

**ECONOMIC DEVELOPMENT  
Budget Unit 165**

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Lawrence G. Lees

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 2006-07 is at the same level as FY 2005-06, \$81,679, as follows:

\$8,999 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 2006-07 Proposed Budget is the same as FY 2005-06 Adjusted Budget.

**PENDING ISSUES AND POLICY CONSIDERATIONS**

During the Supplemental Budget Process both Economic Development Corporation of Shasta County expenditure accounts will be combined into one expenditure account for Enterprise Zone Administration for a total of \$54,180 in the 2006-07 Final Budget. Essentially, the vast majority of marketing and economic development occurs within the Enterprise Zone in the unincorporated area of the County.

**DEPARTMENT HEAD CONCURRENCE OR APPEAL**

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

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**FINAL BOARD ACTION**

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

The fiscal year 2006-07 contract with the Economic Development Corporation (EDC) will be amended to concentrate expenditures on the Enterprise Zone Administration, thereby appropriating \$54,180 to EDC for Enterprise Zone Administration. This is the same appropriation for EDC as fiscal year 2005-06.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES  
 STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2006 - 2007

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
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UNIT TITLE: 165 ECONOMIC DEVELOPMENT						
FUNCTION: GENERAL						
ACTIVITY: PROMOTION						
FUND:0060 GENERAL						
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SERVICES AND SUPPLIES	81776	81679	81,679	81,679	81,679	81,679
TOTAL EXPENDITURES*****	\$81776	\$81679	\$81,679	\$81,679	\$81,679	\$81,679
ECONOMIC DEVELOPMENT EXP OVER (UNDER) REV	\$81776	\$81679	\$81,679	\$81,679	\$81,679	\$81,679
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**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
Renovate Shasta County Library	\$ 1,000,000	Elections
Replace Public Safety Building HVAC	450,000	Sheriff, Probation & District Attorney

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 2006-07. 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 \$1,450,000 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 \$77,000 is a transfer-in from the General Fund to support activities not specific to a department.

**SUMMARY OF RECOMMENDATIONS**

The CAO recommended budget 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 and as amended in the Supplemental Budget.

Amendments include two projects carried over from 2005-06. The ADA Upgrade to the Placer Office Building restroom was not completed and will complete in 2006-07. The cost of this project is funded by the departments occupying this building.

The survey of the Breslauer Riverfront property will be carried over to 2006-07. This results in rebudgeting a \$20,000 transfer from General Revenues, offset by a reduction in the Contingency Reserve.

Another project was moved from the Roads budget to this budget unit based upon advice of the Auditor's office. The department plans to install an Equipment lift at the Redding Corporation Yard. This project is fully funded by Roads with no General Fund impact.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES  
 STATE OF CALIFORNIA  
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STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
=====	=====	=====	=====	=====	=====	=====
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	77942	111430	111,430	77,000	97,000	97,000
OTHER CHARGES	-1664	0	0	1,757	1,757	1,757
FIXED ASSETS	2048311	1223568	765,108	1,450,000	1,739,186	1,739,186
INTRAFUND TRANSFERS	0	0	0	-1,450,000	-1,739,186	-1,739,186
OTHER FINANCING USES	63997	0	0	0	0	0
TOTAL EXPENDITURES*****	\$2188586	\$1334998	\$876,538	\$78,757	\$98,757	\$98,757
OTHR FINANCING SOURCES TRAN IN	1060945	1223591	817,451	78,757	98,757	98,757
TOTAL REVENUES*****	\$1060945	\$1223591	\$817,451	\$78,757	\$98,757	\$98,757
LAND BUILDINGS & IMPROVEMENTS EXP OVER (UNDER) REV	\$1127641	\$111407	\$59,087	\$0	\$0	\$0
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**LIBRARY BUILDING CONSTRUCTION**  
**Budget Unit 167**

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**Patrick J. Minturn**

**Director of Public Works**

**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 percent 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 Children and Families First Commission, the McConnell Foundation, and the Sierra Pacific Foundation.

**BUDGET REQUEST**

Appropriations in the amount of \$9.3 million and revenue in the amount of \$5 million is requested for FY 2006-07, for use in the final construction and opening of the new library. Also included in the expenditures are furniture, fixtures, equipment (including technology) and \$1 million for books and materials, as well as moving and opening expenses.

FY 2006-07 revenue will be received primarily from the Office of Library Construction (\$3.7M) and New Library Now! (\$900,000.) However, both the County (\$96,000) and the City of Redding (\$250,000) will also contribute the balance of their grant match revenue in FY 2006-07. Although expenditures exceed revenue in FY 2006-07 by almost \$4.3 million, there is sufficient fund balance available to cover approximately \$2.5 million, leaving a potential fund deficit of \$1.8million.

The Office of Library Construction (OLC) has retained 10 percent of the total grant amount, or \$1,872,400, until they complete their project audit which could take up to one year after the project is complete. Additionally, some pledged revenue to New Library Now! has been pledged over a period of five years and may not be realized as donor revenue to New Library Now! and thus the County until FY 2007-2008. Therefore the Library Project fund could experience a negative fund balance in FY 2006-07 and 2007-08.

The project is expected to be completed in December 2006 with a Grand Opening date tentatively set for February 2007.

**SUMMARY OF RECOMMENDATIONS**

The CAO recommends increasing revenue by \$1.2 million to account for the final payment by OLC in FY 2006-07 should the audit be completed expeditiously, and decreasing expenditures by \$546,236 in Services and Supplies in order to resolve the fund deficit. Any further necessary changes will be made during the Supplemental Budget process.

**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 and as amended in the Supplemental Budget.

Appropriations are redistributed between fixed assets, from the Building to Furnishings. The Radio Frequency Identification (RFID) Sorting System fixed asset is increased \$52,945, due to the need for additional sorter bins (from five to seven bins.) Services and Supplies is increased \$1.6 million to budget for new books and materials, new computer equipment and Information Technology services for the purchase, configuration and installation of 125 new employee and public access computers, and for costs associated with the move to the new Library Building.

COUNTY OF SHASTA SCHEDULE 9

REVENUES AND EXPENDITURES  
 STATE OF CALIFORNIA  
 BUDGET UNIT FINANCING SUMMARY  
 BUDGET FOR THE FISCAL YEAR 2006 - 2007

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
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UNIT TITLE: 167 LIBRARY BUILDING CONSTRUCTION						
FUNCTION: GENERAL - CAPITAL PROJECTS						
ACTIVITY: PLANT ACQUISITION						
FUND:0043 CAPITAL PROJ LIBRARY BUILDING						
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SERVICES AND SUPPLIES	0	35	36	700,000	1,783,000	1,783,000
OTHER CHARGES	0	0	0	385	385	385
FIXED ASSETS	1292101	11500784	11,110,973	8,608,765	6,685,453	6,633,706
TOTAL EXPENDITURES*****	\$1292101	\$11500819	\$11,111,008	\$9,309,150	\$8,468,838	\$8,417,091
REVENUE FROM MONEY & PROPERTY	35116	16000	58,460	1,000	1,000	1,000
INTERGOVERNMENTAL REVENUES	3130964	7050000	8,430,852	4,108,616	5,230,278	5,230,278
MISCELLANEOUS REVENUES	0	1755000	1,505,000	900,000	900,000	900,000
OTHR FINANCING SOURCES TRAN IN	0	300000	300,000	0	96,091	96,091
TOTAL REVENUES*****	\$3166080	\$9121000	\$10,294,312	\$5,009,616	\$6,227,369	\$6,227,369
LIBRARY BUILDING CONSTRUCTION EXP OVER (UNDER) REV	\$-1873979	\$2379819	\$816,696	\$4,299,534	\$2,241,469	\$2,189,722
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**ADMINISTRATION CENTER CONSTRUCTION**  
**Budget Unit 169**

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**Patrick J. Minturn**

**Director of Public Works**

**PROGRAM DESCRIPTION**

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

The warranty period has expired but there are still some remaining items that require attention. These include modifications to the audio/visual system to enhance meeting administration, constructing additional storage for maintenance personnel and making needed improvements to trash receptacle areas.

**BUDGET REQUEST**

The requested budget reflects an effort to capture the costs associated with the Shasta County Administrative Center project anticipated during FY 2006-07. The requested budget totals \$135,000 for the remaining portion of the project.

**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.

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**FINAL BOARD ACTION**

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

The County has occupied the Administration Center for a little over a year and a half. Since that time Staff has identified several projects that need to be done to provide enhanced security, better utilization of space or will maximize the useful life of the building. The cost of these projects requires augmenting this budget with \$80,000 that was unspent in 2005-06.

Projects proposed include installing panic hardware in several County offices, converting some unused space behind the board chambers and near the parking structure to storage areas for Facilities Management and fixing two water intrusion problems identified on the roof and in the elevator pit of the parking garage.

COUNTY OF SHASTA SCHEDULE 9

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=====	=====	=====	=====	=====	=====	=====
UNIT TITLE: 169 ADMINISTRATION BLDG CONSTRUCT						
FUNCTION: GENERAL - CAPITAL PROJECTS						
ACTIVITY: PLANT ACQUISITION						
FUND:0044 CAPITAL PROJ ADMIN BUILDING						
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SERVICES AND SUPPLIES	375752	16661	16,661	100,000	210,000	210,000
OTHER CHARGES	2120975	0	0	4,422	4,422	4,422
FIXED ASSETS	10528295	56772	56,772	30,000	0	0
OTHER FINANCING USES	0	1198634	1,198,634	0	0	0
TOTAL EXPENDITURES*****	\$13025022	\$1272067	\$1,272,068	\$134,422	\$214,422	\$214,422
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REVENUE FROM MONEY & PROPERTY	292478	226227	226,227	-1,000	-1,000	-1,000
TOTAL REVENUES*****	\$292478	\$226227	\$226,227	\$-1,000	\$-1,000	\$-1,000
ADMINISTRATION BLDG CONSTRUCT EXP OVER (UNDER) REV	\$12732544	\$1045840	\$1,045,841	\$135,422	\$215,422	\$215,422
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**PUBLIC WORKS  
SURVEYOR  
Budget Unit 172**

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**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 2006-07 requested budget reflects an increase in the number of maps produced and an increase in the cost of labor. Therefore the costs of Records of Survey will increase from \$90 to \$300, and Parcel and Subdivision maps will increase from \$160 to \$400 to better reflect the actual costs to produce each map, as approved by the Board on May 23, 2006. The new rate is based on a time study that was performed to determine appropriate rates. The new rates were proposed for FY 2005-06 but due to additional time required to complete the extensive research and due diligence in collecting comparative data from other counties, the new rates will not go into effect until FY 2006-07. The Public Works Director has surveyed the costs of maps in other similarly situated counties and has found that the increased costs per map are still well within the surveyed cost range.

Projected revenues have decreased from \$45,332 in FY 2005-06 to \$42,400 in FY 2006-07 (6 percent). Expenditures (labor costs) have also decreased from \$52,229 in FY 2005-06 to \$49,246 in FY 2006-07 (6 percent).

**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.

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**FINAL BOARD ACTION**

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

An increase in appropriations (\$10,000) is requested to fund GIS Professional Services (staff time and hardware.) This will facilitate GIS work and maps needed by the Elections Department, though Elections will probably fund the new Maptitude software system and related training for the Surveyor. The \$10,000 will be a County General Fund expense, offset by a reduction in the Contingency Reserve.

COUNTY OF SHASTA SCHEDULE 9

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 STATE OF CALIFORNIA  
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STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2004-05	ACTUAL BUDGET 2005-06	ACTUAL EXP/REV 2005-06	BUDGET REQUESTS 2006-07	CAO RECOMMENDS 2006-07	ADOPTED BY THE B O S 2006-07
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UNIT TITLE: 172 SURVEYOR						
FUNCTION: GENERAL						
ACTIVITY: OTHER GENERAL						
FUND:0060 GENERAL						
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SERVICES AND SUPPLIES	19952	52082	10,498	49,150	59,150	59,150
OTHER CHARGES	93	147	147	96	96	96
TOTAL EXPENDITURES*****	\$20045	\$52229	\$10,645	\$49,246	\$59,246	\$59,246
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CHARGES FOR SERVICES	17115	45332	16,847	42,400	42,400	42,400
TOTAL REVENUES*****	\$17115	\$45332	\$16,847	\$42,400	\$42,400	\$42,400
SURVEYOR EXP OVER (UNDER) REV	\$2930	\$6897	\$-6,202	\$6,846	\$16,846	\$16,846
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