

C15 Approve budget amendments to close out the Knighton Road Beetle Mitigation fund which: (1) Increase appropriations by \$132,951 in account 034309 and \$90,000 in account 095301 in the Knighton Road Beetle Mitigation Budget (BU 285), offset by use of fund balance; and (2) increase revenue by \$90,000 in account 800285 in the Roads Budget (BU 301).

STAFF REPORT

BOARD MEETING DATE: March 11, 2025

CATEGORY: Consent Calendar 15

SUBJECT: Approve budget amendments to close out the Knighton Road Beetle Mitigation fund which: (1) Increase appropriations by \$132,951 in account 034309 and \$90,000 in account 095301 in the Knighton Road Beetle Mitigation Budget (BU 285), offset by use of fund balance; and (2) increase revenue by \$90,000 in account 800285 in the Roads Budget (BU 301).

DEPARTMENT: Public Works

SUPERVISORIAL DISTRICT #: All

DEPARTMENT CONTACT: Rachelle Kaschke, Chief Fiscal Officer, (530) 225-5661

STAFF REPORT APPROVED BY: Troy Bartolomei, Public Works Director

<u>Vote Required?</u> 4/5 Vote	<u>General Fund Impact?</u> No General Fund Impact
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RECOMMENDATION

Approve budget amendments to close out the Knighton Road Beetle Mitigation fund as follows: (1) increase appropriations by \$132,951 in account 034309 and \$90,000 in account 095301 in the Knighton Road Beetle Mitigation Budget (BU 285), offset by use of fund balance; and (2) increase revenue by \$90,000 in account 800285 in the Roads Budget (BU 301).

DISCUSSION

The Knighton Road Mitigation Trust Fund was established in 2004, to hold in trust project funding in the amount of \$335,000 earmarked for the Knighton Road Extension Project Valley Elderberry Longhorn Beetle Mitigation plan. The Knighton Road Extension Project resulted in the loss of 0.83 acre of Valley Elderberry Longhorn (VELB) habitat, a creature protected under the Federal Endangered Species Act. As a condition of project approval and funding, the County committed to establishing a replacement 0.83-acre VELB conservation area. The conservation area needed to be maintained and monitored for ten years. The monitoring period has concluded. A Final Report of Expenditures and Final Invoice have been submitted to Caltrans, per the Local Assistance Procedures Manual. Any remaining funds from the original \$335,000 deposit are to be returned to the State of California. Caltrans has sent an invoice for payment of the remaining grant funds. These budget amendments are required for Public Works to reimburse Caltrans for the unspent deposit funds and to transfer the remaining balance resulting from interest earnings to Roads in order to close out the fund.

ALTERNATIVES

The Board may decline to approve the budget amendment. Public Works would not be able to reimburse Caltrans for the unspent deposit funds or close out this fund.

OTHER AGENCY INVOLVEMENT

The budget amendment has been reviewed by the Auditor-Controller. County Counsel has approved the recommendation as to form. The recommendation has been reviewed by the County Administrative Office.

FISCAL IMPACT

There is no General Fund Impact as a result of the recommended actions. Upon approval of the recommendation, sufficient appropriations will be available in the Fiscal Year 2024-25 Knighton Road Beetle Mitigation Budget to pay the outstanding Caltrans invoice and transfer the residual funds to Roads at which point the fund will be closed. Funds were provided from State and Federal

Transportation Improvement Program funds and from interest earnings.

ATTACHMENTS:

- 1: Budget Amendment - Knighton Road
- 2: Budget Amendment - Roads
- 3: Caltrans Invoice

**COUNTY
OF
SHASTA**

DEPARTMENT OF PUBLIC WORKS

C. Troy Bartolomei, Director

MEMORANDUM

DATE February 19, 2025 FAF 020004
TO Erin Bertain, Deputy CEO
FROM C. Troy Bartolomei, Director 
SUBJECT Budget Amendment for Knighton Road Beetle Mitigation Budget Unit

A budget amendment in the amount of \$222,951 is requested in the Knighton Road Beetle Mitigation Budget Unit 28500. The purpose of this budget amendment is to increase appropriations to pay an outstanding Caltrans invoice generated by the unspent deposit funds and to transfer the remaining funds to Roads. The fund was created for the Knighton Road Extension Project Valley Elderberry Longhorn Beetle Mitigation plan which has been completed.

After your approval, please forward to the Auditor-Controller's office to prepare the budget transfer document for final approval. This item will be presented to the Board of Supervisors on March 11, 2025. If you have any questions, please contact Rachelle Kaschke at extension 5665. Thank you for your assistance in this matter.

CTB/rlk

Attachment

email: CAO Analyst Team, caobudget@shastacounty.gov

**COUNTY
OF
SHASTA**

DEPARTMENT OF PUBLIC WORKS

C. Troy Bartolomei, Director

MEMORANDUM

DATE February 19, 2025 FAF 020004
TO Erin Bertain, Deputy CEO
FROM C. Troy Bartolomei, Director 
SUBJECT Budget Amendment for Roads Budget Unit

A budget amendment in the amount of \$90,000 is requested in the Roads Budget Unit 30100. The purpose of this budget amendment is to increase revenue to transfer in the remaining funds from the Knighton Road Beetle Mitigation Budget in order to close out the fund. The fund was created for the Knighton Road Extension Project Valley Elderberry Longhorn Beetle Mitigation plan which has been completed.

After your approval, please forward to the Auditor-Controller's office to prepare the budget transfer document for final approval. This item will be presented to the Board of Supervisors on March 11, 2025. If you have any questions, please contact Rachelle Kaschke at extension 5665. Thank you for your assistance in this matter.

CTB/rlk

Attachment

email: CAO Analyst Team, caobudget@shastacounty.gov

Keep this portion for your records



California Department of Transportation
(916) 227-4227
Toll Free: (800) 404-7787

COUNTY OF SHASTA
DEPARTMENT OF PUBLIC WORKS
1855 PLACER STREET
REDDING CA 96001

Invoice Number: 81M02342

Due Date: 02-12-25

Invoice Date: 02-12-25

Amount Due: \$132,950.42

Invoice Description

ATTN: Rachelle Kaschke

Project RPSTPL-5906(040).
On Final Invoice #21 dated 01/29/2025, there's \$106,360.34 Q240 federal Construction fund and \$26,590.08 State Construction match credited due to Participating Cost decreased. The full deposit received not being needed for environmental mitigation.

For questions contact Katy Le at (279) 234-2880

Return this portion with your payment

State of California
Department of Transportation
Department of Transportation
PO Box 168019
ATTN: Cashiering Office
Sacramento CA 95816-8019

Make check payable to Department of Transportation
To make payment by Visa, Mastercard, American Express or Discover,
include your card number, expiration date, and signature:

COUNTY OF SHASTA
DEPARTMENT OF PUBLIC WORKS
1855 PLACER STREET

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Credit card payment limited to \$5,000.00 of the original invoice amount

Amount: \$132,950.42
Invoice Number: 81M02342

Signature ()
Daytime Phone