

**INFORMATION TECHNOLOGY DEPARTMENT**  
**Fund 203 IT Administration, Budget Unit 925**  
**Thomas Schreiber, Chief Information Officer**

State Controller Schedules  
 County Budget Act  
 January 2010 Edition, revision #1

County of Shasta  
 Operation of Internal Service Fund  
 Fiscal Year 2013-14

Schedule 10

Fund Title: 925 - IT ADMINISTRATION (FUND 0203)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13		2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
<b>Operating Revenues</b>					
CHARGES FOR SERVICES	\$5,113,957	\$5,504,903	\$5,769,222	\$5,769,222	
<b>Total Operating Revenues:</b>	<b>\$5,113,957</b>	<b>\$5,504,903</b>	<b>\$5,769,222</b>	<b>\$5,769,222</b>	
<b>Operating Expenses</b>					
SALARIES AND BENEFITS	\$3,576,559	\$3,331,397	\$3,809,677	\$3,809,677	
SERVICES AND SUPPLIES	\$1,252,084	\$1,577,904	\$1,670,390	\$1,670,390	
OTHER CHARGES	\$925,310	\$982,110	\$1,032,856	\$1,032,856	
INTRAFUND TRANSFERS	\$0	\$0	(\$25,000)	(\$25,000)	
<b>Total Operating Expenses:</b>	<b>\$5,753,954</b>	<b>\$5,891,411</b>	<b>\$6,487,923</b>	<b>\$6,487,923</b>	
<b>Operating Income (Loss)</b>	<b>(\$639,996)</b>	<b>(\$386,508)</b>	<b>(\$718,701)</b>	<b>(\$718,701)</b>	
<b>Non-Operating Revenues (Expenses)</b>					
SERVICES AND SUPPLIES	(\$191)	\$0	\$0	\$0	
OTHER CHARGES	(\$5,958)	\$0	(\$2,000)	(\$2,000)	
REVENUE FROM MONEY & PROPERTY	\$10,055	\$5,182	\$12,000	\$12,000	
MISCELLANEOUS REVENUES	\$4,906	\$2,950	\$0	\$0	
<b>Total Non-Operating Revenues (Expenses):</b>	<b>\$8,812</b>	<b>\$8,132</b>	<b>\$10,000</b>	<b>\$10,000</b>	
<b>Income Before Capital Contributions and Transfers:</b>	<b>(\$631,183)</b>	<b>(\$378,375)</b>	<b>(\$708,701)</b>	<b>(\$708,701)</b>	
OTHR FINANCING SOURCES TRAN IN	\$707,976	\$600,867	\$540,781	\$540,781	
<b>Change in Net Assets</b>	<b>\$76,792</b>	<b>\$222,492</b>	<b>(\$167,920)</b>	<b>(\$167,920)</b>	
Net Assets - Beginning Balance	\$2,158,124	\$2,234,917	\$2,457,409	\$2,457,409	
Net Assets - Ending Balance	\$2,234,917	\$2,457,409	\$2,289,489	\$2,289,489	

Fund Title: 925 - IT ADMINISTRATION (FUND 0203)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13		2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
<b>Additional Appropriations</b>					
CAP ASSETS-EQUIPMENT	\$263,166	\$174,888	\$212,500	\$212,500	
<b>Total Additional Appropriations:</b>	<b>\$263,166</b>	<b>\$174,888</b>	<b>\$212,500</b>	<b>\$212,500</b>	
<b>Total Change in Net Assets:</b>	<b>(\$186,374)</b>	<b>\$47,604</b>	<b>(\$380,420)</b>	<b>(\$380,420)</b>	

**PROGRAM DESCRIPTION**

The Information Technology (I.T.) Department is an Internal Service Fund (ISF), which provides computer technology support and direction to County departments including: systems development, programming, software application hosting, Web development, Web-hosting services, GIS services, database support, computer operations, network management, systems maintenance, personal computer support, and telecommunications support including telephone systems. The I.T. operations fund receives no direct General Fund support. Rather, the operation is financed through charges for service to user departments.

**BUDGET REQUESTS**

Services and Supplies are slightly higher than the FY 2012-13 Adjusted Budget as the Capital Asset limit is now \$5,000, which moves expenses to the equipment accounts. Communications costs have increased by \$15,696 and are directly related to various departments needing faster data communications between their offices and the IT data center. Services charges (A-87) are up by \$40,000 and the General Fund contribution is being reduced by \$100,000. It is to help offset the IT center costs of being located in the Administration building.

The total I.T. budget appropriation request for FY 2013-14 is \$6.7 million compared to \$6.6 million for the FY 2012-13 Adjusted Budget. Anticipated revenues total \$6.3 million, resulting in a projected deficit of \$380,420. The deficit will be applied toward reducing the I.T. department's working capital reserve.

**SUMMARY OF RECOMMENDATIONS**

A net zero adjustment is necessary to move \$25,000 to another account for an anticipated hardware purchase.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

None.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

The department head concurs with this budget as recommended.

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**FINAL BOARD ACTION**

Adopted as presented in the proposed budget.

**SUPPORT SERVICES-FLEET MANAGEMENT DIVISION**  
 Fund 201 Fleet Management, Budget Unit 940  
 Patrick J. Minturn, Director of Public Works

State Controller Schedules  
 County Budget Act  
 January 2010 Edition, revision #1

County of Shasta  
 Operation of Internal Service Fund  
 Fiscal Year 2013-14

Schedule 10

Fund Title: 940 - FLEET MANAGEMENT (FUND 0201)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13		2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
<b>Operating Revenues</b>					
CHARGES FOR SERVICES	\$2,358,695	\$2,384,517	\$2,755,698	\$2,755,698	\$2,755,698
<b>Total Operating Revenues:</b>	<b>\$2,358,695</b>	<b>\$2,384,517</b>	<b>\$2,755,698</b>	<b>\$2,755,698</b>	<b>\$2,755,698</b>
<b>Operating Expenses</b>					
SALARIES AND BENEFITS	\$411,236	\$437,426	\$453,718	\$453,718	\$453,718
SERVICES AND SUPPLIES	\$1,386,915	\$1,351,118	\$1,787,047	\$1,787,047	\$1,787,047
OTHER CHARGES	\$577,398	\$510,827	\$658,004	\$658,004	\$658,004
INTRAFUND TRANSFERS	(\$41,288)	(\$43,570)	(\$70,000)	(\$70,000)	(\$70,000)
<b>Total Operating Expenses:</b>	<b>\$2,334,261</b>	<b>\$2,255,802</b>	<b>\$2,828,769</b>	<b>\$2,828,769</b>	<b>\$2,828,769</b>
<b>Operating Income (Loss)</b>	<b>\$24,433</b>	<b>\$128,715</b>	<b>(\$73,071)</b>	<b>(\$73,071)</b>	<b>(\$73,071)</b>
<b>Non-Operating Revenues (Expenses)</b>					
OTHER CHARGES	(\$1,063)	(\$2,552)	(\$10,000)	(\$10,000)	(\$10,000)
REVENUE FROM MONEY & PROPERTY	\$27,887	\$13,010	\$25,000	\$25,000	\$25,000
MISCELLANEOUS REVENUES	\$406	\$862	\$2,300	\$2,300	\$2,300
OTHER FINANCING SRCS SALE C/A	\$51,651	\$55,503	\$77,650	\$77,650	\$77,650
<b>Total Non-Operating Revenues (Expenses):</b>	<b>\$78,882</b>	<b>\$66,824</b>	<b>\$94,950</b>	<b>\$94,950</b>	<b>\$94,950</b>
<b>Income Before Captial Contributions and Transfers:</b>	<b>\$103,315</b>	<b>\$195,539</b>	<b>\$21,879</b>	<b>\$21,879</b>	<b>\$21,879</b>
OTHER CHARGES	(\$9,759)	(\$50,296)	\$0	\$0	\$0
OTHER FINANCING USES	\$0	(\$20,000)	\$0	\$0	\$0
OTHR FINANCING SOURCES TRAN IN	\$30,050	\$106,467	\$0	\$0	\$0
CAPITAL CONTRIBUTIONS	\$345	\$0	\$0	\$0	\$0
<b>Change in Net Assets</b>	<b>\$123,951</b>	<b>\$231,710</b>	<b>\$21,879</b>	<b>\$21,879</b>	<b>\$21,879</b>
Net Assets - Beginning Balance	\$6,460,639	\$6,584,591	\$6,816,301	\$6,816,301	\$6,816,301
Net Assets - Ending Balance	\$6,584,591	\$6,816,301	\$6,838,180	\$6,838,180	\$6,838,180

Fund Title: 940 - FLEET MANAGEMENT (FUND 0201)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13		2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
<b>Additional Appropriations</b>					
CAP ASSETS-EQUIPMENT	\$331,737	\$554,236	\$1,382,523	\$1,382,523	\$1,382,523
<b>Total Additional Appropriations:</b>	<b>\$331,737</b>	<b>\$554,236</b>	<b>\$1,382,523</b>	<b>\$1,382,523</b>	<b>\$1,382,523</b>
<b>Total Change in Net Assets:</b>	<b>(\$207,786)</b>	<b>(\$322,526)</b>	<b>(\$1,360,644)</b>	<b>(\$1,360,644)</b>	<b>(\$1,360,644)</b>

**PROGRAM DESCRIPTION**

Fleet Management is an internal service fund responsible for the management of the County's light vehicle fleet, with the exception of those vehicles assigned to the Public Works Department. Fleet Management pays for all costs for the acquisition, maintenance, and operation of vehicles. Individual departments are charged monthly rates to cover the cost of purchasing and maintaining their vehicles. The program is funded by user fees and requires no direct County General Fund allocation.

The mission of Fleet Management is to "provide Shasta County employees with safe, reliable and economical vehicles by maintaining, replacing and supporting the fleet in a professional, cost effective and responsive manner."

**BUDGET REQUESTS**

Expenditures for FY 2013-14 have increased by \$557,090, or 15.2 percent, compared to the FY 2012-13 Adjusted Budget. Salaries and Benefits will be reduced by \$13,927, or 3 percent, and Services and Supplies will increase by \$200,571, or 12.6 percent. There are 31 replacement vehicles Capital Assets requested in the FY 2013-14 Proposed Budget, compared to 24 in FY 2012-13; some are rebudgeted from FY 2012-13 and some of the increase is due to an accumulation in needed vehicles because departments have delayed replacing vehicles due to fiscal restraints over the past several years. This delay to replace vehicles has also contributed to higher costs for replacement parts and supplies.

Revenues for FY 2013-14 are anticipated to decrease less than one percent by \$8,424. Charges for Services to the departments equates to 96.3 percent of all total Fleet Management revenue and is based on the department's actual activity during the fiscal year.

Expenses are \$1.36 million over revenues and the difference will come from fund balance. The budgeted use of the fund balance in FY 2012-13 is projected to decrease by \$315,165, partially offsetting the requested increase in FY 2013-14. The Replacement Fund will remain viable at the end of FY 2013-14. The economy has had a significant impact on replacement vehicle costs. The vehicle market is volatile and changing on a weekly basis. This volatility has caused the cost of some classes of vehicles to increase several thousand dollars and has decreased the availability of low-cost, high-quality used vehicles.

**SUMMARY OF RECOMMENDATIONS**

With one technical change to one account number, the CEO recommended budget is as requested by the department head.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

To increase operational efficiencies and combine both vehicle fleets, the Board of Supervisors voted on February 26, 2013 and April 16, 2013 to transfer administration of the County's Fleet Management program to the Public Works Department effective July 1, 2013.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

The department head concurs with this budget as recommended.

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**FINAL BOARD ACTION**

Adopted as presented in the proposed budget.

**SUPPORT SERVICES-RISK MANAGEMENT**  
 Fund 202 Risk Management, Budget Unit 950  
 Angela Davis, Director of Support Services

State Controller Schedules  
 County Budget Act  
 January 2010 Edition, revision #1

County of Shasta  
 Operation of Internal Service Fund  
 Fiscal Year 2013-14

Schedule 10

Fund Title: 950 - RISK MANAGEMENT (FUND 0202)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13 Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
1	2	3	4	5
<b>Operating Revenues</b>				
CHARGES FOR SERVICES	\$4,906,891	\$5,458,761	\$5,488,335	\$5,488,335
<b>Total Operating Revenues:</b>	<b>\$4,906,891</b>	<b>\$5,458,761</b>	<b>\$5,488,335</b>	<b>\$5,488,335</b>
<b>Operating Expenses</b>				
SALARIES AND BENEFITS	\$790,636	\$751,266	\$854,238	\$854,238
SERVICES AND SUPPLIES	\$2,595,775	\$2,536,244	\$2,828,030	\$2,828,030
OTHER CHARGES	\$7,847,416	\$5,540,951	\$7,160,624	\$7,160,624
INTRAFUND TRANSFERS	(\$1,226,627)	(\$1,089,853)	(\$1,231,227)	(\$1,231,227)
<b>Total Operating Expenses:</b>	<b>\$10,007,201</b>	<b>\$7,738,609</b>	<b>\$9,611,665</b>	<b>\$9,611,665</b>
<b>Operating Income (Loss)</b>	<b>(\$5,100,310)</b>	<b>(\$2,279,847)</b>	<b>(\$4,123,330)</b>	<b>(\$4,123,330)</b>
<b>Non-Operating Revenues (Expenses)</b>				
SERVICES AND SUPPLIES	(\$500)	(\$292)	\$0	\$0
REVENUE FROM MONEY & PROPERTY	\$198,613	\$91,134	\$200,000	\$200,000
MISCELLANEOUS REVENUES	\$613,952	\$632,848	\$105,000	\$105,000
<b>Total Non-Operating Revenues (Expenses):</b>	<b>\$812,065</b>	<b>\$723,691</b>	<b>\$305,000</b>	<b>\$305,000</b>
<b>Income Before Capital Contributions and Transfers:</b>	<b>(\$4,288,244)</b>	<b>(\$1,556,156)</b>	<b>(\$3,818,330)</b>	<b>(\$3,818,330)</b>
<b>Change in Net Assets</b>				
Net Assets - Beginning Balance	\$15,080,085	\$10,791,840	\$9,235,684	\$9,235,684
Net Assets - Ending Balance	\$10,791,840	\$9,235,684	\$5,417,354	\$5,417,354

Fund Title: 950 - RISK MANAGEMENT (FUND 0202)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13 Actual <input checked="" type="checkbox"/> Estimated <input type="checkbox"/>	2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
1	2	3	4	5
<b>Additional Appropriations</b>				
<b>Total Additional Appropriations:</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Change in Net Assets:</b>	<b>(\$4,288,244)</b>	<b>(\$1,556,156)</b>	<b>(\$3,818,330)</b>	<b>(\$3,818,330)</b>

**PROGRAM DESCRIPTION**

The Risk Management Division of Support Services is an internal services fund (ISF) that manages the County's insured and self-insured workers' compensation, liability, vision, malpractice, and a variety of other insured programs. The Division's mission is to responsively safeguard the assets and human resources of the County by providing insurance programs which are equitable, affordable, and delivered in a compassionate, responsive manner to employees and citizens of Shasta County." The program is funded by user fees and requires no direct General Fund support.

**BUDGET REQUESTS**

In FY 2013-14 total expenditures will increase by \$680,246, or 7.6 percent compared to the FY 2012-13 Adjusted Budget. Charges for Services to departments will increase by \$32,699, or 0.6 percent compared to the FY 2012-13 Adjusted Budget. Overall revenues will also increase by \$32,699, or 0.6 percent, due solely to the decrease in Charges for Services. Risk Management will operate by using revenue from rate charges to departments and fund balance in order to meet and maintain the 80% confidence level set by the Board in 2007.

Expenditures exceed revenues by just over \$3.818 million, which will come from fund balance. FY 2012-13 projected use of fund balance is decreased by a little more than \$1.623 million. The Risk Management fund will remain viable at the end of FY 2013-14.

**SUMMARY OF RECOMMENDATIONS**

The recommendation is as requested by the department head.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

None.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

The department head concurs with this budget as recommended.

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**FINAL BOARD ACTION**

Adopted as presented in the proposed budget.

DEPARTMENT OF PUBLIC WORKS-FACILITIES MANAGEMENT  
 Fund 204 Facilities Admin, Budget Unit 955  
 Patrick J. Minturn, Director of Public Works

State Controller Schedules  
 County Budget Act  
 January 2010 Edition, revision #1

County of Shasta  
 Operation of Internal Service Fund  
 Fiscal Year 2013-14

Schedule 10

Fund Title: 955 - FACILITIES ADMIN (FUND 0204)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13		2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	5
<b>Operating Revenues</b>					
CHARGES FOR SERVICES	\$3,510,006	\$3,374,317		\$4,240,754	\$4,240,754
<b>Total Operating Revenues:</b>	<b>\$3,510,006</b>	<b>\$3,374,317</b>		<b>\$4,240,754</b>	<b>\$4,240,754</b>
<b>Operating Expenses</b>					
SALARIES AND BENEFITS	\$2,251,847	\$2,238,068		\$2,377,436	\$2,377,436
SERVICES AND SUPPLIES	\$1,012,327	\$966,596		\$1,705,653	\$1,705,653
OTHER CHARGES	\$165,939	\$129,944		\$159,522	\$159,522
INTRAFUND TRANSFERS	\$0	(\$1,900)		\$0	\$0
<b>Total Operating Expenses:</b>	<b>\$3,430,113</b>	<b>\$3,332,708</b>		<b>\$4,242,611</b>	<b>\$4,242,611</b>
<b>Operating Income (Loss)</b>	<b>\$79,893</b>	<b>\$41,608</b>		<b>(\$1,857)</b>	<b>(\$1,857)</b>
<b>Non-Operating Revenues (Expenses)</b>					
SERVICES AND SUPPLIES	(\$85)	\$0		\$0	\$0
OTHER CHARGES	\$0	(\$1,934)		\$0	\$0
REVENUE FROM MONEY & PROPERTY	\$2,312	\$745		\$1,600	\$1,600
MISCELLANEOUS REVENUES	\$7,126	\$408		\$100	\$100
OTHER FINANCING SRCS SALE C/A	\$1,482	\$470		\$0	\$0
<b>Total Non-Operating Revenues (Expenses):</b>	<b>\$10,836</b>	<b>(\$309)</b>		<b>\$1,700</b>	<b>\$1,700</b>
<b>Income Before Captial Contributions and Transfers:</b>	<b>\$90,729</b>	<b>\$41,298</b>		<b>(\$157)</b>	<b>(\$157)</b>
OTHER FINANCING USES	\$0	(\$1,065)		\$0	\$0
OTHR FINANCING SOURCES TRAN IN	\$21,312	\$15,984		\$10,657	\$10,657
<b>Change in Net Assets</b>	<b>\$112,042</b>	<b>\$56,218</b>		<b>\$10,500</b>	<b>\$10,500</b>
Net Assets - Beginning Balance	\$730,039	\$842,082		\$898,301	\$898,301
Net Assets - Ending Balance	\$842,082	\$898,301		\$908,801	\$908,801

Fund Title: 955 - FACILITIES ADMIN (FUND 0204)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13		2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	5
<b>Additional Appropriations</b>					
CAP ASSETS-EQUIPMENT	\$42,497	\$19,887		\$10,500	\$10,500
<b>Total Additional Appropriations:</b>	<b>\$42,497</b>	<b>\$19,887</b>		<b>\$10,500</b>	<b>\$10,500</b>
<b>Total Change in Net Assets:</b>	<b>\$69,545</b>	<b>\$36,331</b>		<b>\$0</b>	<b>\$0</b>

**PROGRAM DESCRIPTION**

Facilities Management is responsible for maintaining the County's investment in buildings and grounds. Currently, the department maintains over one million square feet of building space (County owned and leased) and 1.7 million square feet of grounds. Services provided include janitorial, general building maintenance, and grounds maintenance. The Facilities Management division of the Department of Public Works receives no direct General Fund support. Rather, the operation is financed through charges for service to user departments.

**BUDGET REQUESTS**

The FY 2013-14 requested budget includes revenues in the amount of \$4.3 million and expenditures in the amount of \$4.3 million. FY 2013-14 revenues and expenditures increased by \$511,936 as compared to the FY 2012-13 adjusted budget. The increase in revenues is a direct result of the increase in department projects and service requests along with the increase in county maintained square footage. The division is requesting the addition of a Custodian II due to the increased square footage of county facilities. Due to the economic downturn, Facilities Management has been operating at minimum staffing levels and several custodians have maxed out on their vacation time due to difficulty covering shifts when employees take time off.

**SUMMARY OF RECOMMENDATIONS**

The CEO recommends a change to correct the A-87 offset.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

None.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

The department head concurs with this budget as recommended.

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**FINAL BOARD ACTION**

Adopted as presented in the proposed budget.

DEPARTMENT OF PUBLIC WORKS-SHASTA COUNTY UTILITIES  
 ADMINISTRATION  
 Fund 205 Shasta County Utilities Admin  
 Patrick J. Minturn, Director of Public Works

State Controller Schedules  
 County Budget Act  
 January 2010 Edition, revision #1

County of Shasta  
 Operation of Internal Service Fund  
 Fiscal Year 2013-14

Schedule 10

Fund Title: W18 - SHASTA CNTY UTILITIES ADMIN WF (FU)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13		2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
<b>Operating Revenues</b>					
CHARGES FOR SERVICES	\$1,595,957	\$1,653,618		\$1,720,102	\$1,720,102
<b>Total Operating Revenues:</b>	<b>\$1,595,957</b>	<b>\$1,653,618</b>		<b>\$1,720,102</b>	<b>\$1,720,102</b>
<b>Operating Expenses</b>					
SERVICES AND SUPPLIES	\$1,237,171	\$1,251,338		\$1,386,049	\$1,386,049
<b>Total Operating Expenses:</b>	<b>\$1,237,171</b>	<b>\$1,251,338</b>		<b>\$1,386,049</b>	<b>\$1,386,049</b>
<b>Operating Income (Loss)</b>	<b>\$358,786</b>	<b>\$402,279</b>		<b>\$334,053</b>	<b>\$334,053</b>
<b>Non-Operating Revenues (Expenses)</b>					
REVENUE FROM MONEY & PROPERTY	\$607	\$62		(\$1,000)	(\$1,000)
<b>Total Non-Operating Revenues (Expenses):</b>	<b>\$607</b>	<b>\$62</b>		<b>(\$1,000)</b>	<b>(\$1,000)</b>
<b>Income Before Capital Contributions and Transfers:</b>	<b>\$359,393</b>	<b>\$402,341</b>		<b>\$333,053</b>	<b>\$333,053</b>
OTHER FINANCING USES	(\$281,270)	(\$333,054)		(\$333,054)	(\$333,054)
<b>Change in Net Assets</b>	<b>\$78,122</b>	<b>\$69,287</b>		<b>(\$1)</b>	<b>(\$1)</b>
Net Assets - Beginning Balance	\$204,914	\$283,037		\$352,325	\$352,325
Net Assets - Ending Balance	\$283,037	\$352,325		\$352,324	\$352,324

Fund Title: W18 - SHASTA CNTY UTILITIES ADMIN WF (FU)  
 Service Activity: 000 - N/A

Operating Detail	2011-12 Actuals	2012-13		2013-14 Recommended	2013-14 Adopted by the Board of Supervisors
		Actual <input checked="" type="checkbox"/>	Estimated <input type="checkbox"/>		
1	2	3	4	5	
<b>Additional Appropriations</b>					
<b>Total Additional Appropriations:</b>	<b>\$0</b>	<b>\$0</b>		<b>\$0</b>	<b>\$0</b>
<b>Total Change in Net Assets:</b>	<b>\$78,122</b>	<b>\$69,287</b>		<b>(\$1)</b>	<b>(\$1)</b>

**PROGRAM DESCRIPTION**

This Internal Service Fund was designed to pay utility charges, the energy retrofit debt payment and associated Facilities Automated System expenses, landfill, sewage fees and septic tank pumping costs.

**BUDGET REQUESTS**

The FY 2013-14 requested budget includes revenues and expenditures in the amount of \$1.72 million. The FY 2013-14 requested budget is reflective of the upcoming scheduled (March 2013 and March 2014) utilities cost increases. This amount is reflective of a status quo budget and is facilitated by a utilization of mechanical and engineer controls, electronic systems monitoring and replacement of aged equipment through various grants and low interest loans.

**SUMMARY OF RECOMMENDATIONS**

The CEO concurs with the requested budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

None.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

The department head concurs with this budget as recommended.

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**FINAL BOARD ACTION**

Adopted as presented in the proposed budget.