

COUNTY COUNSEL

Budget Unit 120

Michael A. Ralston, Interim County Counsel

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
SALARIES AND BENEFITS	1,381,536	1,558,682	1,453,383	1,484,093	1,484,093	1,484,093
SERVICES AND SUPPLIES	154,946	182,217	153,189	212,504	212,504	212,504
INTRAFUND TRANSFERS	-1,481,606	-1,573,423	-1,543,297	-1,761,589	-1,761,589	-1,761,589
TOTAL EXPENDITURES*****	\$54,876	\$167,476	\$63,276	(\$64,992)	(\$64,992)	(\$64,992)
CHARGES FOR SERVICES	7,374	6,000	9,737	63,000	63,000	63,000
MISCELLANEOUS REVENUES	79,891	145,633	161,254	98,251	98,251	98,251
TOTAL REVENUES*****	\$87,265	\$151,633	\$170,990	\$161,251	\$161,251	\$161,251
COUNTY COUNSEL EXP OVER (UNDER) REV	(\$32,389)	\$15,843	(\$107,715)	(\$226,243)	(\$226,243)	(\$226,243)

PROGRAM DESCRIPTION

The County Counsel's office provides a full range of legal services required by County officers, agencies, and departments including 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 nearly \$1.5 million which is 4.8 percent lower than the FY 2008-09 Adjusted Budget due to holding one Legal Secretary position vacant for unallocated salary savings in the amount of \$65,305. The services of three Attorneys and one Legal Secretary (up from two and a half Attorneys and one Legal Secretary in FY 2008-09) are provided to the Child and Family Services Division of the Social Services Branch in the Health and Human Services Agency; those costs are reimbursed to County Counsel, and will increase \$66,687, or 16.4 percent, over the FY 2008-09 Adjusted Budget.

Services and Supplies are requested at \$30,287, or 16.6 percent, above the FY 2008-09 Adjusted Budget primarily due to increases in Information Technology and Facilities Management charges, although costs for training have also increased slightly.

The net county cost for FY 2009-10 has been reduced by \$242,086 (or 1,528 percent) compared to the net county cost at FY 2008-09 of \$15,843. For a more accurate comparison of actual costs, when cost applied A-87 Central Services charges revenue is reversed the net county cost in FY 2009-10 for this budget has decreased by 10.2 percent from the FY 2008-09 Adjusted Budget, from \$1,182,424 to \$1,061,817, thereby meeting the requested 10 percent reduction in General Fund net county costs.

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.

FINAL BOARD ACTION

Adopted as presented in the proposed budget.

POSITION ALLOCATION

Title	As of June 09	09-10 Request	09-10 Rec	Change
County Counsel	1.00	1.00	1.00	0.00
Assistant County Counsel	1.00	1.00	1.00	0.00
Senior Deputy County Counsel or Deputy County Counsel I/II/III	6.00	6.00	6.00	0.00
Legal Office Executive Assistant-Confidential	1.00	1.00	1.00	0.00
Legal Secretary-Confidential	3.00	3.00	3.00	0.00
Total	12.00	12.00	12.00	0.00

SUPPORT SERVICES-PERSONNEL DIVISION

Budget Unit 130

Michelle Schafer, Director of Support Services

	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
STATE CONTROLLER COUNTY BUDGET ACT (1985)						
SALARIES AND BENEFITS	712,340	718,560	687,088	670,358	670,358	670,358
SERVICES AND SUPPLIES	440,554	782,153	318,867	607,205	607,205	607,205
INTRAFUND TRANSFERS	-983,055	-1,370,492	-1,057,873	-1,309,860	-1,309,860	-1,309,860
TOTAL EXPENDITURES*****	\$169,840	\$130,221	(\$51,918)	(\$32,297)	(\$32,297)	(\$32,297)
MISCELLANEOUS REVENUES	53,045	69,761	69,776	77,562	77,562	77,562
TOTAL REVENUES*****	\$53,045	\$69,761	\$69,776	\$77,562	\$77,562	\$77,562
PERSONNEL EXP OVER (UNDER) REV	\$116,795	\$60,460	(\$121,694)	(\$109,859)	(\$109,859)	(\$109,859)

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 labor union agreements.

BUDGET REQUESTS

Salaries and Benefits are projected at \$48,202, or 6.7 percent, lower than FY 2008-09 due to holding one Human Resources Analyst position vacant.

Services and Supplies are projected at \$174,948 lower than FY 2008-09 primarily due to reductions in food expense, office expense, preemployment and related services, Information Technology services, and publications and legal notices. Although current fiscal circumstances necessitate less hiring and departments holding many positions vacant, Personnel staff will still be negotiating labor contracts, processing requests for Extra Help employees, and recruiting for those positions that must be filled; the "cost of doing business" is included in Services and Supplies costs.

The net cost to the General Fund is (\$109,859); \$170,319 lower than FY 2008-09 due to reduced expenditures and increased cost applied expenditures. Total overall expenditures in FY 2009-10 have decreased \$223,150, or 14.9 percent, from the FY 2008-09 Adjusted Budget, thus meeting the 10 percent reduction target.

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.

FINAL BOARD ACTION

Adopted as presented in the proposed budget.

POSITION ALLOCATION

Title	As of June 09	09-10 Request	09-10 Rec	Change
Director of Support Services	1.00	1.00	1.00	0.00
Assistant Director of Support Services	1.00	1.00	1.00	0.00
Personnel Analyst I/II/III	2.00	2.00	2.00	0.00
Personnel Assistant-Confidential or Personnel Technician I/II-Confidential	4.00	4.00	4.00	0.00
Total	8.00	8.00	8.00	0.00

COUNTY CLERK/REGISTRAR OF VOTERS-ELECTIONS

Fund 0060 General, Budget Unit 140

Catherine Darling, County Clerk/Registrar of Voters

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
SALARIES AND BENEFITS	686,160	702,569	669,207	712,499	712,499	712,499
SERVICES AND SUPPLIES	1,500,209	1,747,710	930,292	1,816,436	1,816,436	1,816,436
OTHER CHARGES	30,130	42,969	42,969	103,198	103,198	103,198
INTRAFUND TRANSFERS	-100	0	0	0	0	0
APPROP FOR CONTINGENCY	0	11,830	0	0	0	0
TOTAL EXPENDITURES*****	\$2,216,399	\$2,505,078	\$1,642,468	\$2,632,133	\$2,632,133	\$2,632,133
INTERGOVT REVENUES	178,653	504,547	428,136	504,547	504,547	504,547
CHARGES FOR SERVICES	370,613	28,500	96,445	287,000	287,000	287,000
MISCELLANEOUS REVENUES	34,848	0	734	0	0	0
OTHR FINANCING SRCS SALE F/A	254	0	0	0	0	0
TOTAL REVENUES*****	\$584,367	\$533,047	\$525,315	\$791,547	\$791,547	\$791,547
ELECTION ADMIN & REGISTRATION EXP OVER (UNDER) REV	\$1,632,031	\$1,972,031	\$1,117,152	\$1,840,586	\$1,840,586	\$1,840,586

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. The FY 2009-10 requested budget includes two scheduled elections, the Schools and Special Districts in November and the Gubernatorial Primary in June.

The Department is projected to end FY 2008-09 under budget by 31 percent. The FY 2009-10 requested budget is decreased by 6.7 percent as compared to the adjusted budget of FY 2008-09. Due to the projected savings in Elections budget, in aggregate with the County Clerk budget, both will meet 10 percent reduction goal.

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.

FINAL BOARD ACTION

Adopted as presented in the proposed budget.

POSITION ALLOCATION

Title	As of June 09	09-10 Request	09-10 Rec	Change
Agency Staff Services Analyst I/II	1.00	1.00	1.00	0.00
Assistant County Clerk/Registrar of Voters	1.00	1.00	1.00	0.00
Clerk/Elections Specialist I/II	5.00	5.00	5.00	0.00
Clerk/Elections Supervisor	1.00	1.00	1.00	0.00
Elections Technician	1.00	1.00	1.00	0.00
Total	9.00	9.00	9.00	0.00

IMPACT FEE ADMINISTRATION
Fund 0057 General, Budget Unit 157
Russ Mull, Director of Resource Management

	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
STATE CONTROLLER COUNTY BUDGET ACT (1985)						
SERVICES AND SUPPLIES	0	1,000	1,047	3,000	3,000	3,000
TOTAL EXPENDITURES*****	\$0	\$1,000	\$1,047	\$3,000	\$3,000	\$3,000
REV FROM MONEY & PROPERTY	0	0	775	0	0	0
CHARGES FOR SERVICES	0	1,000	120,286	92,530	93,930	93,930
TOTAL REVENUES*****	\$0	\$1,000	\$121,061	\$92,530	\$93,930	\$93,930
IMPACT FEE ADMIN EXP OVER (UNDER) REV	\$0	\$0	(\$120,014)	(\$89,530)	(\$90,930)	(\$90,930)

PROGRAM DESCRIPTION

A public facilities impact fee schedule which sets public facility fees for all new development within the County, outside the incorporated areas, was approved and adopted by Ordinance by the Board of Supervisors on April 22, 2008. This budget unit was created to maintain the revenues and expenditures associated with the collection of impact fees.

BUDGET REQUESTS

The FY 2009-10 requested budget includes \$92,530 in revenue and \$3,000 in expenditures. Once an entire fiscal cycle is completed, the budget will demonstrate substantiated figures which will be utilized to project fees and services.

SUMMARY OF RECOMMENDATIONS

The CAO recommended budget is as requested by the department head with minor technical adjustments.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The department head concurs.

FINAL BOARD ACTION

Adopted as presented in the proposed budget.

POSITION ALLOCATION

There are no positions associated with this budget unit.

INTERMOUNTAIN FAIR
Fund 0060 General, Budget Unit 159
Robert Macfarlane, Intermountain Fair Manager

	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
STATE CONTROLLER COUNTY BUDGET ACT (1985)						
SALARIES AND BENEFITS	290,394	304,992	303,673	310,616	310,616	310,616
SERVICES AND SUPPLIES	263,586	262,913	268,447	267,479	267,479	267,479
OTHER CHARGES	15,810	25,526	25,657	35,495	35,495	35,495
TOTAL EXPENDITURES*****	\$569,790	\$593,431	\$597,777	\$613,590	\$613,590	\$613,590
REV FROM MONEY & PROPERTY	437,828	423,308	444,022	432,190	432,190	432,190
INTERGOVERNMENTAL REVENUES	220,000	215,000	247,417	180,000	180,000	180,000
CHARGES FOR SERVICES	1,619	1,400	1,037	1,400	1,400	1,400
MISCELLANEOUS REVENUES	18	0	25	0	0	0
TOTAL REVENUES*****	\$659,465	\$639,708	\$692,501	\$613,590	\$613,590	\$613,590
INTERMOUNTAIN FAIR EXP OVER (UNDER) REV	(\$89,675)	(\$46,277)	(\$94,725)	\$0	\$0	\$0

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 the Intermountain Fair Board, which is appointed by the Board of Supervisors. All regular and extra-help staff members are County employees.

BUDGET REQUESTS

The FY 2009-10 requested budget includes a decrease of \$26,118 in revenues and a \$20,159 increase in expenditures as compared to the FY 2008-09 adjusted budget. The budget provides funding for three full-time positions as well as numerous 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 with a slight decrease projected for FY 2009-10. The department has submitted a balanced budget. The requested budget meets California Department of Agriculture Division of Fairs and Expositions requirements.

SUMMARY OF RECOMMENDATIONS

The CAO 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.

FINAL BOARD ACTION

Adopted as presented in the proposed budget.

POSITION ALLOCATION

Title	As of June 09	09-10 Request	09-10 Rec	Change
Inter-Mountain Fair Manager	1.00	1.00	1.00	0.00
County Fair Business Assistant	1.00	1.00	1.00	0.00
Mechanical Crafts Worker I/II	1.00	1.00	1.00	0.00
Total	3.00	3.00	3.00	0.00

GENERAL RESERVE

Fund 0170 General Reserves, Budget Unit 160

Lawrence G. Lees, County Administrative Officer

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
OTHER FINANCING USES	0	0	0	0	0	3,500,000
TOTAL EXPENDITURES*****	\$0	\$0	\$0	\$0	\$0	\$3,500,000
REV FROM MONEY & PROPERTY	444,962	150,000	229,501	150,000	150,000	150,000
OTHR FINANCING SRCS TRAN IN	1,000,000	0	0	0	0	0
TOTAL REVENUES*****	\$1,444,962	\$150,000	\$229,501	\$150,000	\$150,000	\$150,000
GENERAL RESERVES EXP OVER (UNDER) REV	(\$1,444,961)	(\$150,000)	(\$229,501)	(\$150,000)	(\$150,000)	\$3,350,000

PROGRAM DESCRIPTION

Governments should maintain a prudent level of financial resources to protect against reducing service levels or incurring debt because of temporary revenue shortfalls or unpredicted one-time expenditures. The General Reserve budget unit serves as the County's prudent reserve fund.

Administrative Policy 2-103, Budgetary Reserves, establishes a target balance of five percent of unrestricted General Fund resources. Each year, the County Administrative Officer may recommend additions to or withdrawals from the Reserve in the County Final Budget. The General Reserve shall not be used to support recurring operating expenditures, and is the last resort in balancing the County 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.

BUDGET REQUEST

The requested budget for General Reserve contains one revenue item; interest earnings (\$150,000). With the adoption of the FY 2009-10 budget, General Reserves would total approximately \$10.1 million at the close of the fiscal year. The Reserve is approximately 3 percent, still shy of the target balance.

SUMMARY OF RECOMMENDATIONS

The CAO recommended budget is as requested by the department head.

PENDING ISSUES AND POLICY CONSIDERATIONS

The Board authorized a loan in the amount of \$241,752 to the District Attorney in fiscal year 2003-04. To date the District Attorney has borrowed \$211,812 to be repaid when FY 2003-04 SB-90 reimbursements are received. The State is slowly catching up on past-due SB 90 reimbursements; however, 2003-04 has not yet been received.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

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

FINAL BOARD ACTION

Adopted as amended in the final budget hearing. The general reserve may only be established, canceled, increased or decreased at the time of adopting the budget in accordance with Government Code section 29086. The Shasta County Board of Supervisors authorized the Auditor-Controller to transfer \$3.5 million from the General Reserve to establish a contingency reserve in the General Revenue budget unit, making said funds available in the event the State of California, under the provisions of Proposition 1A, borrows the County's share of ad valorem property tax revenues, including amounts from the one percent base rate, rates for voter-approved bonds, the portion of property tax revenues derived from the vehicle license fee (VLF Swap), and the portion of property tax revenues derived from the exchange under the Triple Flip that were allocated to each entity in the 2008-09 year.

If the State "borrows" the County's property taxes the general reserve will be paid back upon adoption of the final budget in the fiscal year succeeding the repayment. If property taxes are not borrowed the general reserve will be paid back by the General Fund at the adoption of the 2010-11 final budget.

POSITION ALLOCATION

There are no positions associated with this budget unit.

ACCUMULATED CAPITAL OUTLAY

Fund 0040 Accumulative Capital Outlay, Budget Unit 161

Lawrence G. Lees, County Administrative Officer

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
OTHER FINANCING USES	132,510	5,800,000	979,931	7,376,476	7,376,492	7,376,492
TOTAL EXPENDITURES*****	\$132,510	\$5,800,000	\$979,931	\$7,376,476	\$7,376,492	\$7,376,492
REV FROM MONEY & PROPERTY	598,174	200,000	244,722	250,000	250,000	250,000
TOTAL REVENUES*****	\$598,174	\$200,000	\$244,722	\$250,000	\$250,000	\$250,000
ACCUMULATED CAPITAL OUTLAY EXP OVER (UNDER) REV	(\$465,664)	\$5,600,000	\$735,209	\$7,126,476	\$7,126,492	\$7,126,492

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. This reserve provides resources for capital programs that would otherwise adversely impact the County General Fund.

BUDGET REQUEST

The FY 2009-10 requested budget includes the following projects:

1. Re-appropriates \$4.8 million to renovate the 1855 Shasta Street building for the District Attorney and Veterans Service Officer.
2. A Transfer-Out of \$2.49 million to the Juvenile Hall Replacement Project. This will necessitate utilizing the \$1 million set aside for a juvenile detention facility, the \$1 million set aside for an adult detention facility, and funds remaining after completion of two roof projects.

In total the CAO is recommending appropriations totaling \$7.37 million, leaving approximately \$3.8 million in reserve.

SUMMARY OF RECOMMENDATIONS

The 2009-10 budget request continues the direction received from the Board on March 13, 2007, and October 7, 2008, to utilize one-time resources to improve County facilities and plan for certain new facilities.

On March 13, 2007, the CAO conducted a workshop for the Board on the County's capital needs. The Board provided direction to the CAO to designate \$6.1 million for the following projects. The \$2 million for detention facilities is for the County match for future State detention facility funding. Counties are typically required to provide a 25 percent match for such funding. These funds remain in designation.

1. \$1 million for juvenile detention facilities. [Status- County was awarded \$14 million from State for a 90-bed Juvenile Hall. The \$1 million will be used for the County-match.]

2. \$1 million for adult detention facilities. [Status – County was not awarded funding for an Adult Detention Facility. Recommendation – utilize for county-match for Juvenile Hall.]
3. \$3 million for an animal shelter. [Status: A citizen’s committee was formed to discuss and analyze the concept of an animal shelter and determine the best methodology of shelter management. To date, the Board has considered whether to site a new facility on the Breslauer Campus, or off Clear Creek Road. Further consideration of the project is on hold pending the outcome of a new Jail or Juvenile Hall facility. The \$3 million remains in designation.]
4. \$1 million to maintain existing facilities, roof replacement or repair. [Status-two roofs (Mental Health Building and Social Services Cascade Building) repaired, for a total cost of \$551,664. Recommendation – utilize remainder for county-match for Juvenile Hall.]
5. \$100,000 for a master plan of the Breslauer Campus. [Status – Complete. Report presented to the Board of Supervisors on February 19, 2008.]

On October 7, 2008, the Board unanimously approved the renovation of the vacant library building at 1855 Shasta Street, Redding, and directed the Public Works Director to prepare plans and specification to upgrade and convert the vacant library for use as office space for the District Attorney’s Office.

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.

POSITION ALLOCATION

There are no positions associated with this budget unit.

PUBLIC WORKS-COURTHOUSE REMODEL

Fund 0041 Capital Project Courthouse Remodel, Budget Unit 163

Patrick J. Minturn, Director of Public Works

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
OTHER FINANCING USES	0	834,563	834,563	0	0	0
TOTAL EXPENDITURES*****	\$0	\$834,563	\$834,563	\$0	\$0	\$0
REV FROM MONEY & PROPERTY	25,893	0	0	0	0	0
OTHR FINANCE SRCS TRAN IN	25,474	0	0	0	0	0
TOTAL REVENUES*****	\$51,367	\$0	\$0	\$0	\$0	\$0
COURTHOUSE REMODEL EXP OVER (UNDER) REV	(\$51,367)	\$834,563	\$834,563	\$0	\$0	\$0

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

At the end of Fiscal Year 2008-09, the Auditor-Controller established a new long-term debt fund for the County Courthouse Bonds. A designation for fiscal agent cash (\$834,563) was transferred from the Courthouse Remodel Capital Project Fund (0041) to the County Courthouse Bonds Fund (0070.) There is no fiscal impact to the General Fund.

There is no budget request for FY 2009-10. The activity is history only.

FINAL BOARD ACTION

Adopted as presented in the proposed budget.

POSITION ALLOCATION

There are no positions associated with this budget unit.

ECONOMIC DEVELOPMENT

Fund 0060 General, Budget Unit 165

Lawrence G. Lees, County Administrative Officer

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
SERVICES AND SUPPLIES	83,684	82,179	82,161	45,598	45,598	45,598
TOTAL EXPENDITURES*****	\$83,684	\$82,179	\$82,161	\$45,598	\$45,598	\$45,598
ECONOMIC DEVELOPMENT EXP OVER (UNDER) REV	\$83,684	\$82,179	\$82,161	\$45,598	\$45,598	\$45,598

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 2009-10 is \$45,598, a decrease of \$36,581 as compared to FY 2008-09. The breakdown of this budget unit is as follows:

\$9,017 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;

\$22,581 to the Economic Development Corporation of Shasta County (EDC) for Enterprise Zone Administration services, a decrease of \$22,581 or 50 percent; and

\$14,000 to the Shasta-Cascade Wonderland Association for tourism promotion and continued support of the Welcome Center, a decrease of \$14,000 or 50 percent.

SUMMARY OF RECOMMENDATIONS

The CAO concurs with the requested 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.

POSITION ALLOCATION

There are no positions associated with this budget unit.

PUBLIC WORKS-LAND, BUILDINGS AND IMPROVEMENTS

Fund 0062 General-Capital Projects, Budget Unit 166

Patrick J. Minturn, Director of Public Works

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
SERVICES AND SUPPLIES	220,796	77,000	69,035	77,000	77,000	77,000
OTHER CHARGES	529	2,451	2,450	3,146	3,146	3,146
FIXED ASSETS	1,457,424	6,895,501	1,000,502	5,799,268	6,024,268	6,024,268
INTRAFUND TRANSFERS	0	0	0	-5,799,268	-6,024,268	-6,024,268
TOTAL EXPENDITURES*****	\$1,678,749	\$6,974,952	\$1,071,988	\$80,146	\$80,146	\$80,146
OTHR FINANCING SRCS TRAN IN	2,037,334	6,535,851	671,186	80,146	80,146	80,146
TOTAL REVENUES*****	\$2,037,334	\$6,535,851	\$671,186	\$80,146	\$80,146	\$80,146
LAND BUILDINGS & IMPROVEMENTS EXP OVER (UNDER) REV	(\$358,584)	\$439,101	\$400,801	\$0	\$0	\$0

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
Jail Roof and Siding	\$352,476	Criminal Justice Trust Fund
Burney Veterans Hall Restroom Remodel	\$243,050	CDBG Grant + County match
Fall River Mills Veterans Hall Restroom Remodel	\$157,250	CDBG Grant + County match
Remodel old library building for the District Attorney's Offices	\$4,886,492	Accumulated Capital Outlay
Balls Ferry Boat Ramp Launching Facility	\$160,000	State Boating & Waterway grant
Jail Closed Circuit TV Upgrade	\$225,000	Criminal Justice Trust Fund

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 \$53,146 for FY 2009-10. 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 \$6+ million 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 \$80,146 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 with the addition of the closed circuit television upgrade in the Jail.

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.

POSITION ALLOCATION

There are no positions associated with this budget unit.

LIBRARY BUILDING CONSTRUCTION

Fund 0043 Capital Project Library Building, Budget Unit 167

Patrick J. Minturn, Director of Public Works

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
SERVICES AND SUPPLIES	441,653	0	0	0	0	0
OTHER CHARGES	2,592	473,655	473,655	0	0	0
FIXED ASSETS	22,401	0	0	0	0	0
OTHER FINANCING USES	0	4,000	3,148	0	0	0
TOTAL EXPENDITURES*****	\$466,647	\$477,655	\$476,802	\$0	\$0	\$0
REV FROM MONEY & PROPERTY	9,736	5,000	5,592	0	0	0
INTERGOVERNMENTAL REVENUES	1,790,527	0	0	0	0	0
MISCELLANEOUS REVENUES	12,661	0	0	0	0	0
TOTAL REVENUES*****	\$1,812,924	\$5,000	\$5,592	\$0	\$0	\$0
LIBRARY BUILDING CONSTRUCTION EXP OVER (UNDER) REV	(\$1,346,277)	\$472,655	\$471,210	\$0	\$0	\$0

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 and local non-profit organization, 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. The grant funded approximately 65 percent of the \$20 million needed to build the new library. Matching funds in the approximate amount of \$8 million came from the County, the City of Redding, New Library Now!, Shasta Library Foundation, the Friends of the Library groups Shasta Children and Families First Commission, the McConnell Foundation, the Sierra Pacific Foundation, and other local private donors.

BUDGET REQUEST

There are no appropriations requested in the FY 2009-10 Proposed Budget. Final activity for the project fund was completed in FY 2008-09 with the audit of the fund completed by the Auditor-Controller. Final activity included payment of all remaining A-87 Central Service charges and transfer of all remaining project funds to the City of Redding (City) for the purpose of supporting the Shasta Public Library System in the amount of \$410,060 pursuant to the County and the City's operational and ownership agreement approved by the Board of Supervisors in August of 2006. This final amount represents grant-match funds and interest earnings and does not include any state grant funds.

In FY 2008-09 the County transferred ownership of the new Redding Library and all its furniture, fixtures, equipment and collection materials to the City of Redding pursuant to the operational and ownership agreement. Although the City began operating and administering the new Redding Library and the two library branches in Anderson and Burney as of January 1, 2007 as the Shasta Public Libraries System, the County will retain ownership of the two branches and their contents.

SUMMARY OF RECOMMENDATIONS

The budget is 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

POSITION ALLOCATION

There are no positions associated with this budget unit.

ADMINISTRATION CENTER CONSTRUCTION

Fund 0044 Capital Project Administration Building, Budget Unit 169

Patrick J. Minturn, Director of Public Works

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
SERVICES AND SUPPLIES	44,425	0	0	0	0	0
OTHER CHARGES	187	0	0	0	0	0
OTHER FINANCING USES	0	5,389,594	5,389,594	0	0	0
TOTAL EXPENDITURES*****	\$44,612	\$5,389,594	\$5,389,594	\$0	\$0	\$0
REVENUE FROM MONEY & PROP	275,789	0	0	0	0	0
TOTAL REVENUES*****	\$275,789	\$0	\$0	\$0	\$0	\$0
ADMINI BLDG CONSTRUCT EXP OVER (UNDER) REV	(\$231,177)	\$5,389,594	\$5,389,594	\$0	\$0	\$0

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.

BUDGET REQUEST

The project is complete. This budget unit will be closed to future activity.

SUMMARY OF RECOMMENDATIONS

None.

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.

POSITION ALLOCATION

There are no positions associated with this budget unit.

ANIMAL SHELTER CONSTRUCTION

Fund 0045 Capital Project Animal Shelter, Budget Unit 16901

Patrick J. Minturn, Director Public Works

STATE CONTROLLER COUNTY BUDGET ACT (1985)	ACTUAL EXP/REV 2007-08	ACTUAL BUDGET 2008-09	ACTUAL EXP/REV 2008-09	BUDGET REQUESTS 2009-10	CAO RECOMMENDS 2009-10	ADOPTED BY BOS 2009-10
OTHER CHARGES	0	0	0	51	0	0
TOTAL EXPENDITURES*****	\$0	\$0	\$0	\$51	\$0	\$0
REVENUE FROM MONEY & PROPERT	3	0	0	0	0	0
TOTAL REVENUES*****	\$3	\$0	\$0	\$0	\$0	\$0
ANML CNTRL FACILITY EXP OVER (UNDER) REV	(\$3)	\$0	\$0	\$51	\$0	\$0

PROGRAM DESCRIPTION

This budget was established for the purpose of performing the work necessary to build a new animal shelter.

SUMMARY OF RECOMMENDATIONS

On March 13, 2007, the CAO conducted a workshop for the Board of Supervisors on the County's capital needs. The Board provided direction to the CAO to designate \$3 million for an animal shelter. A citizen's committee was formed to discuss and analyze the concept of an animal shelter and determine the best methodology of shelter management. On May 8, 2007, the Board of Supervisor's approved the citizen's committee's recommendation that the County maintain control over operations of the Animal Control facility and build a new facility on County-owned property.

The County continues to work with the Sheriff's Office, the City of Redding, a citizen's committee and the community in order to seek ideas on how to fund construction of a new Animal Shelter. Therefore there were no requested appropriations or revenue requested in FY 2008-09. There is one small A-87 Central Service charge for FY 2009-10 in the amount of \$51. This is primarily due to costs associated with establishing the Animal Shelter cost center and fund.

PENDING ISSUES AND POLICY CONSIDERATIONS

None.

DEPARTMENT HEAD CONCURRENCE OR APPEAL

The CAO recommends the \$51 A-87 Central Service charge is funded from the fund designated for Animal Shelter construction costs in the Sheriff's Animal Control (297) budget, leaving approximately \$285,942 in the fund. This fund was established with Board approval from state SB 90 reimbursement revenue due to the General Fund supported Animal Control work provided by the County in the past. In this manner there will be no budget activity and the project fund will not experience negative cash in FY 2009-10 so all activity and Central Service or interest charges will cease.

FINAL BOARD ACTION

Adopted as presented in the proposed budget.

POSITION ALLOCATION

There are no positions allocated with this budget unit.