

Education and Recreation

LIBRARY
Budget Unit 610

Carolyn Chambers

Library Director

PROGRAM DESCRIPTION

The Library is a center for lifelong learning, and preserves and provides free access to information and library materials for all citizens of Shasta County through a main library in Redding and branches in Anderson and Burney.

BUDGET REQUESTS

The total General Fund contribution to the Library for FY 2002-2003 is requested at \$654,378. Included in Salaries and Benefits is \$3,000 for an anticipated termination (retirement) payoff as well as \$30,710 for Extra Help services. Extra Help is used for substitute workers for vacation and leave absences.

The Services and Supplies category is requested at approximately the same level as last fiscal year. Maintenance of Structures and Itemized Maintenance are projected to decrease, as the department has no special projects planned for the period. The Books and Periodicals account has been increased by \$8,000 and is funded from the designated fund balance. This will allow the Library to continue to expand its new collections and keep pace with increasing costs.

In the Fixed Assets area an appropriation in the amount of \$20,398 is requested for the purchase of two photocopiers. The purchase for this equipment will be made from fund balance designations.

The appropriation for contingency is requested at \$30,000 to cover unanticipated expenses that may occur during the budget year.

SUMMARY OF RECOMMENDATIONS

The budget is recommended as requested with a few adjustments. Termination pay has been deleted as costs associated with a payoff can be saved through a position vacancy. The Extra Help account is reduced from \$30,710 to \$25,000, and an increase of approximately \$3,000 was made to the Health Insurance appropriation. Maintenance of Structures is recommended at \$20,000, or \$13,675 less than requested.

An adjustment was made to the Building and Equipment Use account of the Central Services Cost Plan (A87) in the amount of \$26,953 as the result of a correction for this unit. The Contingency Reserve account is reduced from \$30,000 to \$10,000, an amount that should accommodate most emergency appropriations for this activity.

In the Revenue area a reduction was made to the State Library Foundation Grant to reflect the State's allocation of funding for the year. In addition, the County's transfer-in to the Library was reduced from the requested \$654,378 to \$600,000 which is an increase of \$109,667 over the previous year.

PENDING ISSUES AND POLICY CONSIDERATIONS

There are no issues related to this budget, specifically; however, for historical reference it should be noted that the County has applied for state funding to share the cost of construction of a new Library building. This project is a joint effort among the County, City of Redding, and a citizens group "New Library Now!" If successful, the County will receive approximately \$11 million from the Library Bond Act proceeds as the state's two-thirds share of the cost of design and construction of a new facility. Notification of the first-round grant distribution will be made on December 2, 2002.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
STATE OF CALIFORNIA
BUDGET UNIT FINANCING SUMMARY
BUDGET FOR THE FISCAL YEAR 2002 - 2003

| STATE CONTROLLER COUNTY BUDGET ACT (1985) | ACTUAL EXP/REV 2000-2001 | ACTUAL BUDGET 2001-2002 | ACTUAL EXP/REV 2001-2002 | BUDGET REQUESTS 2002-2003 | CAO RECOMMENDS 2002-2003 | ADOPTED BY TH B O S 2002-2003 |
|--|--------------------------------|-------------------------------|--------------------------------|---------------------------------|--------------------------------|-------------------------------------|
| ===== | | | | | | |
| UNIT TITLE: 610 COUNTY LIBRARY | | | | | | |
| FUNCTION: EDUCATION | | | | | | |
| ACTIVITY: LIBRARY SERVICES | | | | | | |
| FUND:0110 LIBRARY | | | | | | |
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| SALARIES AND BENEFITS | 690371 | 786019 | 762,489 | 895,657 | 890,585 | 890,585 |
| SERVICES AND SUPPLIES | 372998 | 485434 | 420,634 | 476,367 | 453,067 | 453,067 |
| OTHER CHARGES | 66905 | 75233 | 75,233 | 97,001 | 70,048 | 70,048 |
| FIXED ASSETS | 27225 | 5600 | 4,153 | 1,020,398 | 20,398 | 20,398 |
| APPROP FOR CONTINGENCY | 0 | 39772 | 0 | 30,000 | 10,000 | 10,000 |
| TOTAL EXPENDITURES***** | \$1157499 | \$1392058 | \$1,262,508 | \$2,519,423 | \$1,444,098 | \$1,444,098 |
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| REVENUE FROM MONEY & PROPERTY | 28485 | 25000 | 45,031 | 30,000 | 30,000 | 30,000 |
| INTERGOVERNMENTAL REVENUES | 541788 | 529333 | 507,312 | 469,533 | 397,547 | 397,547 |
| CHARGES FOR SERVICES | 58641 | 42425 | 67,118 | 101,371 | 101,371 | 101,371 |
| MISCELLANEOUS REVENUES | 184945 | 89094 | 68,990 | 268,433 | 269,433 | 269,433 |
| OTHR FINANCING SOURCES TRAN IN | 490333 | 490333 | 490,333 | 654,378 | 600,000 | 600,000 |
| OTHER FINANCING SRCS SALE F/A | 676 | 0 | 842 | 700 | 700 | 700 |
| TOTAL REVENUES***** | \$1304868 | \$1176185 | \$1,179,626 | \$1,524,415 | \$1,399,051 | \$1,399,051 |
| COUNTY LIBRARY EXP OVER (UNDER) REV | \$-147369 | \$215873 | \$82,882 | \$995,008 | \$45,047 | \$45,047 |
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**FARM ADVISOR
COOPERATIVE EXTENSION SERVICE
Budget Unit 620**

Larry Forero

Farm Advisor

PROGRAM DESCRIPTION

The Farm Advisor is an off-campus education program conducted by the University of California (UC), in cooperation with Shasta County, which provides agricultural education and information within the County. The program facilitates a link to the UC Division of Agriculture and Natural Resources whereby their services can be made available through locally oriented problem solving, research activities, meetings, tours, publications, and individual contact. The department also administers the 4-H youth program in Shasta County.

The University directly funds the academic and administrator's salaries and provides continuous training and a wide variety of resources. The County funds the operating expenses such as office facilities, transportation, clerical staff, and supplies.

BUDGET REQUESTS

The FY 2002-2003 budget seeks General Fund support of \$132,768, which is \$5,726 higher than the FY 2001-2002 adjusted budget. This is primarily due to standard increases in Salaries and Benefits and a slight increase in Vehicle Maintenance Services due to programmatic changes in cross county work from the Trinity Community/Economic Development Advisor.

SUMMARY OF RECOMMENDATIONS

The CAO's recommended budget is identical to the requested budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

| STATE CONTROLLER COUNTY BUDGET ACT (1985) | ACTUAL EXP/REV 2000-2001 | ACTUAL BUDGET 2001-2002 | ACTUAL EXP/REV 2001-2002 | BUDGET REQUESTS 2002-2003 | CAO RECOMMENDS 2002-2003 | ADOPTED BY TH B O S 2002-2003 |
|---|--------------------------------|-------------------------------|--------------------------------|---------------------------------|--------------------------------|-------------------------------------|
| ===== | | | | | | |
| UNIT TITLE: 620 AGRIC EXT SERVICE FARM ADVISOR | | | | | | |
| FUNCTION: EDUCATION | | | | | | |
| ACTIVITY: AGRICULTURE EDUCATION | | | | | | |
| FUND:0060 GENERAL | | | | | | |
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| SALARIES AND BENEFITS | 68157 | 80022 | 62,319 | 75,276 | 76,332 | 76,332 |
| SERVICES AND SUPPLIES | 40495 | 46796 | 41,790 | 49,145 | 49,145 | 49,145 |
| OTHER CHARGES | 7231 | 7860 | 7,687 | 10,902 | 7,291 | 7,291 |
| OTHER FINANCING USES | 13019 | 0 | 0 | 0 | 0 | 0 |
| TOTAL EXPENDITURES***** | \$128902 | \$134678 | \$111,796 | \$135,323 | \$132,768 | \$132,768 |
| AGRIC EXT SERVICE FARM ADVISOR EXP OVER (UNDER) REV | \$128902 | \$134678 | \$111,796 | \$135,323 | \$132,768 | \$132,768 |
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**FARM ADVISOR
COOPERATIVE EXTENSION - JOINT LASSEN/SHASTA
Budget Unit 621**

Larry Forero

Farm Advisor

PROGRAM DESCRIPTION

The Joint Lassen/Shasta Farm Advisor is a branch of the Cooperative Extension Service in Redding conducted by the University of California (UC) in cooperation with Shasta County (see budget unit 620). This office is located at the Inter-mountain Fairgrounds in McArthur and provides local problem solving, research, and teaching programs in various plant sciences to eastern Shasta County and northwestern Lassen County.

The UC directly funds the professional staff member in McArthur. Operating expenses such as office facilities, operating expenses and support staff are shared by Shasta County (60 percent) and Lassen County (40 percent).

BUDGET REQUESTS

The FY 2002-2003 budget is nearly 11 percent lower than the FY 2001-2002 Adjusted Budget. This is primarily due to a decrease in Central Service (A-87) charges for FY 2002-2003.

SUMMARY OF RECOMMENDATIONS

The CAO's recommended budget is identical to the department's requested budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

| STATE CONTROLLER COUNTY BUDGET ACT (1985) | ACTUAL EXP/REV 2000-2001 | ACTUAL BUDGET 2001-2002 | ACTUAL EXP/REV 2001-2002 | BUDGET REQUESTS 2002-2003 | CAO RECOMMENDS 2002-2003 | ADOPTED BY TH B O S 2002-2003 |
|--|--------------------------------|-------------------------------|--------------------------------|---------------------------------|--------------------------------|-------------------------------------|
| ===== | | | | | | |
| UNIT TITLE: 621 FARM ADVISOR JT LASSEN SHASTA | | | | | | |
| FUNCTION: EDUCATION | | | | | | |
| ACTIVITY: AGRICULTURE EDUCATION | | | | | | |
| FUND:0060 GENERAL | | | | | | |
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| SALARIES AND BENEFITS | 18931 | 20964 | 20,360 | 21,720 | 22,400 | 22,400 |
| SERVICES AND SUPPLIES | 17070 | 18163 | 18,031 | 17,579 | 17,603 | 17,603 |
| OTHER CHARGES | 1883 | 2501 | 2,501 | -31 | -31 | -31 |
| TOTAL EXPENDITURES***** | \$37885 | \$41628 | \$40,892 | \$39,268 | \$39,972 | \$39,972 |
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| CHARGES FOR SERVICES | 13913 | 14773 | 14,773 | 16,651 | 16,651 | 16,651 |
| TOTAL REVENUES***** | \$13913 | \$14773 | \$14,773 | \$16,651 | \$16,651 | \$16,651 |
| FARM ADVISOR JT LASSEN SHASTA EXP OVER (UNDER) REV | \$23972 | \$26855 | \$26,119 | \$22,617 | \$23,321 | \$23,321 |
| ===== | | | | | | |

**FARM ADVISOR
COOPERATIVE EXTENSION - FORESTRY PROGRAM
Budget Unit 622**

Larry Forero

Farm Advisor

PROGRAM DESCRIPTION

The Forestry Program is a branch of the Cooperative Extension Service in Redding conducted by the University of California (UC) in cooperation with Shasta County (see budget unit 620). The program provides forestry education and research activities to private foresters and Cooperative Extension advisors in the northern counties.

The academic and secretarial salaries are paid directly by the UC and all office expenses are reimbursed to Shasta County.

BUDGET REQUESTS

The modest decrease in expenditures in the proposed FY 2002-2003 budget is attributable to slightly lower Central Service (A-87) charges. The requested budget reflects status quo program operations. No General Funds are requested to support the program.

SUMMARY OF RECOMMENDATIONS

No modifications to the department's request are recommended.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the recommended budget.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

| STATE CONTROLLER COUNTY BUDGET ACT (1985) | ACTUAL EXP/REV 2000-2001 | ACTUAL BUDGET 2001-2002 | ACTUAL EXP/REV 2001-2002 | BUDGET REQUESTS 2002-2003 | CAO RECOMMENDS 2002-2003 | ADOPTED BY TH B O S 2002-2003 |
|---|--------------------------------|-------------------------------|--------------------------------|---------------------------------|--------------------------------|-------------------------------------|
| ===== | | | | | | |
| UNIT TITLE: 622 COOPERATIVE EXTENSION FORESTRY | | | | | | |
| FUNCTION: EDUCATION | | | | | | |
| ACTIVITY: AGRICULTURE EDUCATION | | | | | | |
| FUND:0060 GENERAL | | | | | | |
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| SERVICES AND SUPPLIES | 2082 | 9076 | 2,965 | 9,081 | 9,081 | 9,081 |
| OTHER CHARGES | 573 | 936 | 929 | -354 | -354 | -354 |
| TOTAL EXPENDITURES***** | \$2655 | \$10012 | \$3,894 | \$8,727 | \$8,727 | \$8,727 |
| INTERGOVERNMENTAL REVENUES | 2632 | 10012 | 3,891 | 8,727 | 8,727 | 8,727 |
| TOTAL REVENUES***** | \$2632 | \$10012 | \$3,891 | \$8,727 | \$8,727 | \$8,727 |
| COOPERATIVE EXTENSION FORESTRY EXP OVER (UNDER) REV | \$23 | \$0 | \$3 | \$0 | \$0 | \$0 |
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**PUBLIC WORKS
RECREATION AND PARKS
Budget Unit 701**

Patrick J. Minturn

Director of Public Works

PROGRAM DESCRIPTION

This budget unit finances the maintenance of five County parks that are maintained by a combination of volunteers and County employees.

BUDGET REQUESTS

The requested budget maintains existing levels of service throughout the year as well as provides for several park upgrades throughout the county. The net County cost for FY 2002-2003 is \$6,936, or approximately \$14,742 lower than the FY 2001-2002 Adjusted Budget. Through revenue received from the State Parks & Recreation Grant in the amount of \$181,000, park upgrades will be reimbursed throughout the county to several non-profits and cities. Additionally, several upgrades will be made at three County parks: French Gulch, Hat Creek and Balls Ferry.

SUMMARY OF RECOMMENDATIONS

The CAO's recommended budget is the same as the requested budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

| STATE CONTROLLER COUNTY BUDGET ACT (1985) | ACTUAL EXP/REV 2000-2001 | ACTUAL BUDGET 2001-2002 | ACTUAL EXP/REV 2001-2002 | BUDGET REQUESTS 2002-2003 | CAO RECOMMENDS 2002-2003 | ADOPTED BY TH B O S 2002-2003 |
|--|--------------------------------|-------------------------------|--------------------------------|---------------------------------|--------------------------------|-------------------------------------|
| ===== | | | | | | |
| UNIT TITLE: 701 RECREATION & PARK DEVELOPMENT | | | | | | |
| FUNCTION: RECREATION | | | | | | |
| ACTIVITY: RECREATION FACILITIES | | | | | | |
| FUND:0060 GENERAL | | | | | | |
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| SERVICES AND SUPPLIES | 14540 | 92560 | 35,041 | 21,732 | 77,853 | 77,853 |
| OTHER CHARGES | 149 | 110119 | 117 | 83 | 110,083 | 110,083 |
| TOTAL EXPENDITURES***** | \$14689 | \$202679 | \$35,158 | \$21,815 | \$187,936 | \$187,936 |
| INTERGOVERNMENTAL REVENUES | 0 | 181000 | 0 | 0 | 181,000 | 181,000 |
| MISCELLANEOUS REVENUES | 35000 | 0 | 0 | 0 | 0 | 0 |
| TOTAL REVENUES***** | \$35000 | \$181000 | \$0 | \$0 | \$181,000 | \$181,000 |
| RECREATION & PARK DEVELOPMENT EXP OVER (UNDER) REV | \$-20310 | \$21679 | \$35,158 | \$21,815 | \$6,936 | \$6,936 |
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**DEPARTMENT OF PUBLIC WORKS
VETERANS HALLS DIVISION
Budget Unit 710**

Patrick J. Minturn

Director of Public Works

PROGRAM DESCRIPTION

This budget unit accounts for expenditures associated with the operation of the four Veterans Halls in Shasta County. Agreements have been reached in Anderson (written), Burney (written), and Fall River Mills (verbal) whereby the veterans groups utilize and maintain the facilities out of the revenues generated from beverage sales and/or bingo games. There is no such agreement for the Redding Hall, and the expenditures in this budget unit are almost entirely attributable to the operation and maintenance costs associated with that facility. The General Fund supports expenses within this budget.

The Redding facility is available for rental by the general public and provides a small revenue stream to offset a portion of operating expenses.

BUDGET REQUESTS

The FY 2002-2003 Budget includes \$110,746 in General Fund support, an increase of \$23,525 over the FY 2001-2002 Adjusted Budget. The increase is primarily due to \$42,000 slated for the replacement of the Anderson Veteran's Hall roof.

SUMMARY OF RECOMMENDATIONS

The recommended budget is identical to the requested budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with this budget as recommended.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2002 - 2003

| STATE CONTROLLER COUNTY BUDGET ACT (1985) | ACTUAL EXP/REV 2000-2001 | ACTUAL BUDGET 2001-2002 | ACTUAL EXP/REV 2001-2002 | BUDGET REQUESTS 2002-2003 | CAO RECOMMENDS 2002-2003 | ADOPTED BY TH B O S 2002-2003 |
|--|--------------------------------|-------------------------------|--------------------------------|---------------------------------|--------------------------------|-------------------------------------|
| ===== | | | | | | |
| UNIT TITLE: 710 VETERANS HALLS | | | | | | |
| FUNCTION: RECREATION | | | | | | |
| ACTIVITY: VETERANS MEMORIAL BUILDINGS | | | | | | |
| FUND:0060 GENERAL | | | | | | |
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| SERVICES AND SUPPLIES | 43510 | 80732 | 80,732 | 104,800 | 104,800 | 104,800 |
| OTHER CHARGES | 9531 | 8969 | 8,969 | 14,616 | 7,946 | 7,946 |
| TOTAL EXPENDITURES***** | \$53041 | \$89701 | \$89,701 | \$119,416 | \$112,746 | \$112,746 |
| | | | | | | |
| REVENUE FROM MONEY & PROPERTY | 1583 | 3222 | 3,471 | 1,000 | 1,000 | 1,000 |
| MISCELLANEOUS REVENUES | -725 | 1000 | 2,725 | 1,000 | 1,000 | 1,000 |
| TOTAL REVENUES***** | \$858 | \$4222 | \$6,196 | \$2,000 | \$2,000 | \$2,000 |
| VETERANS HALLS EXP OVER (UNDER) REV | \$52183 | \$85479 | \$83,505 | \$117,416 | \$110,746 | \$110,746 |
| | ===== | ===== | ===== | ===== | ===== | ===== |