

**COUNTY COUNSEL
Budget Unit 120**

Karen Keating Jahr

County Counsel

PROGRAM DESCRIPTION

The County Counsel's office provides a full range of legal services required by County officers, agencies, and departments. These services include the handling or managing of civil litigation (except workers' compensation cases); attendance at Board of Supervisors' and Planning Commission meetings; legal research and counseling; and the drafting of ordinances, contracts, and other legal documents. The County Counsel's office also provides some limited legal services to school districts and special districts upon request.

BUDGET REQUESTS

Requested Salaries and Benefits are \$37,000 (3%) greater than the FY 2003-2004 adjusted budget. In order to meet the VLF reduction figure, the department request includes \$75,000 in Unallocated Salary Savings comprised of the elimination of a full-time secretary position, foregoing year-end administrative leave buyouts and cutting 21 attorney days through voluntary time off.

Rent, utilities and maintenance charge increases of \$16,000 have been offset by reductions within office expense, library resources and travel necessary to meet attorney licensing requirements to contain Services and Supplies costs. Requested appropriations for this category are up only \$16,000 from the previous year.

The requested budget maintains the negative net county cost for this unit of \$(103,703).

The department identified \$69,178 in "mission critical" funding deficiencies for Board consideration.

SUMMARY OF RECOMMENDATIONS

The CAO recommended budget includes \$69,178 in additional funding authorized by the Board of Supervisors during the May 4, 2004 meeting to maintain existing service levels in FY 2004-2005.

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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
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UNIT TITLE: 120 COUNTY COUNSEL						
FUNCTION: GENERAL						
ACTIVITY: COUNSEL						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	905032	974111	970,262	1,011,673	1,080,851	1,080,851
SERVICES AND SUPPLIES	130446	136629	130,862	152,428	151,179	151,179
INTRAFUND TRANSFERS	-816895	-1121786	-1,128,447	-1,136,995	-1,136,995	-1,136,995
TOTAL EXPENDITURES*****	\$218583	\$-11046	\$-27,324	\$27,106	\$95,035	\$95,035
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CHARGES FOR SERVICES	19121	13543	14,786	18,000	16,751	16,751
MISCELLANEOUS REVENUES	2273	79114	79,188	110,809	110,809	110,809
OTHER FINANCING SRCS SALE F/A	0	0	0	2,000	2,000	2,000
TOTAL REVENUES*****	\$21394	\$92657	\$93,973	\$130,809	\$129,560	\$129,560
COUNTY COUNSEL EXP OVER (UNDER) REV	\$197189	\$-103703	\$-121,297	\$-103,703	\$-34,525	\$-34,525
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**SUPPORT SERVICES
PERSONNEL DIVISION
Budget Unit 130**

Joann Davis

Director, Support Services

PROGRAM DESCRIPTION

The mission of the Personnel Division of Support Services is to "recruit and retain competent, committed staff, and to provide professional personnel support to all departments in order to maximize the return on investment in human resources for the citizens of Shasta County." Personnel hosts many County programs including the contract for Labor Relations, the recruitment website, a private investigator contract used for countywide discrimination complaints and disciplinary investigations, the County employee recognition and longevity programs, and the management training fund provided for in the Personnel Rules and MOUs.

BUDGET REQUESTS

Salaries and Benefits have increased by \$50,000 over last year's budget due to Board approved salary and benefit increases.

Services and Supplies have been reduced by \$50,000 to absorb the additional labor costs for this department. Reductions in Liability Insurance Experience (\$4,700), Information Systems Service (\$20,000), Publications & Legal Notices (\$29,000) and Transportation & Travel (\$7,000) comprise most of the adjustments. This budget unit is unique in that many of the labor management, fingerprinting, and pre-employment expenses are dependent upon activity occurring in the labor/management arena as well as the level of hiring activity among County departments.

Overall, the net cost for this unit is requested at \$72,825, a reduction of \$28,837 from the FY 2003-2004 adjusted budget. The department is requesting that this cost savings be utilized to offset cost increases within the Purchasing Budget.

SUMMARY OF RECOMMENDATIONS

The CAO recommended budget reflects a minor increase of \$1,027 in Extra Help bringing the recommended net cost for FY 2004-2005 to \$73,852.

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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
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UNIT TITLE: 130 PERSONNEL						
FUNCTION: GENERAL						
ACTIVITY: PERSONNEL						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	443179	498248	468,068	545,467	546,494	546,494
SERVICES AND SUPPLIES	448970	555874	340,566	496,118	496,118	496,118
FIXED ASSETS	2500	0	0	0	0	0
INTRAFUND TRANSFERS	-846261	-912566	-779,665	-930,800	-930,800	-930,800
TOTAL EXPENDITURES*****	\$48388	\$141556	\$28,970	\$110,785	\$111,812	\$111,812
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CHARGES FOR SERVICES	64041	0	12,033	0	0	0
MISCELLANEOUS REVENUES	10030	39894	39,759	37,960	37,960	37,960
TOTAL REVENUES*****	\$74070	\$39894	\$51,792	\$37,960	\$37,960	\$37,960
PERSONNEL EXP OVER (UNDER) REV	\$-25682	\$101662	\$-22,822	\$72,825	\$73,852	\$73,852
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**COUNTY CLERK/REGISTRAR OF VOTERS
ELECTIONS
Budget Unit 140**

Catherine Darling

County Clerk/Registrar of Voters

PROGRAM DESCRIPTION

The Registrar of Voters maintains and updates voter registration records, checks petitions, and provides election-related information. In addition to conducting primary, general, school, and special elections, the Registrar of Voters prepares ballots, procures and equips polling places, and counts voted ballots.

BUDGET REQUEST

The Elections budget varies between fiscal years due to the number of expected elections to be conducted in that period. In FY 2003-2004, the department budgeted for two regularly scheduled elections and the purchase of a new voting system. Later in the year, additional General Fund resources were provided to the department to cover costs associated with the special statewide recall election. The FY 2004-2005 budget request includes only one scheduled election, which is the sole reason that this budget is able to meet the VLF reduction level of General Fund support.

The budget request includes \$27,387 for a new Elections Technician position. For the past three elections (October 03, November 03 and March 04) the department has employed extra help staff to test, program and prepare the direct record electronic (DRE) voting machines for delivery. The department is requesting a full-time position to provide the technical assistance to receive, inventory, and maintain the 438 Direct Recording Election (DRE) devices and to prepare each machine for the next election cycle.

Total requested appropriations in the amount of \$1.2 million are \$1.7 million less than the prior fiscal year due to completion of the new voting system purchase. Total revenues have experienced a similar reduction.

Net county cost has been reduced from \$2.8 million in FY 2003-2004 to \$1.2 million in FY 2004-2005 reflecting the one-time General Fund savings due to the Help America Vote Act (HAVA) reimbursement.

SUMMARY OF RECOMMENDATIONS

The recommended budget is as requested by the department head with the exception of the new Elections Technician that was denied. Elimination of the new Elections Technician position brings the total net county cost to \$1,227,725 for FY 2004-2005.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Elections budget includes expenses for the November 2004 Presidential Election to be conducted in the same manner as the previous three elections. The Secretary of State has determined that all DRE voting machines may not be used in November unless they

include a voter verified paper audit trail (VVPAT). This decision will significantly impact the department in the areas of Overtime, Extra Help, Ballots and Supplies. The current proposed budget for FY 2004-2005 does not take into account these additional costs. During the May 4, 2004, Board of Supervisors meeting, the County Administrative Office recommended "reserving" \$157,000 within the FY 2004-2005 Appropriation for Contingency for this purpose, if necessary.

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. The Secretary of State decertified all DRE voting machines for the November election unless they include a voter verified paper audit trail. While Shasta County was fortunate to receive an exemption from this requirement from the Secretary of State, the County was found to be deficient in proper storage of the paper ballots. The Elections budget was augmented by \$10,000 to provide the structural modifications necessary to address the physical security deficiencies.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
STATE OF CALIFORNIA
BUDGET UNIT FINANCING SUMMARY
BUDGET FOR THE FISCAL YEAR 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 140 ELECTION ADMIN & REGISTRATION						
FUNCTION: GENERAL						
ACTIVITY: ELECTIONS						
FUND:0060 GENERAL						
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SALARIES AND BENEFITS	299286	412116	397,345	436,165	408,865	408,865
SERVICES AND SUPPLIES	390045	1221956	1,028,301	817,007	826,920	826,920
OTHER CHARGES	13296	29093	29,093	24,340	24,340	24,340
FIXED ASSETS	0	1510621	1,449,022	0	0	0
INTRAFUND TRANSFERS	0	0	-150	0	0	0
OTHER FINANCING USES	6555	0	0	0	0	0
TOTAL EXPENDITURES*****	\$709182	\$3173786	\$2,903,611	\$1,277,512	\$1,260,125	\$1,260,125
INTERGOVERNMENTAL REVENUES	196474	143831	1,785,458	0	0	0
CHARGES FOR SERVICES	32211	189125	275,723	22,400	22,400	22,400
MISCELLANEOUS REVENUES	0	0	358	0	0	0
OTHER FINANCING SRCS SALE F/A	3	0	749	0	0	0
TOTAL REVENUES*****	\$228688	\$332956	\$2,062,287	\$22,400	\$22,400	\$22,400
ELECTION ADMIN & REGISTRATION EXP OVER (UNDER) REV	\$480495	\$2840830	\$841,324	\$1,255,112	\$1,237,725	\$1,237,725
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**INTERMOUNTAIN FAIR
Budget Unit 159**

Dennis Hoffman

Intermountain Fair Manager

PROGRAM DESCRIPTION

The Intermountain Fair is a County fair located in the town of McArthur, in eastern Shasta County. Funding for the Fair comes from State subvention, pari-mutuel funds, gate admission fees, concession fees, and building rental fees. The Fair Manager is a County department head operating under the guidance of a local Fair Board, which is appointed by the Board of Supervisors. All regular staff members are County employees.

BUDGET REQUESTS

The total requested budget for FY 2004-2005 is \$621,846, or \$12,531 less (2 percent) than the FY 2003-2004 adjusted budget. The budget provides funding for three full-time positions as well as numerous part-time and extra-help positions required during the Fair event.

Revenue from Fair gate receipts as well as State subvention for county fairs has remained relatively stable over the past several years. The difference in budget amounts from year to year is mainly due to funding received from the State for special projects, usually major maintenance or capital improvement. Projected revenues are \$11,500 less than adjusted revenues, a decrease of 1.8 percent, but will not exceed expenditures.

SUMMARY OF RECOMMENDATIONS

The CAO 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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 159 INTERMOUNTAIN FAIR						
FUNCTION: GENERAL - PROMOTION						
ACTIVITY: PROMOTION						
FUND:0100 INTERMOUNTAIN FAIR						
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SALARIES AND BENEFITS	243079	265343	263,774	294,315	294,315	294,315
SERVICES AND SUPPLIES	364981	354358	354,358	317,609	317,609	317,609
OTHER CHARGES	7783	14677	14,676	9,923	9,923	9,923
TOTAL EXPENDITURES*****	\$615843	\$634378	\$632,809	\$621,847	\$621,847	\$621,847
REVENUE FROM MONEY & PROPERTY	293245	300500	314,666	310,100	310,100	310,100
INTERGOVERNMENTAL REVENUES	306889	280000	287,639	247,000	247,000	247,000
CHARGES FOR SERVICES	494	500	4,674	1,400	1,400	1,400
MISCELLANEOUS REVENUES	0	54000	51,371	65,000	65,000	65,000
TOTAL REVENUES*****	\$600628	\$635000	\$658,348	\$623,500	\$623,500	\$623,500
INTERMOUNTAIN FAIR EXP OVER (UNDER) REV	\$15215	\$-622	\$-25,539	\$-1,653	\$-1,653	\$-1,653
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**GENERAL RESERVE
Budget Unit 160**

H. Douglas Latimer

County Administrative Officer

PROGRAM DESCRIPTION

The General Reserve budget unit is used for the designation of funds to be held in reserve for future needs and cash flow purposes.

BUDGET REQUEST

The requested budget for the General Reserve includes \$21,500 of anticipated interest revenue for FY 2004-2005. The interest generation is low due to current market conditions. The County's money is invested in very conservative securities that consequently produce low earnings.

SUMMARY OF RECOMMENDATIONS

The current balance of the General Reserve is approximately \$2.6 million. This is a very conservative reserve considering the County's \$300+ million budget.

The General Reserve fund is used as a resource for "dry period" financing for special districts under the Board of Supervisors as well as districts and/or agencies in the county. Requests for loans from General Reserve are reviewed by staff and presented to the Board of Supervisors for approval.

PENDING ISSUES AND POLICY CONSIDERATIONS

During FY 2003-2004, the Board authorized a loan in the amount of \$241,000 to the District Attorney to be repaid with future SB-90 reimbursements. To date, the District Attorney has borrowed \$91,106.63. The Remaining "line of credit" available to the District Attorney is \$149,893.37.

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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 160 GENERAL RESERVES						
FUNCTION: GENERAL						
ACTIVITY: FINANCE						
FUND:0170 GENERAL RESERVES						
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REVENUE FROM MONEY & PROPERTY	44509	25000	20,514	21,500	21,500	21,500
OTHR FINANCING SOURCES TRAN IN	62357	0	0	0	0	0
TOTAL REVENUES*****	\$106866	\$25000	\$20,514	\$21,500	\$21,500	\$21,500
GENERAL RESERVES EXP OVER (UNDER) REV	\$-106866	\$-25000	\$-20,514	\$-21,500	\$-21,500	\$-21,500
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**ACCUMULATED CAPITAL OUTLAY
Budget Unit 161**

H. Douglas Latimer

County Administrative Officer

PROGRAM DESCRIPTION

The Accumulated Capital Outlay (ACO) budget unit was established for the designation of funds to be held in reserve for future capital projects. Specifically, this reserve provides resources for capital programs that would otherwise adversely impact the County General Fund. Currently, there are two projects funded with Accumulated Capital Outlay funds – a \$90,000 Library ADA ramp and \$100,000 in security improvements for Juvenile Hall.

BUDGET REQUEST

The FY 2004-2005 request includes \$47,000 in projected residual costs associated with the Library ADA ramp and Juvenile Hall security improvement projects and \$12,400 in interest earnings for this fund. The estimated balance of the fund, net of these two projects is approximately \$1.6 million.

SUMMARY OF RECOMMENDATIONS

This budget is recommended as requested.

PENDING ISSUES AND POLICY CONSIDERATIONS

Money in the ACO fund can be identified and used for County infrastructure upgrades and additions when no other source of funding is available.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

This budget was prepared by, and is recommended by, the County Administrative Office.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental Budget. Supplemental adjustments included funding for FY 2003-2004 carry forward projects including Juvenile Hall security improvements (\$17,086), the Juvenile Hall vestibule (\$36,057) and the Library ADA ramp (\$47,960). Projects are offset within Land, Buildings and Improvements under Public Works and were included within departmental budgets adopted by the Board during FY 2003-2004.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
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UNIT TITLE: 161 ACCUMULATED CAPITAL OUTLAY						
FUNCTION: GENERAL - CAPITAL PROJECTS						
ACTIVITY: PLANT ACQUISITION						
FUND:0040 ACCUMULATIVE CAPITAL OUTLAY						
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OTHER FINANCING USES	112648	190000	42,674	47,000	148,103	148,103
TOTAL EXPENDITURES*****	\$112648	\$190000	\$42,674	\$47,000	\$148,103	\$148,103
REVENUE FROM MONEY & PROPERTY	36303	18000	11,649	12,400	12,400	12,400
TOTAL REVENUES*****	\$36303	\$18000	\$11,649	\$12,400	\$12,400	\$12,400
ACCUMULATED CAPITAL OUTLAY EXP OVER (UNDER) REV	\$76345	\$172000	\$31,024	\$34,600	\$135,703	\$135,703
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**PUBLIC WORKS
COURTHOUSE REMODEL
Budget Unit 163**

Patrick J. Minturn

Director of Public Works

PROGRAM DESCRIPTION

This budget unit was created to account for the revenues and expenses associated with the remodel of the Courthouse. The revenues represent the proceeds from the sales of Certificates of Participation and interest earnings. Expenses represent the costs incurred to make the various improvements.

BUDGET REQUESTS

No budget requested for FY 2004-2005.

SUMMARY OF RECOMMENDATIONS

N/A

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

N/A

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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
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UNIT TITLE: 163 COURTHOUSE REMODEL						
FUNCTION: GENERAL - CAPITAL PROJECTS						
ACTIVITY: PLANT ACQUISITION						
FUND:0041 CAPITAL PROJ CRTHOUSE REMODEL						
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OTHER FINANCING USES	7412	22	22	0	0	0
TOTAL EXPENDITURES*****	\$7412	\$22	\$22	\$0	\$0	\$0
REVENUE FROM MONEY & PROPERTY	6360	22	3,058	0	0	0
OTHR FINANCING SOURCES TRAN IN	0	0	164,227	0	0	0
TOTAL REVENUES*****	\$6360	\$22	\$167,285	\$0	\$0	\$0
COURTHOUSE REMODEL EXP OVER (UNDER) REV	\$1052	\$0	\$-167,263	\$0	\$0	\$0
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**ECONOMIC DEVELOPMENT
Budget Unit 165**

H. Douglas Latimer

County Administrative Officer

PROGRAM DESCRIPTION

This budget unit accounts for expenditures for participation in business attraction and retention programs, advertising, tourism, trade enhancement, and other economic development activities, pursuant to policy direction of the Board of Supervisors.

BUDGET REQUESTS

The total General Fund appropriation requested for this budget unit for FY 2004-2005 is at the same level as FY 03/04, \$81,776. The FY 2004-2005 Proposed Budget is allocated as follows:

\$9,096 to the Superior California Economic Development District (SCEDD) as the County's proportionate contribution to the local match funding of the Federal Economic Development Administration Annual Economic Development Planning Grant;

\$15,673 to the Economic Development Corporation of Shasta County (EDC) for Enterprise Zone Administration services;

\$38,507 to EDC for General Marketing services; and

\$18,500 to the Shasta-Cascade Wonderland Association for tourism promotion and continued support of the Welcome Center.

SUMMARY OF RECOMMENDATIONS

The recommended budget for FY 2004-2005 Proposed Budget is the same as FY 2003-2004 Adjusted Budget.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The County Administrative Officer is the department head for this budget unit.

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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
UNIT TITLE: 165 ECONOMIC DEVELOPMENT FUNCTION: GENERAL ACTIVITY: PROMOTION FUND:0060 GENERAL						
SERVICES AND SUPPLIES	93119	81776	81,776	81,776	81,776	81,776
TOTAL EXPENDITURES*****	\$93119	\$81776	\$81,776	\$81,776	\$81,776	\$81,776
ECONOMIC DEVELOPMENT EXP OVER (UNDER) REV	\$93119	\$81776	\$81,776	\$81,776	\$81,776	\$81,776

**PUBLIC WORKS
LAND, BUILDINGS AND IMPROVEMENTS
Budget Unit 166**

Patrick J. Minturn

Director of Public Works

PROGRAM DESCRIPTION

The purpose of this budget unit is to comply with State law that requires that all major construction and improvement projects be compiled in one location within the overall County budget document. Generally, projects that are requested and funded by departments are included in both this budget as well as in the respective sponsoring departmental budget. Project costs are reflected in this unit and are charged back to the sponsoring department by way of the cost applied line.

BUDGET REQUESTS

The following table illustrates the requested projects included in the Land, Buildings, and Improvements budget unit.

Project Name	Estimated Cost	Funding Source
PH Laboratory Renovation	\$ 20,000	Public Health
Jail Fire Alarm System	109,810	Public Safety Trust
Building Inspection Lobby Addition	783,560	Resource Management
Juvenile Hall Security Improve.	17,000	Accumulated Capital Outlay (ACO)
Library ADA Ramp	30,000	ACO
Public Safety Roof Upgrade	15,000	General Fund Contingency Reserve
Pave Corporation Yard	200,000	Roads
Shingletown Airport Runway	300,000	Shingletown Airport
Total	\$1,475,370	

This budget unit also funds the costs of professional services provided by Public Works personnel that are not directly attributable to a listed project. Those costs are estimated at \$50,000 for FY 2004-2005. Also, included is the cost associated with the administration of real property owned by the county, estimated to be \$27,000 for the year.

The Cost Applied amount of \$1,460,370 is the sum of the requested projects budgeted in the originating departments. Appropriations in this unit allow the Public Works department to accumulate all projects in one place for tracking purposes. The remaining \$90,336 is a transfer-in from the General Fund to support activities not specific to a department.

SUMMARY OF RECOMMENDATIONS

The recommended budget includes funding for eight projects totaling \$1,475,370. These projects include work-in-progress for the Public Health Laboratory Renovation, Jail Fire Alarm System, Building Inspection Lobby Addition, Juvenile Hall Security Improvements, Library ADA ramp and Public Safety roof upgrade as well as new projects including the Shingletown Airport Runway and paving of the Corporation Yard.

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. All supplemental adjustments pertain to current Public Works activities previously approved by the Board. Adjustments reflect the reconciliation of project costs borne during FY 2003-2004 with remaining project costs re-budgeted during FY 2004-2005.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 166 LAND BUILDINGS & IMPROVEMENTS						
FUNCTION: GENERAL - CAPITAL PROJECTS						
ACTIVITY: PLANT ACQUISITION						
FUND:0062 GENERAL - CAPITAL PROJECTS						
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SERVICES AND SUPPLIES	182646	77592	77,593	77,000	77,000	77,000
OTHER CHARGES	-6115	-7463	-7,463	-1,664	-1,664	-1,664
FIXED ASSETS	557205	7375542	2,575,295	1,475,370	1,274,422	1,274,422
INTRAFUND TRANSFERS	-103441	0	0	-1,460,370	-1,174,662	-1,174,662
OTHER FINANCING USES	0	0	0	0	63,998	63,998
TOTAL EXPENDITURES*****	\$630295	\$7445671	\$2,645,424	\$90,336	\$239,094	\$239,094
REVENUE FROM MONEY & PROPERTY	880	0	107	0	0	0
OTHR FINANCING SOURCES TRAN IN	2259884	5586896	2,023,957	90,336	175,096	175,096
TOTAL REVENUES*****	\$2260764	\$5586896	\$2,024,063	\$90,336	\$175,096	\$175,096
LAND BUILDINGS & IMPROVEMENTS EXP OVER (UNDER) REV	\$-1630468	\$1858775	\$621,361	\$0	\$63,998	\$63,998
=====	=====	=====	=====	=====	=====	=====

LIBRARY BUILDING CONSTRUCTION
Budget Unit 167

H. Douglas Latimer

County Administrative Officer

PROGRAM DESCRIPTION

This budget was established for the purpose of building a new Shasta County Main Library. The County joined with the City of Redding and a citizens group called "New Library Now!" to apply to the State for bond money available for new library construction. The County was awarded a \$12 million dollar State Library Bond Act grant from the State of California, Office of Library Construction in October of 2003. This grant will fund approximately 65% of the \$20 million needed to build the new library. The matching funds in the approximate amount of \$8 million will come from the County, the City of Redding, New Library Now!, a local non-profit organization, Shasta County Children and Families First Commission, the McConnell Foundation, and the Sierra Pacific Foundation.

BUDGET REQUEST

Appropriations and revenue in the amount of \$5 million is requested for FY 2004-2005 for use in the schematic design and developmental design phases of the construction of the new library. Expenditures for this phase will primarily consist of consultant services such as project management and architectural services which are crucial during this design phase, utility costs and fees, and administration and oversight performed by the Shasta County Department of Public Works. In FY 04/05, it is anticipated that revenue will primarily be received from the County, the City of Redding, and the State Office of Library Construction. Revenue received in FY 04/05 and not appropriated will fall to the library fund balance for future use in the project.

Groundbreaking for this project is currently estimated to occur sometime in August 2005 with a Grand Opening date tentatively set for February 10, 2007.

SUMMARY OF RECOMMENDATIONS

This budget is recommended as requested.

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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====						
UNIT TITLE: 167 LIBRARY BUILDING CONSTRUCTION						
FUNCTION: GENERAL - CAPITAL PROJECTS						
ACTIVITY: PLANT ACQUISITION						
FUND:0043 CAPITAL PROJ LIBRARY BUILDING						
.						
.						
FIXED ASSETS	9512	3000000	252,243	5,023,000	5,023,000	5,023,000
TOTAL EXPENDITURES*****	\$9512	\$3000000	\$252,243	\$5,023,000	\$5,023,000	\$5,023,000
REVENUE FROM MONEY & PROPERTY	25789	0	8,974	23,000	23,000	23,000
INTERGOVERNMENTAL REVENUES	501	3000000	692,671	5,000,000	5,000,000	5,394,064
TOTAL REVENUES*****	\$26290	\$3000000	\$701,645	\$5,023,000	\$5,023,000	\$5,417,064
LIBRARY BUILDING CONSTRUCTION EXP OVER (UNDER) REV	\$-16778	\$0	\$-449,402	\$0	\$0	\$-394,064
=====						

ADMINISTRATION CENTER CONSTRUCTION
Budget Unit 169

H. Douglas Latimer

County Administrative Officer

PROGRAM DESCRIPTION

This budget was established for the purpose of performing the work necessary to build the new Shasta County Administration Center. The complex will house all of the administrative offices including: Assessor-Recorder, Treasurer-Tax Collector, Auditor-Controller, Support Services, County Counsel, Board of Supervisors, County Administrative Office, Information Systems, and Housing & Community Action Agency.

This will allow the Assessor-Recorder, Treasurer-Tax Collector, and Auditor-Controller to move out of the Courthouse to make room for Court expansion or relocation of Public Safety departments. All of the remaining offices moving to the new complex are currently in leased space in various locations.

The Board of Supervisors in FY 2002-2003 approved financing of the project. The debt repayment will be a combination of 75 percent of the Tobacco Settlement receipts and General Fund dollars. The General Fund dollars, in part, will be shifted from those spent on space rental for many departments that will be relocated into the new facility. Debt repayment does not begin until the County has use of the facility.

BUDGET REQUEST

The requested budget reflects an effort to capture the costs associated with the Shasta County Administrative Center project anticipated during FY 2004-2005. The requested budget totals \$13.3 million for the remaining portion of the project.

SUMMARY OF RECOMMENDATIONS

Recommended as requested by the Department Head.

PENDING ISSUES AND POLICY CONSIDERATIONS

The project is currently on schedule and within the approved budget.

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. Supplemental adjustments include \$15,000 for a maintenance platform lift for the new facility.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====						
UNIT TITLE: 169 ADMINISTRATION BLDG CONSTRUCT						
FUNCTION: GENERAL - CAPITAL PROJECTS						
ACTIVITY: PLANT ACQUISITION						
FUND:0044 CAPITAL PROJ ADMIN BUILDING						
.						
.						
SERVICES AND SUPPLIES	1833274	490671	490,671	3,277,225	3,277,225	3,277,225
OTHER CHARGES	0	2321289	2,321,289	0	0	0
FIXED ASSETS	2698980	32417102	18,637,982	10,069,235	10,084,235	10,084,235
TOTAL EXPENDITURES*****	\$4532253	\$35229062	\$21,449,942	\$13,346,460	\$13,361,460	\$13,361,460
.						
REVENUE FROM MONEY & PROPERTY	111497	0	534,639	142,500	142,500	142,500
OTHR FINANCING SOURCES TRAN IN	45000	90000	0	0	0	0
OTH FINANCE SRCS L/T DEBT PRCD	44002021	0	0	0	0	0
TOTAL REVENUES*****	\$44158518	\$90000	\$534,639	\$142,500	\$142,500	\$142,500
ADMINISTRATION BLDG CONSTRUCT EXP OVER (UNDER) REV	\$-39626265	\$35139062	\$20,915,304	\$13,203,960	\$13,218,960	\$13,218,960
=====						

**PUBLIC WORKS
SURVEYOR
Budget Unit 172**

Patrick J. Minturn

Director of Public Works

PROGRAM DESCRIPTION

The office of the County Surveyor checks records of survey, parcel and subdivision maps, and levies fees for those services. It also provides map service for County departments; i.e., the County Clerk. The Road Fund finances the labor necessary to perform these services. The fees charged for these services and contributions from the General Fund are used to offset costs.

BUDGET REQUESTS

The FY 2004-2005 requested budget reflects status quo program operations.

SUMMARY OF RECOMMENDATIONS

The CAO 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.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 172 SURVEYOR						
FUNCTION: GENERAL						
ACTIVITY: OTHER GENERAL						
FUND:0060 GENERAL						
.						
.						
SERVICES AND SUPPLIES	13041	20533	20,530	19,200	19,200	19,200
OTHER CHARGES	34	103	103	93	93	93
TOTAL EXPENDITURES*****	\$13074	\$20636	\$20,633	\$19,293	\$19,293	\$19,293
.						
CHARGES FOR SERVICES	9288	15932	13,982	16,200	16,200	16,200
TOTAL REVENUES*****	\$9288	\$15932	\$13,982	\$16,200	\$16,200	\$16,200
SURVEYOR EXP OVER (UNDER) REV	\$3786	\$4704	\$6,651	\$3,093	\$3,093	\$3,093
=====	=====	=====	=====	=====	=====	=====

**MISCELLANEOUS GENERAL
Budget Unit 173**

H. Douglas Latimer

County Administrative Officer

PROGRAM DESCRIPTION

This budget unit finances miscellaneous expenditures, which are not routinely allocable to departments. Ultimately, nearly all costs are charged back to applicable departments under the central service (A-87) Cost Plan.

BUDGET REQUEST

The FY 2004-2005 budget request reflects a net cost of \$470,671 a decrease of \$66,415 from the FY 2003-2004 adjusted budget.

The Services and Supplies area of this budget request funds expenses associated with the annual county financial audit, assessment appeals board and code enforcement officer, as well as some minor miscellaneous items including \$10,000 to offset the cost of burn permits in the unincorporated area of the County.

Under "Other Charges" is an annual county contribution to the Women's Refuge, and an allocation for the court ordered tax back-fill to the City of Shasta Lake.

SUMMARY OF RECOMMENDATIONS

Recommended 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.

FINAL BOARD ACTION

Adopted as presented in the Proposed Budget and as amended in the Supplemental Budget. Miscellaneous General supplemental appropriations include an augmentation of \$10,000 to finance Extra Help personnel assigned to the Bear/French Fire Assistance Center. Contingency Reserves have been designated to fund this augmentation.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES
 STATE OF CALIFORNIA
 BUDGET UNIT FINANCING SUMMARY
 BUDGET FOR THE FISCAL YEAR 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====						
UNIT TITLE: 173 MISCELLANEOUS GENERAL 1						
FUNCTION: GENERAL						
ACTIVITY: OTHER GENERAL						
FUND:0060 GENERAL						
-						
-						
SALARIES AND BENEFITS	0	0	0	0	10,000	10,000
SERVICES AND SUPPLIES	126207	226000	200,700	195,000	195,000	195,000
OTHER CHARGES	231239	330000	322,300	330,000	330,000	330,000
INTRAFUND TRANSFERS	-54383	-19333	-37,997	-51,431	-51,431	-51,431
TOTAL EXPENDITURES*****	\$303063	\$536667	\$485,003	\$473,569	\$483,569	\$483,569
-						
CHARGES FOR SERVICES	1068	0	995	0	0	0
MISCELLANEOUS REVENUES	4507	-419	-427	2,898	2,898	2,898
TOTAL REVENUES*****	\$5575	\$-419	\$568	\$2,898	\$2,898	\$2,898
MISCELLANEOUS GENERAL 1 EXP OVER (UNDER) REV	\$297488	\$537086	\$484,435	\$470,671	\$480,671	\$480,671
=====						

TOBACCO SETTLEMENT GRANTS
Budget Unit 174

H. Douglas Latimer

County Administrative Officer

PROGRAM DESCRIPTION

This budget unit was established to provide a mechanism for disbursement of tobacco litigation settlement funds. On November 20, 2001, the Board of Supervisors dedicated 75% of the annual tobacco settlement receipts to the repayment of bond financing for the construction of the Administration Building and appurtenant parking and dedicated the remaining 25% to an annual grant program. On June 11, 2002, the Board approved a grant agreement with Shasta Community Health Center in the amount of ten percent of the annual tobacco settlement receipts to provide health care services to the medically underserved population of Shasta County. During 2004, the County Administrative Office in conjunction with the Auditor-Controller established two separate fund balance designations identified as "Tobacco Settlement Capital Projects/SCHC" and "Tobacco Settlement Community Grants" to track the dedicated funding streams. Any excess revenues over expenditures within this budget unit are reserved within the Tobacco Settlement Fund at year-end to these two fund balance designations.

BUDGET REQUEST

The FY 2004-2005 budget request reflects anticipated Tobacco Settlement revenue of \$2 million. The Board's commitment to provide ten percent of the annual receipts of the tobacco litigation settlement receipts to the Shasta Community Health Center equates to \$200,000. In addition, an allocation of \$300,000 is requested to fund grants deemed worthy by the Board of Supervisors. These grants can be requested by non-profit agencies or governmental agencies for one-time projects that require special funding.

SUMMARY OF RECOMMENDATIONS

On May 4, 2004, the Board of Supervisors authorized the utilization of \$900,000 in Tobacco Settlement Community Grants to fund "mission critical" funding deficiencies for a variety of General Fund departments for FY 2004-2005. The CAO recommended budget removes the \$300,000 in community grants from the FY 2004-2005 budget request due to the Board's desire to fund the "mission critical" deficiencies which will be handled through a "balance sheet" fund balance designation transaction outside of the regular budget process.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Board also expressed their desire to retain the remaining Community Grant funding until FY 2005-2006 in anticipation of further budgetary shortfalls.

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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 174 TOBACCO SETTLEMENT GRANTS						
FUNCTION: GENERAL						
ACTIVITY: OTHER GENERAL						
FUND:0060 GENERAL						
.						
.						
SERVICES AND SUPPLIES	0	3156	3,156	0	0	0
OTHER CHARGES	200830	421844	150,097	500,000	200,000	200,000
TOTAL EXPENDITURES*****	\$200830	\$425000	\$153,253	\$500,000	\$200,000	\$200,000
.						
INTERGOVERNMENTAL REVENUES	24505	0	0	0	0	0
MISCELLANEOUS REVENUES	0	1700000	1,786,435	2,000,000	2,000,000	2,000,000
TOTAL REVENUES*****	\$24505	\$1700000	\$1,786,435	\$2,000,000	\$2,000,000	\$2,000,000
TOBACCO SETTLEMENT GRANTS EXP OVER (UNDER) REV	\$176324	\$-1275000	\$-1,633,182	\$-1,500,000	\$-1,800,000	\$-1,800,000
=====	=====	=====	=====	=====	=====	=====

**PUBLIC WORKS
CSA ADMINISTRATION
Budget Unit 175**

Patrick J. Minturn

Director of Public Works

PROGRAM DESCRIPTION

This budget reflects the fiscal activity of the "umbrella" organization, which provides operational and administrative support to thirteen active County Service Areas (CSA). To a much lesser degree, this unit is also used for the administration of four special street lighting districts, and twenty-nine subsidiary Permanent Road Divisions. More than 3,500 County residents currently benefit from the services provided by CSAs. Responsibility for management of this unit, and provision of CSA services, is within the Department of Public Works. Personnel directly assigned to CSA Administration include one clerical position, four field technicians, and seven extra-help technicians.

BUDGET REQUESTS

The budget submitted is fully supported by administrative fees levied in the benefiting CSAs. There is no General Fund support for this budget. Projected revenue indicates a decrease of \$10,723, for a total of \$512,893 for the FY 2004-2005 Proposed Budget. This is primarily due to decreases in Services & Supplies and Central Service (A-87) charges that helped to offset increases in Salaries & Benefits and Workers' Compensation.

SUMMARY OF RECOMMENDATIONS

The CAO 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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 175 CSA ADMINISTRATION						
FUNCTION: GENERAL						
ACTIVITY: OTHER GENERAL						
FUND:0060 GENERAL						
.						
.						
SALARIES AND BENEFITS	312340	412824	376,936	458,099	494,193	494,193
SERVICES AND SUPPLIES	64057	68702	63,180	55,859	55,892	55,892
OTHER CHARGES	21899	42090	42,090	-1,065	-1,065	-1,065
TOTAL EXPENDITURES*****	\$398296	\$523616	\$482,206	\$512,893	\$549,020	\$549,020
.						
CHARGES FOR SERVICES	395433	523616	480,266	512,893	549,020	549,020
TOTAL REVENUES*****	\$395433	\$523616	\$480,266	\$512,893	\$549,020	\$549,020
CSA ADMINISTRATION EXP OVER (UNDER) REV	\$2862	\$0	\$1,940	\$0	\$0	\$0
=====	=====	=====	=====	=====	=====	=====

**PUBLIC WORKS
SECURE RURAL SCHOOLS
AND COMMUNITY SELF-DETERMINATION ACT
TITLE III ADMINISTRATION
Budget Unit 176**

Patrick J. Minturn

Director of Public Works

PROGRAM DESCRIPTION

The Secure Rural Schools and Community Self-Determination Act of 2000 increased timber receipts for local schools and roads. The Act allocated 85% of these funds to local schools and roads. It also set aside the remaining 15% for projects to be allocated at the Board of Supervisor's discretion. This 15% can be allocated for projects in the woods (Title II) and/or to reimburse county departments for expenses incurred on federal lands or for fire education programs (Title III). The Board has selected a Resource Advisory Committee (RAC) to develop project proposals. County Departments that meet the above criteria may also submit requests for project funding.

BUDGET REQUESTS

This budget unit was created during the FY 2003-2004 Supplemental Budget Process. At the County's discretion, the County has historically allocated all Title II/Title III funds to Title II projects only. FY 2003-2004 was the first year in which Title III funds were allocated.

The FY 2004-2005 Proposed Budget includes appropriations in the amount of \$307,178 for the following projects: a fire education prevention program to be administered by Shasta County Fire Department; two fire rescue boats, one for Station 72, the Jones Valley Volunteer Fire Company and Station 54, the Lakehead Volunteer Fire Company; the second year of a four-year Fire Safe Council Education program and the first year of a three-year Catastrophic Wildfire Prevention Program both administered by the Western Shasta Resource Conservation District. The Board of Supervisors approved these projects on April 6, 2004.

SUMMARY OF RECOMMENDATIONS

The CAO 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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====						
UNIT TITLE: 176 TITLE III PROJECTS						
FUNCTION: GENERAL						
ACTIVITY: OTHER GENERAL						
FUND:0065 GENERAL FED FOREST TITLE III						
.						
.						
SERVICES AND SUPPLIES	0	0	0	500	500	500
OTHER FINANCING USES	0	315139	315,130	306,678	306,678	306,678
TOTAL EXPENDITURES*****	\$0	\$315139	\$315,130	\$307,178	\$307,178	\$307,178
.						
REVENUE FROM MONEY & PROPERTY	0	0	1,356	0	0	0
INTERGOVERNMENTAL REVENUES	0	315139	320,913	306,678	306,678	306,678
TOTAL REVENUES*****	\$0	\$315139	\$322,270	\$306,678	\$306,678	\$306,678
TITLE III PROJECTS EXP OVER (UNDER) REV	\$0	\$0	\$-7,139	\$500	\$500	\$500
=====						

**PRODUCTIVITY IMPROVEMENT PROGRAM
Budget Unit 177**

H. Douglas Latimer

County Administrative Officer

PROGRAM DESCRIPTION

This budget unit was established to provide for the financial transactions associated with the Productivity Improvement Program of Shasta County. The program provided a revolving loan fund for the financing of one-time costs that resulted in enhanced service and on-going savings to the County or a program. Resources of approximately \$307,000 were transferred to the General Fund during FY 2003-2004 to mitigate the Vehicle License Fee reductions. The County Administrative Office has since terminated the Productivity Improvement Program.

BUDGET REQUESTS

None.

SUMMARY OF RECOMMENDATIONS

Recommended as requested by the Department Head.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Auditor-Controller's Office will make any interest adjustments necessary to close this program to the General Fund during FY 2004-2005.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs with the CAO 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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====						
UNIT TITLE: 177 PRODUCTIVITY IMPROVEMENT PROG						
FUNCTION: GENERAL - PRODUCTIVITY IMPROVE						
ACTIVITY: OTHER GENERAL						
FUND:0063 GENERAL - PRODUCTIVITY IMPROVE						
.						
.						
OTHER FINANCING USES	0	307623	305,116	0	0	0
TOTAL EXPENDITURES*****	\$0	\$307623	\$305,116	\$0	\$0	\$0
.						
REVENUE FROM MONEY & PROPERTY	3637	3500	-94	0	0	0
TOTAL REVENUES*****	\$3637	\$3500	\$-94	\$0	\$0	\$0
PRODUCTIVITY IMPROVEMENT PROG EXP OVER (UNDER) REV	\$-3637	\$304123	\$305,210	\$0	\$0	\$0
=====						

**CENTRAL SERVICE COSTS (A-87)
Budget Unit 199**

Rick Graham

Auditor - Controller

PROGRAM DESCRIPTION

This budget unit is considered a "contra" budget unit, which means it is used to offset operating expenses of general County operations. The main purpose is to charge for services, equipment, and building occupancy by departments and agencies. This is allowable in the Countywide cost allocation plan regulations.

BUDGET REQUESTS

This budget unit reflects expense offsets and revenue from that portion of the countywide cost allocation plan (A-87) charged to departments and agencies outside the County's general operating funds. The cost offsets reflected in this budget unit total \$521,361 for FY 2004-2005 as calculated by the Auditor-Controller's Office.

SUMMARY OF RECOMMENDATIONS

The recommended budget utilizes the offset number as prepared by the Auditor-Controller and approved by the State.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The County Administrative Officer and the County Auditor-Controller concur 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 2004 - 2005

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2002-2003	ACTUAL BUDGET 2003-2004	ACTUAL EXP/REV 2003-2004	BUDGET REQUESTS 2004-2005	CAO RECOMMENDS 2004-2005	ADOPTED BY TH B O S 2004-2005
=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 199 CENTRAL SERVICE COST A-87						
FUNCTION: GENERAL						
ACTIVITY: OTHER GENERAL						
FUND:0060 GENERAL						
.						
.						
.						
INTRAFUND TRANSFERS	-397153	-416983	-417,938	-511,074	-511,074	-511,074
TOTAL EXPENDITURES*****	\$-397153	\$-416983	\$-417,938	\$-511,074	\$-511,074	\$-511,074
MISCELLANEOUS REVENUES	74787	8972	8,494	10,287	10,287	10,287
TOTAL REVENUES*****	\$74787	\$8972	\$8,494	\$10,287	\$10,287	\$10,287
CENTRAL SERVICE COST A-87 EXP OVER (UNDER) REV	\$-471940	\$-425955	\$-426,432	\$-521,361	\$-521,361	\$-521,361
=====	=====	=====	=====	=====	=====	=====