41,000	
560	FIXED ASSETS	310	310	78,626	46,743	
TOTAL	DIRECT	682,108	1,244,833	5,661,383	5,430,687	-
570	OTHER FINANCING USES	33,187	48,409	(2,776,678)	(2,592,857)	
<b>TOTAL EXPENDITURES</b>		<b>715,296</b>	<b>1,293,242</b>	<b>2,884,705</b>	<b>2,837,830</b>	<b>-</b>
<b>REVENUES</b>						
40000	INTEREST, OTHER USES			29,000	29,000	
60000	CHARGES FOR SERVICES	46,968	102,838	2,157,710	2,157,710	
70000	MISCELLANEOUS REVENUES	-	-			
<b>TOTAL REVENUES</b>		<b>46,968</b>	<b>102,838</b>	<b>2,186,710</b>	<b>2,186,710</b>	<b>-</b>
<b>NET COUNTY COSTS/USE OF FUND BALANCE</b>		<b>668,328</b>	<b>1,190,404</b>	<b>697,995</b>	<b>651,120</b>	<b>-</b>

BUDGET CODE 021  
BUDGET DETAIL BY COST CENTER

UNIT TITLE - GENERAL SERVICES

	REQUESTED 2009-10	RECOMMENDED 2009-10	ADOPTED 2009-10
<b>EXPENDITURES BY COST CENTER</b>			
COST CENTER 0211 GEN SVCS-ADMINISTRATION	923,019	820,535	
COST CENTER 0212 GEN SVCS-REAL PROP ASSETS	193,166	215,090	
COST CENTER 02121 GEN SVCS-RP-ACQUIS/DISP	33,462	59,769	
COST CENTER 02122 GEN SVCS-RP-LEASED SVCS	25,304	31,597	
COST CENTER 02123 GEN SVCS-RP-PARADISE HALL	35,282	70,359	
COST CENTER 02124 GEN SVCS-RP-OROVILLE HALL	25,376	31,669	
COST CENTER 02125 GEN SVCS-RP-GRIDLEY HALL	25,325	31,618	
COST CENTER 02126 GEN SVCS-RP- CHICO HALL	25,976	32,269	
COST CENTER 02127 GEN SVCS-RP- BIGGS HALL	25,345	31,638	
COST CENTER 02128 GEN SVCS-PW ACQUISITIONS	35,282	70,359	
COST CENTER 0213 GEN SVCS-PROCUREMENT SVCS	171,396	171,396	
COST CENTER 02131 GEN SVCS-PS-PURCHASING	127,576	128,410	
COST CENTER 02132 GEN SVCS-PS-CONTRACT SVC	67,952	67,952	
COST CENTER 02133 GEN SVCS-PS-PRINT SHOP	324,526	325,983	
COST CENTER 02134 GEN SVCS-PS-MAIL/COURIER	243,084	243,954	
COST CENTER 0214 GEN SVCS-FACILITIES SVCS	190,500	167,771	
COST CENTER 02141 GEN SVCS-FS-JANITORIAL	-	-	
COST CENTER 02142 GEN SVCS-FS-GROUNDS	-	-	
COST CENTER 02143 GEN SVCS-FS-PREV MAINT	640,222	567,090	
COST CENTER 02144 GEN SVCS-FS-REPAIRS	(228,088)	(229,629)	
COST CENTER 02145 GEN SVCS-FS-MODIFICATION	-	-	
COST CENTER 0215 GEN SVCS-VETERANS SVCS	-	-	
<b>TOTAL EXPENDITURES</b>	<b>2,884,705</b>	<b>2,837,830</b>	<b>-</b>
<b>REVENUES BY COST CENTER</b>			
COST CENTER 0211 GEN SVCS-ADMINISTRATION	-	-	
COST CENTER 0212 GEN SVCS-REAL PROP ASSETS	-	-	
COST CENTER 02121 GEN SVCS-RP-ACQUIS/DISP	-	-	
COST CENTER 02122 GEN SVCS-RP-LEASED SVCS	4,000	4,000	
COST CENTER 02123 GEN SVCS-RP-PARADISE HALL	-	-	
COST CENTER 02124 GEN SVCS-RP-OROVILLE HALL	10,000	10,000	
COST CENTER 02125 GEN SVCS-RP-GRIDLEY HALL	3,000	3,000	
COST CENTER 02126 GEN SVCS-RP- CHICO HALL	10,000	10,000	
COST CENTER 02127 GEN SVCS-RP- BIGGS HALL	2,000	2,000	
COST CENTER 0213 GEN SVCS-PROCUREMENT SVCS	-	-	
COST CENTER 02131 GEN SVCS-PS-PURCHASING	303,614	303,614	
COST CENTER 02132 GEN SVCS-PS-CONTRACT SVC	-	-	
COST CENTER 02133 GEN SVCS-PS-PRINT SHOP	264,248	264,248	
COST CENTER 02134 GEN SVCS-PS-MAIL/COURIER	383,032	383,032	
COST CENTER 0214 GEN SVCS-FACILITIES SVCS	-	-	
COST CENTER 02141 GEN SVCS-FS-JANITORIAL	450,059	450,059	
COST CENTER 02142 GEN SVCS-FS-GROUNDS	190,599	190,599	
COST CENTER 02143 GEN SVCS-FS-PREV MAINT	566,158	566,158	
COST CENTER 02144 GEN SVCS-FS-REPAIRS	-	-	
COST CENTER 02145 GEN SVCS-FS-MODIFICATION	-	-	
COST CENTER 0215 GEN SVCS-VETERANS SVCS	-	-	
<b>TOTAL REVENUES</b>	<b>2,186,710</b>	<b>2,186,710</b>	<b>-</b>
<b>NET COSTS BY COST CENTER</b>			
COST CENTER 0211 GEN SVCS-ADMINISTRATION	923,019	820,535	
COST CENTER 0212 GEN SVCS-REAL PROP ASSETS	193,166	215,090	
COST CENTER 02121 GEN SVCS-RP-ACQUIS/DISP	33,462	59,769	
COST CENTER 02122 GEN SVCS-RP-LEASED SVCS	21,304	27,597	
COST CENTER 02123 GEN SVCS-RP-PARADISE HALL	35,282	70,359	
COST CENTER 02124 GEN SVCS-RP-OROVILLE HALL	15,376	21,669	
COST CENTER 02125 GEN SVCS-RP-GRIDLEY HALL	22,325	28,618	
COST CENTER 02126 GEN SVCS-RP- CHICO HALL	15,976	22,269	
COST CENTER 02127 GEN SVCS-RP- BIGGS HALL	23,345	29,638	
COST CENTER 0213 GEN SVCS-PROCUREMENT SVCS	35,282	70,359	
COST CENTER 02131 GEN SVCS-PS-PURCHASING	(132,218)	(132,218)	
COST CENTER 02132 GEN SVCS-PS-CONTRACT SVC	127,576	128,410	
COST CENTER 02133 GEN SVCS-PS-PRINT SHOP	(196,296)	(196,296)	
COST CENTER 02134 GEN SVCS-PS-MAIL/COURIER	(58,506)	(57,049)	
COST CENTER 0214 GEN SVCS-FACILITIES SVCS	243,084	243,954	
COST CENTER 02141 GEN SVCS-FS-JANITORIAL	(259,559)	(282,288)	
COST CENTER 02142 GEN SVCS-FS-GROUNDS	(190,599)	(190,599)	
COST CENTER 02143 GEN SVCS-FS-PREV MAINT	(566,158)	(566,158)	
COST CENTER 02144 GEN SVCS-FS-REPAIRS	640,222	567,090	
COST CENTER 02145 GEN SVCS-FS-MODIFICATION	(228,088)	(229,629)	
COST CENTER 0215 GEN SVCS-VETERANS SVCS	-	-	
<b>TOTAL NET COUNTY COSTS/USE OF FUND BALANCE</b>	<b>697,995</b>	<b>651,120</b>	

BUDGET CODE 060002

UNIT TITLE - PURCHASING

BUTTE COUNTY  
STATE OF CALIFORNIA  
BUDGET UNIT EXPENDITURE DETAIL  
SCHEDULE 9 2009-10

FUNCTION 1 - PURCHASING  
ACTIVITY - 12 -  
FUND - 0010 - COUNTY GENERAL FUND 0010

ACCOUNT	TITLE	ACTUAL 2007-08	ADOPTED 2008-09	REQUESTED 2009-10	RECOMMENDED 2009-10	ADOPTED 2009-10
<b>EXPENDITURES</b>						
510	SALARIES & EMPLOYEE BENE	297,649	359,794	-	-	-
520	SERVICES & SUPPLIES	56,382	51,127	-	-	-
560	FIXED ASSETS	758	758	-	-	-
TOTAL	DIRECT	354,789	411,679	-	-	-
570	OTHER FINANCING USES	(144,192)	(155,580)	-	-	-
<b>TOTAL EXPENDITURES</b>		<b>210,597</b>	<b>256,099</b>	-	-	-
<b>REVENUES</b>						
60000	CHARGES FOR SERVICES	219,682	254,096	-	-	-
70000	MISCELLANEOUS REVENUES	-	-	-	-	-
<b>TOTAL REVENUES</b>		<b>219,682</b>	<b>254,096</b>	-	-	-
<b>NET COUNTY COSTS/USE OF FUND BALANCE</b>		<b>(9,086)</b>	<b>2,003</b>	-	-	-

BUDGET CODE 605

UNIT TITLE - VETERAN'S SERVICE OFFICER

BUTTE COUNTY  
STATE OF CALIFORNIA  
BUDGET UNIT EXPENDITURE DETAIL  
SCHEDULE 9 2009-10

FUNCTION - 5 - VETERAN'S SERVICE OFFICER  
ACTIVITY -54 -  
FUND - 0010 COUNTY GENERAL FUND

ACCOUNT	TITLE	ACTUAL 2007-08	ADOPTED 2008-09	REQUESTED 2009-10	RECOMMENDED 2009-10	ADOPTED 2009-10
<b>EXPENDITURES</b>						
510	SALARIES & EMPLOYEE BENE	162,364	175,851	115,056	115,056	
520	SERVICES & SUPPLIES	37,521	64,223	39,402	39,402	
550	OTHER CHARGES	509	-	-	2,000	
560	FIXED ASSETS	266	266	266	-	
TOTAL	DIRECT	200,660	240,340	154,724	156,458	-
570	OTHER FINANCING USES	4,706	6,273	92,700	20,404	
<b>TOTAL EXPENDITURES</b>		<b>205,366</b>	<b>246,613</b>	<b>247,424</b>	<b>176,862</b>	<b>-</b>
<b>REVENUES</b>						
50100	STATE REVENUES	50,136	43,000	45,000	45,000	
70000	MISCELLANEOUS REVENUES	-	-			
<b>TOTAL REVENUES</b>		<b>50,136</b>	<b>43,000</b>	<b>45,000</b>	<b>45,000</b>	<b>-</b>
<b>NET COUNTY COSTS/USE OF FUND BALANCE</b>		<b>155,230</b>	<b>203,613</b>	<b>202,424</b>	<b>131,862</b>	<b>-</b>

BUDGET CODE 641

UNIT TITLE - VETERAN'S MEMORIAL HALLS

BUTTE COUNTY  
STATE OF CALIFORNIA  
BUDGET UNIT EXPENDITURE DETAIL  
SCHEDULE 9 2009-10

FUNCTION - 7 - VETERAN'S MEMORIAL HALLS  
ACTIVITY - 71 -  
FUND - 0010 COUNTY GENERAL FUND

ACCOUNT	TITLE	ACTUAL 2007-08	ADOPTED 2008-09	REQUESTED 2009-10	RECOMMENDED 2009-10	ADOPTED 2009-10
<b>EXPENDITURES</b>						
520	SERVICES & SUPPLIES	358,991	310,278	-	-	-
550	OTHER CHARGES	25,535	-	-	-	-
560	FIXED ASSETS		19,188	-	-	-
TOTAL	DIRECT	<u>384,526</u>	<u>329,466</u>	-	-	-
570	OTHER FINANCING USES	<u>4,499</u>	<u>5,922</u>	-	-	-
<b>TOTAL EXPENDITURES</b>		<u>389,025</u>	<u>335,388</u>	-	-	-
<b>REVENUES</b>						
40100	USE OF MONEY AND PROPERTY	20,219	36,000	-	-	-
70000	MISCELLANEOUS REVENUES	<u>7,568</u>	-	-	-	-
<b>TOTAL REVENUES</b>		<u>27,787</u>	<u>36,000</u>	-	-	-
<b>NET COUNTY COSTS/USE OF FUND BALANCE</b>		<u>361,238</u>	<u>299,388</u>	-	-	-

**COUNTY OF BUTTE  
STATE OF CALIFORNIA  
OPERATION OF INTERNAL SERVICE FUND  
OPERATIONAL STATEMENT FOR THE FISCAL YEAR 2009-2010**

**Schedule 10  
Facilities  
Services ISF  
F-7200**

OPERATING DETAIL (1)	Actual 2007-08 (2)	Budgeted 2008-09 (3)	Proposed Budget 2009-10 (4)	Approved Budget 2009-10 (5)
<b>INCOME</b>				
<b>Charges for Services:</b>				
County Operating Departments	3,020,650	3,629,944	0	0
ISF Operating Departments	86,588	97,909	0	0
Charges to Outside Users	459,050	304,138	0	0
Enterprise Operating Departments	26,398	19,448	0	0
<b>Other Income:</b>				
Interest	15,813	0	0	0
Capital Contributions - Gen Fund	227,108	0	0	0
Operating Transfers - Fac Svcs	27,293	0	0	0
Reimb of Prior Year Exp / Miscellaneous	111	0	0	0
<b>Total Income</b>	<b>3,863,011</b>	<b>4,051,439</b>	<b>0</b>	<b>0</b>
<b>EXPENSES</b>				
<b>Other Operating Expenses:</b>				
Salaries & Benefits	2,187,732	2,458,997	0	0
Clothing & Personal Supplies	4,287	7,600	0	0
Communications	15,848	14,000	0	0
Household Expense	107,899	121,000	0	0
General Insurance	18,596	15,732	0	0
Maintenance - Equipment	17,359	22,600	0	0
Maintenance - Str, Imp, & Grnds	1,124,944	975,294	0	0
Memberships	335	1,200	0	0
Office Expense	17,492	18,719	0	0
Prof. & Specialized Services	5,921	35,600	0	0
Small Tools	6,814	20,000	0	0
Special Department Expense	880	2,100	0	0
Transportation & Travel	56,218	61,596	0	0
Utilities	19,662	32,840	0	0
Depreciation	70,290	40,146	0	0
Data Processing	55,298	50,000	0	0
Interfund Expenditures	130,617	178,509	0	0
Other Reserves	(4,493)	(4,494)	0	0
<b>Total Expenses</b>	<b>3,835,699</b>	<b>4,051,439</b>	<b>0</b>	<b>0</b>
<b>EXCESS INCOME OVER (UNDER) EXPENSES</b>	<b>27,312</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COUNTY OF BUTTE**  
**STATE OF CALIFORNIA**  
**OPERATION OF INTERNAL SERVICE FUND**  
**OPERATIONAL STATEMENT FOR THE FISCAL YEAR 2009-2010**

**Schedule 10**  
**Central**  
**Duplicating**  
**F-7230**

OPERATING DETAIL (1)	Actual 2007-08 (2)	Budgeted 2008-09 (3)	Proposed Budget 2009-10 (4)	Approved Budget 2009-10 (5)
<b>INCOME</b>				
<b>Charges for Services</b>				
County Operating Departments	647,327	810,170	0	0
ISF Operating Departments	14,741	11,766	0	0
Charges to Outside Users	36,023	89,994	0	0
Enterprise Operating Departments	2,919	6,366	0	0
<b>Other Income:</b>				
Interest	2,788	0	0	0
Operating Transfers - Duplicating	(2,924)	0	0	0
Capital Contributions - Gen Fund	13,405	0	0	0
Reimb of Prior Year Exp / Miscellaneous	22	0	0	0
<b>Total Income</b>	<b>714,302</b>	<b>918,296</b>	<b>0</b>	<b>0</b>
<b>EXPENSES</b>				
<b>Other Operating Expenses:</b>				
Salaries & Benefits	182,546	192,821	0	0
Communications	836	822	0	0
Household Expense	552	2,100	0	0
General Insurance	369	386	0	0
Maintenance - Equipment	23,022	31,900	0	0
Maintenance - Str, Imp, & Grnds	6,403	6,672	0	0
Office Expense	2,120	2,820	0	0
Rents & Leases - Equipment	31,478	42,000	0	0
Special Departmental Expenses	9,170	12,000	0	0
Data Processing	4,568	3,900	0	0
Transportation & Travel	274	740	0	0
Utilities	3,392	5,679	0	0
Depreciation	7,179	4,734	0	0
Supplies for Reissue	368,076	580,000	0	0
Interfund Expenditures	29,926	31,722	0	0
Other Reserves	(229)	0	0	0
<b>Total Expenses</b>	<b>669,681</b>	<b>918,296</b>	<b>0</b>	<b>0</b>
<b>EXCESS INCOME OVER (UNDER) EXPENSES</b>	<b>44,621</b>	<b>0</b>	<b>0</b>	<b>0</b>

**COUNTY OF BUTTE  
STATE OF CALIFORNIA  
OPERATION OF INTERNAL SERVICE FUND  
OPERATIONAL STATEMENT FOR THE FISCAL YEAR 2009-2010**

**Schedule 10  
Central Stores  
ISF  
F-7240**

OPERATING DETAIL (1)	Actual 2007-08 (2)	Budgeted 2008-09 (3)	Proposed Budget 2009-10 (4)	Approved Budget 2009-10 (5)
<b>INCOME</b>				
<b>Charges for Services:</b>				
County Operating Departments	1,023,399	924,473	0	0
ISF Operating Departments	6,226	5,596	0	0
Charges to Outside Users	96,047	107,788	0	0
Enterprise Operating Departments	2,742	3,527	0	0
<b>Other Income:</b>				
Interest	(128)	0	0	0
Operating Transfers - Stores	(4,618)	0	0	0
Capital Contributions - Gen Fund	0	0	0	0
Reimb of Prior Year Exp / Miscellaneous	0	0	0	0
<b>Total Income</b>	<b>1,123,668</b>	<b>1,041,384</b>	<b>0</b>	<b>0</b>
<b>EXPENSES</b>				
<b>Other Operating Expenses:</b>				
Salaries & Benefits	129,136	137,628	0	0
Communications	805	1,051	0	0
Household Expense	1,695	2,400	0	0
General Insurance	766	845	0	0
Maintenance - Equipment	3,077	2,562	0	0
Maintenance - Str, Imp, & Grnds	8,684	9,125	0	0
Office Expense	7,615	14,940	0	0
Rents & Leases - Equipment	15,714	17,000	0	0
Data Processing	3,046	2,850	0	0
Transportation & Travel	789	1,000	0	0
Utilities	4,450	5,100	0	0
Depreciation	5,161	5,176	0	0
Interfund Expenditures	21,716	32,707	0	0
Other Reserves	(543)	0	0	0
Supplies for Reissue	835,099	809,000	0	0
<b>Total Expenses</b>	<b>1,037,212</b>	<b>1,041,384</b>	<b>0</b>	<b>0</b>
<b>EXCESS INCOME OVER (UNDER) EXPENSES</b>	<b>86,456</b>	<b>0</b>	<b>0</b>	<b>0</b>

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