

**C21** Approve budget amendments for the "Fire 72 Roof Replacement Project," which increase appropriations and revenue by \$15,000 in the Land Buildings and Improvements Budget (BU 166) and transfers appropriations in the amount of \$15,000 in the CSA 1 Fire Protection Admin Budget (BU 00391).

STAFF REPORT

**BOARD MEETING DATE:** May 13, 2025

**CATEGORY:** Consent Calendar 21

**SUBJECT:** Approve budget amendments for the “Fire 72 Roof Replacement Project,” which increase appropriations and revenue by \$15,000 in the Land Buildings and Improvements Budget (BU 166) and transfers appropriations in the amount of \$15,000 in the CSA 1 Fire Protection Admin Budget (BU 00391).

**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

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

Approve budget amendments for the “Fire 72 Roof Replacement Project,” which increase appropriations and revenue by \$15,000 in the Land Buildings and Improvements Budget (BU 166) and transfers appropriations in the amount of \$15,000 in the CSA 1 Fire Protection Admin Budget (BU 00391).

**DISCUSSION**

Capital expenditures were budgeted in the Fiscal Year (FY) 2024-25 Budget based upon the best available information. County staff were to perform the labor for the Fire 72 Roof Replacement. The original scope of work was only for a portion of the roof. The project was amended in March 2025, to replace the entire roof. A contractor will perform the replacement work. County staff will only be performing repairs. Though the cost has increased slightly, the scope of work has increased and will save the Department costs in the long run.

**ALTERNATIVES**

The Board may decline to approve the budget amendment. Appropriations to capitalize expenditures will remain with its respective Budget Unit. Public Works would not be reimbursed for any costs incurred above the current budgeted amount.

**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 action. Upon approval of the recommendation, sufficient appropriations will be available in the Fiscal Year 2024-25 LB&I and CSA 1 budgets.

**ATTACHMENTS:**

- 1: Budget Amendment - LB&I
- 2: Budget Amendment - CSA 1

**COUNTY  
OF  
SHASTA**

**DEPARTMENT OF PUBLIC WORKS**

*C. Troy Bartolomei, Director*

**MEMORANDUM**

*DATE* April 1, 2025 FAF 020004  
*TO* Erin Bertain, Deputy CEO  
*FROM* C. Troy Bartolomei, Director   
*SUBJECT* Budget Amendment for Land Buildings & Improvements Budget Unit

A budget amendment in the amount of \$15,000 is requested in the Land Buildings & Improvements Budget Unit 16600. The purpose of this budget amendment is to increase appropriations and revenue for the Fire 72 Roof Replacement Project. The project request was amended in March 2025, which increased the overall project costs.

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 April 22, 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](mailto:caobudget@shastacounty.gov)

## Budget Amendment

Land Buildings & Improvements

DEPARTMENT NAME

**APPROPRIATIONS**  
INCREASE <DECREASE>

COST CENTER	ACCOUNT	ACCOUNT DESCRIPTION	BUDGET READS	BUDGET SHOULD READ	AMOUNT OF TRANSFER (+/-)
16600	061205	14680 Ravine Roof	60,000	75,000	15,000
					-
					-
					-
					-
					-
<b>TOTAL</b>					15,000

**REVENUE**  
INCREASE <DECREASE>

COST CENTER	ACCOUNT	ACCOUNT DESCRIPTION	BUDGET READS	BUDGET SHOULD READ	AMOUNT OF TRANSFER (+/-)
16600	806391	Trans in CSA 1 County Fire	60,000	75,000	15,000
					-
					-
					-
					-
					-
					-
<b>TOTAL</b>					15,000

# SHASTA COUNTY FIRE DEPARTMENT

## Memorandum

**To:** Erin Bertain  
Deputy County Executive Officer

**Date:** April 16, 2025

**From:** Sean O'Hara  
Shasta County Fire Warden



**Subject: Budget Amendment**

Shasta County Fire Department (SCFD) requests a net zero budget amendment increasing appropriations in the Capital Projects account and decreasing appropriations in the Facilities Management Maintenance account.

County Fire requests the following budget amendment:

033791 – Chgs Facilities Management Maintenance of Structures – Decrease appropriations \$15,000.00

095166 – Trans Out Capital Projects – Increase appropriations \$15,000.00

If you have any questions, please feel free to contact Julia Hayen at 225-2516.

Attachment

cc: Jenn Rossi, Senior Administrative Analyst

