



SECTION G: PUBLIC WORKS

Aviation
Facility Management
Fleet Services
Land Use
Natural Resources

Parks & Trails
Roads
Solid Waste
Transportation Services
Water Management



**Departmental Summary
FY 2018-19 Proposed Budget**

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Taxes	5,202,455	5,685,194	6,036,783	6,799,130	6,799,130	762,347
Operating Revenue & Contributn	4,074,844	3,723,420	4,025,298	4,519,374	4,519,374	494,076
Licenses and Permits	63,178	63,686	56,250	70,750	70,750	14,500
Use of Money and Property	85,279	110,004	58,020	68,110	68,110	10,090
Other Governmental Agencies	17,793,737	17,790,199	60,692,476	72,473,905	72,473,905	11,781,429
Charges for Current Services	6,787,677	6,937,393	6,173,400	6,192,000	6,192,000	18,600
Other Revenues	792,785	985,957	8,359,712	9,979,919	9,979,919	1,620,207
General Fund Contribution	16,116	89,000	222,081	300,000	300,000	77,919
Not Applicable	0	(30)	0	0	0	0
Total Revenues	34,816,071	35,384,823	85,624,020	100,403,188	100,403,188	14,779,168
Expenditures						
Capital Contracts	5,626,928	2,557,659	9,561,975	3,240,000	3,240,000	(6,321,975)
Salaries & Employee Benefits	12,586,782	13,018,398	14,587,253	14,942,743	14,910,422	323,169
Services and Supplies	11,753,554	14,083,970	16,145,657	26,462,563	24,322,129	8,176,472
Other Charges	12,019,854	15,242,726	20,643,034	17,629,928	17,082,193	(3,560,841)
Fixed Assets	1,974,136	2,589,466	35,220,196	47,639,451	47,639,451	12,419,255
Intrafund Transfers	(511,448)	(507,306)	(617,878)	(602,878)	(602,878)	15,000
Total Expenditures	43,449,806	46,984,913	95,540,237	109,311,807	106,591,317	11,051,080
Net Revenues (Expenditures)	(8,633,735)	(11,600,090)	(9,916,217)	(8,908,619)	(6,188,129)	3,728,088
Additional Funding Support						
1100 General Fund	3,943,245	5,698,178	6,259,372	7,985,327	5,284,837	(974,535)
1150 General E-Transportation Serv	(1,520)	(879)	(228,307)	(657,179)	(657,179)	(428,872)
1200 Roads	2,084,759	3,456,937	2,503,072	460,393	460,393	(2,042,679)
1710 Forest Resources and Recreatio	83,833	94,912	0	0	0	0
1720 Northcoast Resource Partnershi	0	7,977	0	19,350	(650)	(650)
3500 IGS-Motor Pool	304,889	166,177	947,563	469,331	469,331	(478,232)
3530 IGS-Airport Enterprise Fund	1,829,792	1,469,802	80,000	140,276	140,276	60,276
3539 Aviation Capital Projects	34,644	39,002	0	0	0	0
3540 Roads Heavy Equipment ISF	354,093	667,984	354,517	491,121	491,121	136,604
Total Additional Funding Support	8,633,735	11,600,090	9,916,217	8,908,619	6,188,129	(3,728,088)
Staffing Positions						
Allocated Positions	217.75	220.00	223.00	224.00	223.00	0.00

The Public Works Department consists of the following budget groups:

Airport

- 3530 372 Murray Field Airport
- 3530 373 Rohnerville Airport
- 3530 374 Garberville Airport
- 3530 375 Dinsmore Airport
- 3530 376 Kneeland Airport
- 3539 170 Capital Projects

Aviation

- 3530 381 California Redwood Coast Humboldt County

Facility Management

- 1100 162 Building Maintenance
- 1100 170 Capital Projects

Fleet Services

- 3500 350 Motor Pool
- 3500 351 Motor Pool Reserve
- 3540 330 Equipment Maintenance

Land Use

- 1100 166 Public Works Land Use
- 1100 168 County Surveyor
- 1200 322 Roads-Right of Way

Natural Resources – Planning

- 1720 289 Natural Resources

Parks and Trails

- 1100 713 Parks & Recreation
- 1710 715 Bicycle & Trailways Program
- 1710 716 Forest Resources & Recreation – McKay Community Forest

Roads

- 1200 320 Roads Administration
- 1200 321 Roads Engineering
- 1200 325 Roads Maintenance
- 1200 331 Roads Natural Resources
- 1200 888 Roads General Purpose Revenue
- 1200 990 Roads Contingencies

Solid Waste

- 1100438 Solid Waste

Transportation Services

- 1150 910 Transportation Services

Water Management

- 1100 251 Water Management

Measure Z

- 1100 298 Public Works Measure

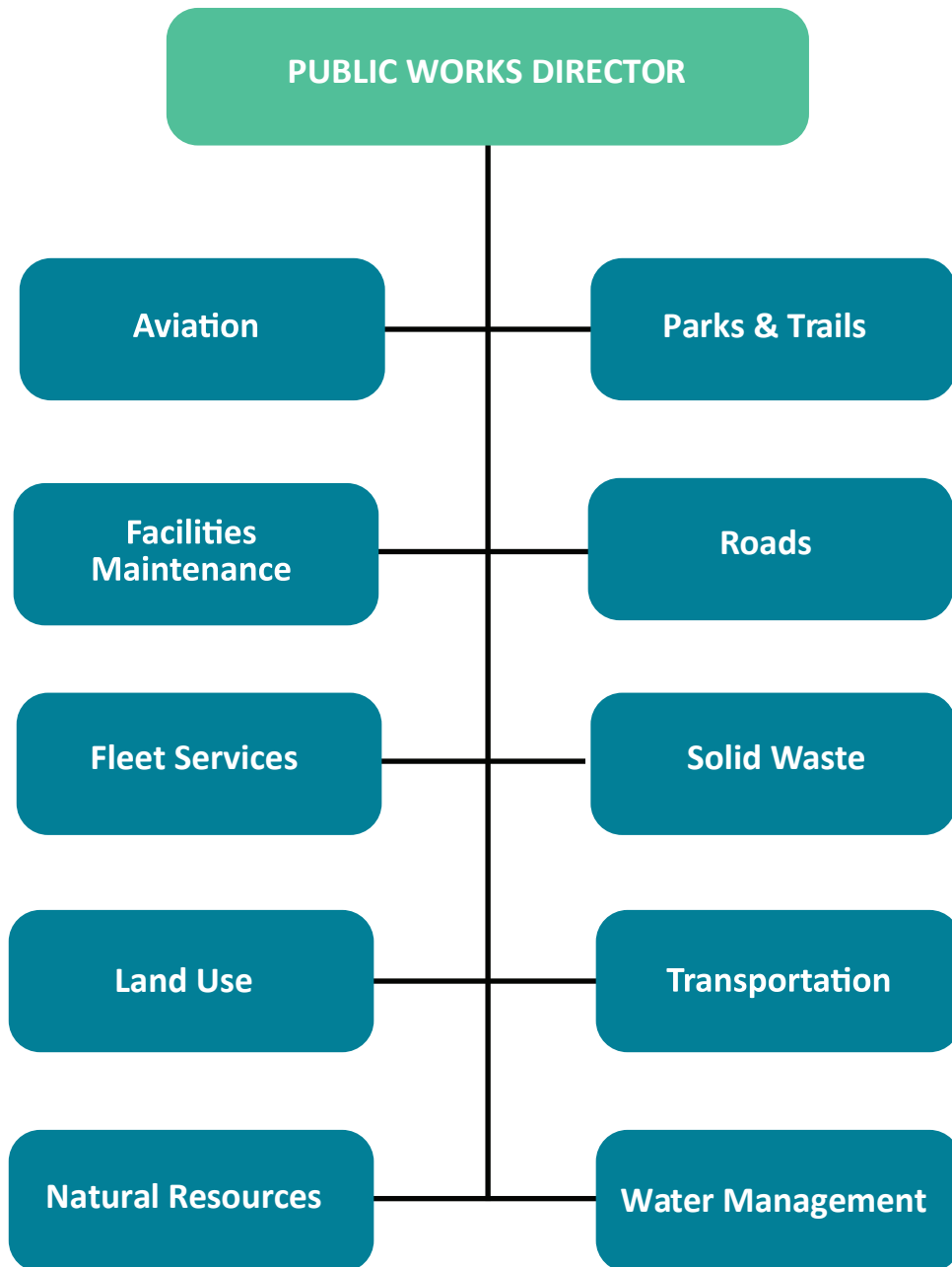
Mission

The Humboldt County Department of Public Works exists to supply the infrastructure needs that allow our county to thrive as an economically and socially cohesive community.

Its long term strategic goals are to improve and maintain the transportation, recreational, and facility structures Humboldt County citizens use and enjoy in their daily lives. Public Works strives to do this in a fiscally and environmentally responsible manner taking into account the diverse characteristics of our population, exquisite natural environment and relative geographic isolation.



Organizational Chart:



**3530 -- Aviation
FY 2018-19 Proposed Budget**

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Operating Revenue & Contributn	2,435,059	2,253,759	2,613,258	2,819,374	2,819,374	206,116
Use of Money and Property	981	422	500	600	600	100
Other Governmental Agencies	297,637	455,736	6,078,602	8,162,771	8,162,771	2,084,169
Charges for Current Services	1,339	3,448	0	0	0	0
Other Revenues	115,098	146,971	330,924	3,468	3,468	(327,456)
General Fund Contribution	16,116	89,000	222,081	300,000	300,000	77,919
Not Applicable	0	(30)	0	0	0	0
Total Revenues	2,866,230	2,949,306	9,245,365	11,286,213	11,286,213	2,040,848
Expenditures						
Salaries & Employee Benefits	868,876	910,228	890,479	935,338	935,338	44,859
Services and Supplies	1,231,360	1,146,681	1,521,949	1,643,158	1,643,158	121,209
Other Charges	2,413,520	2,379,554	1,625,514	1,567,771	1,567,771	(57,743)
Fixed Assets	252,516	54,872	5,313,301	7,306,100	7,306,100	1,992,799
Intrafund Transfers	(35,606)	(33,225)	(25,878)	(25,878)	(25,878)	0
Total Expenditures	4,730,666	4,458,110	9,325,365	11,426,489	11,426,489	2,101,124
Net Revenues (Expenditures)	(1,864,436)	(1,508,804)	(80,000)	(140,276)	(140,276)	(60,276)
Additional Funding Support						
3530 IGS-Airport Enterprise Fund	1,829,792	1,469,802	80,000	140,276	140,276	60,276
3539 Aviation Capital Projects	34,644	39,002	0	0	0	0
Total Additional Funding Support	1,864,436	1,508,804	80,000	140,276	140,276	60,276
Staffing Positions						
Allocated Positions	19.00	19.00	19.00	20.00	20.00	1.00

Purpose

The Aviation Division is responsible for managing six county airports in a manner that ensures aeronautical safety, safety of the traveling public, continued air service, and compliance with federal, state and/or local aviation rules, regulations and advisories.

This budget grouping includes seven individual budget units: The California Redwood Coast Humboldt County Airport (ACV) (381), Murray Field Airport (372), Rohnerville Airport (373), Garberville Airport (374), Dinsmore Airport (375), Kneeland Airport (376), and Aviation Capital Projects (3539 170).

Proposed Budget

The proposed budget for Aviation is \$11,426,489, an increase of \$2,101,124 or 22 percent from the prior year. This change is primarily due to the construction phase of the Airport Rescue and Firefighting Facility (ARFF). This project is predominantly funded through an Airport Improvement Plan (AIP) grant with the balance of the project being covered by Passenger Facility Charges (PFC). Additionally, \$100,000 is needed to replace a jet fuel tank and self-fuel system. Additionally there is a three-year commitment of a General Fund contribution to support the position of Aviation Director.

There are \$7,306,100 proposed for fixed assets; additional details are available in the Capital Expenditures table.

Aviation operating costs have exceeded income for nine consecutive fiscal years. From FY 2008-09 to 2016-17 the Aviation Enterprise Fund (3530) balance has gone from positive \$280,752 to negative (\$2,516,385). The negative balance combined with Pen Air discontinuing air service in August 2017 will result in an estimated negative balance of (\$2,534,580) in the Aviation Enterprise Fund at the end of FY 2018-19.

The continued negative cash balance and structural deficit in the Aviation Enterprise Fund raises concern. This is because enterprise funds are classified by accounting standards as “business-type activities” and are supposed to stand on their own without the sort of short-term borrowing typical of the county’s other governmental funds. Aviation needs to increase revenues or reduce expenditures to eliminate the structural deficit. If this is not accomplished over the next year the deficit will continue to increase and repayment of the loan will become challenging. This growing liability could have the potential to become the responsibility of the General Fund.

Proposed Personnel Allocation

The proposed personnel allocation for Aviation is 20.00 FTE with 8.00 FTE that are frozen and unfunded. This is an increase of 1.0 FTE over the prior year. Position changes are detailed in the budget unit section and in the Position Allocation Table.

Program Discussion

The Aviation Division provides for the Humboldt County regional air transportation system, and administers and maintains one commercial service airport and five general aviation airports. The county’s regional commercial service airport, known as ACV, is certified by Federal Aviation Administration (FAA) Federal Aviation Regulation (FAR) Part 139 for operations and the Transportation Security Administration’s Code of Federal Regulations (CFR) 1542 for security. The five general aviation airports are certified and permitted by the State of California Department of Transportation Division of Aeronautics with oversight by the FAA.

During FY 2017-18 the Board authorized that a new Aviation Department be established. This would remove Aviation from the Public Works Department. The county is in the process of conducting a recruitment for a new Airport Director, and following appointment a new Aviation Department will be created. Until that time, the Aviation Division will remain a division of Public Works.

The division supports the Board’s Strategic Framework by providing and maintaining infrastructure, encouraging new local enterprise and ensuring proper operation of markets, supporting business and workforce development, and providing community-appropriate levels of service.

3530 381 California Redwood Coast Humboldt County Airport (ACV)

This budget unit represents the main operating funding for the Aviation Division and operation of the ACV Airport. The division plans future airport needs and projects, provides fueling at three airports, and facility

maintenance services at all airports. Aircraft rescue and firefighting services and certified weather observers to augment the automated surface observation system are provided by staff at the ACV Airport. Federal Airport Improvement Program (AIP) grants, Passenger Facility Charges (PFC), and California Aid to Airport Program (CAAP) projects are initiated and regulated by the Aviation Division.

The Aviation Division's focus is on ACV Airport air service development since the loss of Horizon Airlines in April 2011. The major connection out of ACV is the San Francisco Airport. However, inclement weather in San Francisco often causes delays and results in missed flights for customers. Connection to an alternate major hub is important to the community. To that end, service to Los Angeles International Airport (LAX) is scheduled to begin June 2018.

The proposed budget for the ACV Airport is \$3,641,457, an increase of \$232,952 or 7 percent from the prior year. This change is primarily due to jet fuel tank improvements. There is \$304,000 in expenditures proposed for fixed assets; additional details are available in the Capital Expenditures table.

The proposed personnel allocation for California Redwood Coast Humboldt County Airport is 20.0 FTE with 8.0 FTE frozen and unfunded positions. This is an increase of 1.0 FTE over the prior year.

Addition:

1.0 FTE Director of Aviation

3530 372 Murray Field Airport

Murray Field Airport is the county's busiest general aviation airport and is located three miles east of Eureka near Humboldt Bay. This budget unit includes all revenues and expenses associated with operation and maintenance of the Murray Field Airport.

The proposed budget for the Murray Field Airport is \$158,737, an increase of \$18,754 or 13 percent, from the prior year. This change is primarily due to increased maintenance.

Funding of \$99,000 is proposed for fixed assets; additional detail on equipment is available in the Capital Expenditures table. This fixed asset is a replacement of damaged equipment that has been reimbursed by insurance. This project is pending FAA approval for the equipment upgrade from a Visual Approach Slope Indicator (VASI) system to a Precision Approach Path Indicator (PAPI) system.

This budget unit has no positions allocated to it.

3530 373 Rohnerville Airport

Rohnerville Airport is home to many local general aviation pilots and a California Department of Forestry and Fire Protection (Cal-FIRE) base. Rohnerville Airport is crucial during the fire season as emergency responders use it to land and take off, as well as a staging area for resources.

Rohnerville Airport is due for a runway and taxiway improvement. In order to take on this project, however, Aviation will need to secure a grant from the FAA. This project will improve access and safety around the

airport. This budget unit includes all revenues and expenses associated with operation and maintenance of the Rohnerville Airport, including fuel purchases and sales.

The proposed budget for FY 2018-19 is \$77,736, an increase of \$2,839 or 4 percent from the prior year. This change is primarily due to increased services and supplies costs.

This budget unit has no positions allocated.

3530 374 Garberville Airport

Garberville Airport is a crucial entry and exit way for the southern part of the county, and is in need of runway and taxiway rehabilitation. The rehabilitation project was awarded grant funding from the FAA and will be completed in FY 2018-19. Garberville Airport is home to many general aviation pilots who commute to more urban areas for work, but choose to live in rural Humboldt County. This budget unit includes all revenues and expenses associated with operation and maintenance of the Garberville Airport, including fuel purchases and sales.

The proposed budget for the Garberville Airport is \$62,348 an increase of \$5,340 or 9 percent over the prior year. This change is primarily due to increase in insurance and fuel purchases.

This budget unit has no allocated positions.

3530 375 Dinsmore Airport

Dinsmore Airport is tucked into a very rural valley in Humboldt County. For this reason Dinsmore Airport is crucial for transporting citizens in and out of the area during an emergency. Air access to the community in Dinsmore has saved many lives in emergency situations. This budget unit includes expenses associated with operation and maintenance of the Dinsmore Airport.

The proposed budget for FY 2018-19 is \$3,625 a decrease of \$6,937 or 66 percent from the prior year. This change is primarily due to the one-time purchase of a fixed asset in the previous year.

This budget unit has no allocated positions.

3530 376 Kneeland Airport

Kneeland Airport is home to the Cal-FIRE Helitech Base, an important asset during the fire season. Kneeland Airport is located at 2,737 feet above sea level, which allows fire personnel to see smoke rising from wildfires from the greatest vantage point available. The elevation also allows Kneeland Airport to serve as an emergency airport for aircraft that cannot land in the fog when other county airports are socked in. Another benefit to the elevation and surrounding beauty is the draw for the film industry. Many commercials and movie scenes are filmed at this airport bringing revenue into the county. This budget unit includes all expenses associated with operation and maintenance of the Kneeland Airport.

The proposed budget for FY 2018-19 is \$3,215 a decrease of \$30,012 or 90 percent from the prior year. This

change is primarily due to the one-time purchase of a fixed asset in the previous year.

This budget unit has no positions allocated to it.

3539 170 Aviation Capital Projects

This budget unit funds various capital projects as proposed by the Aviation Division, approved by the Board of Supervisors and the FAA. These projects are primarily funded by the FAA AIP grant and PFC program. The following projects are included in the FY 2018-19 budget:

- Garberville: Construct Ramp Rehabilitation & Expansion
- ACV Aircraft Rescue & Firefighting Facility – Construction (Phase 4)
- Murray Field Runway Rehabilitation
- Garberville Design Runway Rehabilitation
- Garberville Obstruction Removal
- Airport Land Use Compatibility Plan

The proposed budget for Aviation Capital Projects is \$7,479,371, an increase of \$1,878,188 or 33 percent from the prior year. The increase is mainly due to the ACV Aircraft Rescue & Firefighting Facility – Construction (Phase 4) project. There are \$6,903,100 in expenditures proposed for fixed assets; additional detail is available in the Capital Expenditures table.

This budget unit has no positions allocated to it.



1100 -- General Fund
FY 2018-19 Proposed Budget

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Other Governmental Agencies	334,751	539,249	17,130,718	27,512,358	27,512,358	10,381,640
Charges for Current Services	132,009	119,153	118,000	118,000	118,000	0
Other Revenues	410,932	483,010	6,801,282	7,902,430	7,902,430	1,101,148
Total Revenues	877,692	1,141,412	24,050,000	35,532,788	35,532,788	11,482,788
Expenditures						
Salaries & Employee Benefits	1,520,297	1,635,180	1,982,501	2,141,850	2,141,850	159,349
Services and Supplies	494,652	394,227	548,345	494,172	494,172	(54,173)
Other Charges	193,951	155,791	111,349	217,849	217,849	106,500
Fixed Assets	681,696	1,326,918	25,004,850	36,501,851	36,501,851	11,497,001
Intrafund Transfers	(239,364)	(217,801)	(360,000)	(360,000)	(360,000)	0
Total Expenditures	2,651,232	3,294,315	27,287,045	38,995,722	38,995,722	11,708,677
Net Revenues (Expenditures)	(1,773,540)	(2,152,903)	(3,237,045)	(3,462,934)	(3,462,934)	(225,889)
Additional Funding Support						
1100 General Fund	1,773,540	2,152,903	3,237,045	3,462,934	3,462,934	225,889
Total Additional Funding Support	1,773,540	2,152,903	3,237,045	3,462,934	3,462,934	225,889
Staffing Positions						
Allocated Positions	46.00	47.00	47.00	48.00	47.00	0.00

Purpose

The Facilities Management Division is responsible for maintenance and alterations to existing facilities, managing lease agreements, as well as planning, design, and construction of new facilities. The purpose of Facilities Management is to provide the public, staff, and clients a safe, healthy and pleasing environment in a sensible and cost effective manner.

This budget grouping includes two budget units: Facility Management (162) and Capital Projects (170).

Proposed Budget

The proposed budget for the Facilities Management Division for FY 2018-19 is \$38,995,722, with \$360,000 in intra-fund transfers, an increase of \$11,708,677 or 30 percent from the prior year. The increase is primarily due to required matching funds for the Humboldt County Corrections Resource Center (the majority of the project, however, is funded by SB 863, which the state legislation approved

in 2014 that established revenue bonds for the construction or renovation of adult local criminal justice facilities). The General Fund contribution to Facilities Management is \$3,462,934, an increase of \$225,889 from the prior year. The total amount proposed for fixed assets is \$36,501,851; additional detail on projects and equipment is available in the Capital Expenditures table.

Additional Funding Requests

Facility Management submitted four additional funding requests totaling \$237,650. Requests are prioritized and outlined as follows:

1. \$100,000 for one-time funding for the maintenance of office space, three correctional facilities, one mental health treatment facility, five airports, the Veteran's Halls, and every building that the county conducts critical business.
2. \$27,150 in ongoing funding for 1.0 FTE facility laborer positions to service not only the Courthouse landscaping but also, all other county owned properties including the Veterans Halls, which will maintain and provide safe access to facilities for the public and staff.
3. \$110,500 in one-time funding to address regulatory requirements to mitigate threats associated with the site contamination from former service station operated at the site of Fourth and J Street in Eureka.

All of the additional funding requests are recommended at this time with the exception of number two. The exception is to provide funding for continued contracted landscape maintenance and not the proposed partial funding of a FTE.

Proposed Personnel Allocation

The proposed personnel allocation for Facilities Management for FY 2018-19 is 47.0 FTE, including 2.0 FTE that are frozen and unfunded. There is no change over the prior year.

Program Discussion

Services provided by Facilities Management are essential to the functioning of the county. This budget grouping provides facility related services to all county departments and is responsible for real property management, building maintenance, custodial services and capital project design, construction and management.

Facility Maintenance provides a variety of building services, which include heating, ventilation and air conditioning (HVAC), plumbing, electrical, carpentry remodeling, landscape maintenance, and custodial services for county facilities. Many county facilities operate 24-hours per day, seven days a week, while other facilities are five-days per week operations. Facilities are located throughout the county in Eureka, Arcata, Fortuna, Garberville, and Willow Creek as well as other outlying areas. Funding reductions, retirements and turnover in maintenance and custodial staff have challenged the division's ability to provide service to the county's facilities.

Real Property Management negotiates and maintains records of county lease agreements, selling and purchasing of buildings, and provides for repairs, maintenance and modifications of leased properties.

Capital Projects provides planning, design, building construction contracting, management and inspection services. This work includes feasibility and cost estimate studies for proposed and adopted building projects, developing program requirements, preparing reports and recommendations, coordinating design work, preparing construction documents, managing consultants, receiving and evaluating bids, construction award,

inspections and construction administration.

1100 162 Facilities Management

The purpose of Facilities Management is to provide and maintain a safe, healthy and comfortable work environment for county employees and persons transacting business with the county. Staff provides and manages planning, design and construction services for projects in county owned and leased facilities, while striving to meet the highest standards possible with the resources available. The goal of the real property agent is to research available properties for lease, negotiate lease contracts, and manage and maintain leased properties in a manner that is cost effective and meets the needs of all county departments.

The proposed budget for Facilities Management for FY 2018-19 is \$2,550,869, an increase of \$226,032 or 9 percent from the prior year due to the additional funding that is recommended for FY 2018-19. Funding of \$62,063 is proposed for fixed assets; additional detail on the projects is available in the Capital Expenditures table.

The proposed personnel allocation for Facilities Management for FY 2018-19 is 47.0 FTE, including 2.0 FTE that are frozen and unfunded. There is no change from the prior year. All positions for this budget group are allocated to this budget unit.

1100 170 Capital Projects

The purpose of this budget unit is to provide funding for capital (construction) improvements for buildings and facilities within the county's inventory, which also includes leased facilities. This budget unit consists of multiple, multi-year projects. Funds for the budget unit are now primarily derived from transfers from the Deferred Maintenance trust fund pursuant to supplemental appropriations approved by the Board of Supervisors as projects are ready for construction. The earthquake 2010 seismic projects are funded by the Governor's Office of Emergency Services and through Certificates of Participation (COP) for the county's match.

The Juvenile Hall construction is funded through the State Corrections Standards Authority, Criminal Justice Construction Fund and through a COP for the county's match.

The Community Corrections Reentry Resource Center construction is funded through the State's Senate Bill (SB) 863 Adult Local Criminal Justice Facilities Construction Finance Program and through a COP for the county's match.

Construction and or bids anticipated in FY 2018-19 include:

- Corrections Resource Center
- Eureka Veterans Building (Seismic)
- ADA Projects
- Juvenile Hall Renovation
- Garberville Veterans Building
- Public Defender Building

- Weights and Measures Building
- Courthouse Remodel of 5th Floor
- Courthouse Roof Replacement
- Courthouse Modifications
- Courthouse transformers and electrical system upgrade
- Corrections safety netting

The proposed budget for Capital Projects for FY 2018-19 is \$36,444,853, an increase of \$11,482,645 or 32 percent from the prior year. This change is primarily due to the Corrections Resource Center project. Funding of \$36,439,788 is proposed for fixed assets; additional detail on the projects are available in the Capital Expenditures table.

This budget group supports the Board's Strategic Framework, Core Roles by providing and maintaining county infrastructure, creating opportunities for improved safety and health.



Fleet Management Services
FY 2018-19 Proposed Budget

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Operating Revenue & Contributn	1,639,785	1,469,661	1,412,040	1,700,000	1,700,000	287,960
Use of Money and Property	44,936	59,506	49,000	59,000	59,000	10,000
Charges for Current Services	3,803,572	3,902,628	3,985,000	3,987,500	3,987,500	2,500
Other Revenues	35,009	170,918	650,793	40,141	40,141	(610,652)
Total Revenues	5,523,302	5,602,713	6,096,833	5,786,641	5,786,641	(310,192)
Expenditures						
Salaries & Employee Benefits	1,319,134	1,452,110	1,564,923	1,540,515	1,540,515	(24,408)
Services and Supplies	2,351,146	2,482,821	2,935,913	3,231,965	3,231,965	296,052
Other Charges	1,812,822	1,889,149	600,770	441,613	441,613	(159,157)
Fixed Assets	1,320,844	511,554	2,497,307	1,733,000	1,733,000	(764,307)
Intrafund Transfers	(198,405)	(221,903)	(200,000)	(200,000)	(200,000)	0
Total Expenditures	6,605,541	6,113,731	7,398,913	6,747,093	6,747,093	(651,820)
Net Revenues (Expenditures)	(1,082,239)	(511,018)	(1,302,080)	(960,452)	(960,452)	341,628
Additional Funding Support						
3500 IGS-Motor Pool	304,889	166,177	947,563	469,331	469,331	(478,232)
3540 Roads Heavy Equipment ISF	777,350	344,841	354,517	491,121	491,121	136,604
Total Additional Funding Support	1,082,239	511,018	1,302,080	960,452	960,452	(341,628)
Staffing Positions						
Allocated Positions	17.75	18.75	19.00	19.00	19.00	0.00

Purpose

The goal of Fleet Services is to provide safe, efficient, low cost transportation and construction equipment to all county departments enabling them to provide services to the public superior to those provided by the private sector.

This budget grouping includes three budget units: Motor Pool Operating (350), Motor Pool Reserve (351), and Equipment Maintenance (330).

Proposed Budget

The proposed budget for Fleet Management Services is \$6,747,093, which represents a decrease of \$651,820 or 9 percent from the prior year. While the total number of fleet vehicles has increased, the decrease in expenses is primarily due to replacing fewer vehicles in the Motor Pool.

Funding of \$1,733,000 is proposed for fixed assets; additional detail on equipment is available in the Capital Expenditures table.

Proposed Personnel Allocation

The proposed personnel allocation is 19.0 FTE with no frozen positions. There is no change over the prior year.

Program Discussion

Fleet Services manages the rolling stock of the county: 494 fleet vehicles, 122 pieces of heavy equipment and 96 pieces of support equipment. The fleet serves all county departments and some outside governmental agencies with vehicles and repair and maintenance services.

The California Air Resources Board has mandated the “Diesel Particulate Matter Control Measure for On-Road Diesel-Fueled Fleet Vehicles Owned and Operated by Public Fleets and Utilities.” The county has met this mandate for the fleet. In the future, any new On-Road Diesel-Fueled vehicles will need to continue to meet the requirements of this mandate.

The California Air Resources Board emission regulations for portable equipment, stationary equipment and off-road equipment are in process and will add to future budget concerns, as these requirements are also unfunded. It is estimated that the costs will be \$720,000 in FY 2018-19.

The volatility in the price of fuel continues to be a major budget item that is difficult to accurately estimate. The proposed fuel budget includes \$1,095,150 for the Motor Pool. This is an increase of 47 percent from the prior. This increase is mainly due to the increase in fleet size.

This budget group supports the Board’s Strategic Framework, Core Roles by providing for and maintaining infrastructure, and its priorities of safeguarding public trust through the management of resources to ensure sustainability of services.

3540 330 Equipment Maintenance

Equipment Maintenance is an internal service fund that primarily serves the Road Division. It manages 122 pieces of heavy equipment and 96 pieces of support equipment. Some of the services provided by Equipment Maintenance include a repair facility, fabrication shop, tire shop, parts department and on-site equipment repair.

The proposed budget for Equipment Maintenance in FY 2018-19 is \$2,582,282, a decrease of \$68,890 or 2 percent from the prior year.

Charges for depreciation are proposed to be suspended for FY 2018-19. This has been a reduction in revenues of roughly \$255,000 each year since the FY 2016-17 budget.

The proposed personnel allocation for Equipment Maintenance for FY 2018-19 is 11.00 FTE. There is no change from the prior year.

3500 350 Motor Pool Operating

The Motor Pool fleet currently contains 494 vehicles serving the transportation needs of approximately 40 departments and outside government agencies. The Motor Pool operates a repair facility and a daily rental fleet of 75 cars, trucks, and vans for the use of all county departments. The remainder of the vehicles in the fleet are assigned to specific departments for their exclusive use.

Fleet size is always a concern as the cost of operating and maintaining these vehicles is substantial. Motor Pool fleet size has steadily increased due to approved additions and incorporating vehicles that previously were not included in Fleet Services. There was an increase of 47 vehicles or roughly 10 percent to the fleet size in FY 2017-18. It is anticipated that the public's request for increased public safety services (funded by Measure Z) will continue to increase the fleet size by 10 to 15 vehicles each fiscal year.

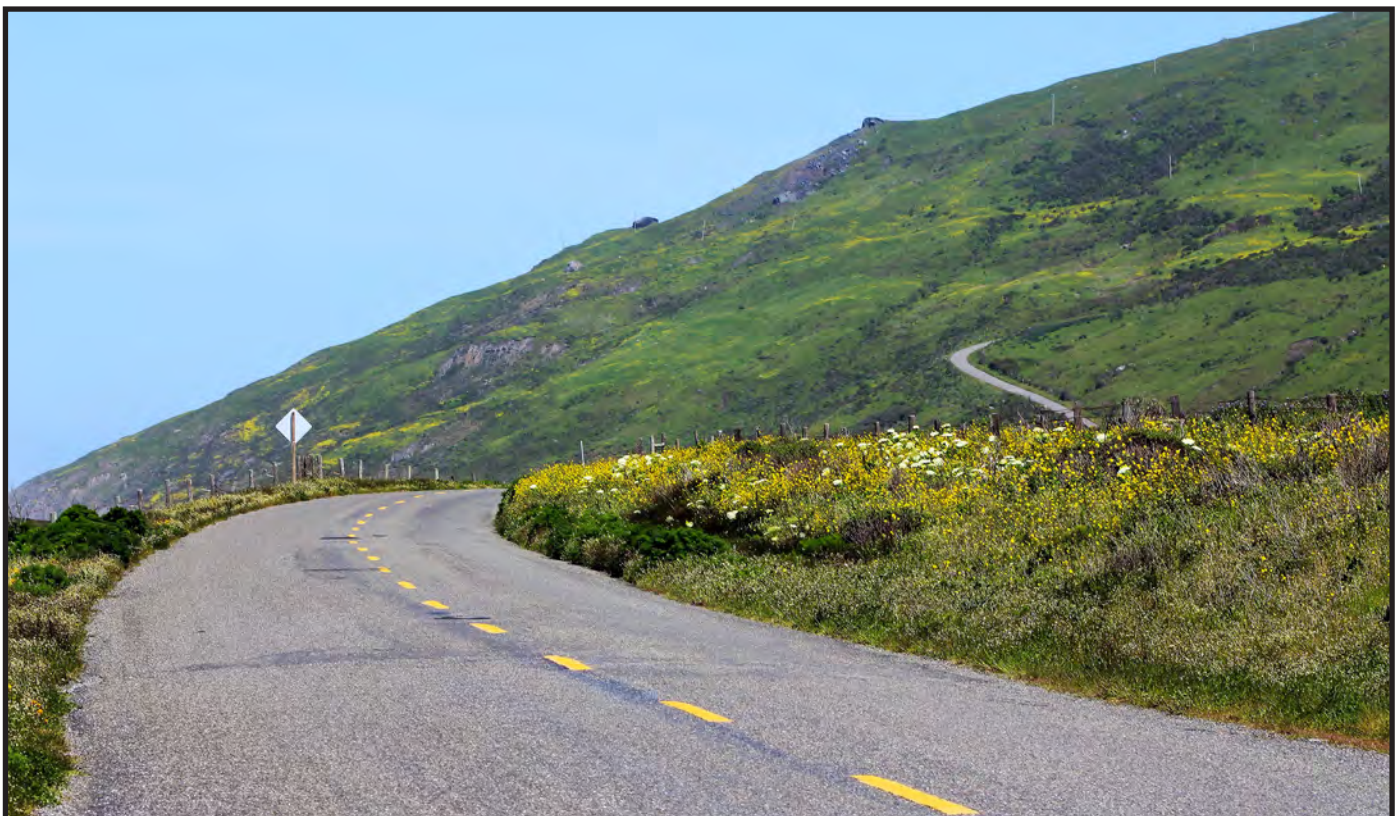
The proposed budget for Motor Pool Operating for FY 2018-19 is \$2,429,380, an increase of \$135,611, or 6 percent from the prior year.

The proposed personnel allocation for FY 2018-19 is 8.0 FTE. There is no change from the prior year.

3500 351 Motor Pool Reserve

This budget unit collects annual depreciation that funds the purchase of new vehicles. By collecting annual depreciation this budget unit assures the sustainability of transportation to provide county services to the public.

The proposed budget for Motor Pool Reserve for FY 2018-19 is \$1,735,431, a decrease of \$718,541 or 29 percent from the prior year. This decrease is primarily due to fewer vehicles that required replacement in FY 2017-18. There are \$1,733,000 in expenditures recommended for fixed assets; additional detail on equipment is available in the Capital Expenditures table.



**Land Use Summary
FY 2018-19 Proposed Budget**

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Licenses and Permits	62,767	60,743	53,750	69,350	69,350	15,600
Charges for Current Services	541,455	586,717	707,900	721,000	721,000	13,100
Other Revenues	8,309	4,631	6,268	3,023	3,023	(3,245)
Total Revenues	612,531	652,091	767,918	793,373	793,373	25,455
Expenditures						
Salaries & Employee Benefits	979,214	941,203	1,244,435	1,281,733	1,281,733	37,298
Services and Supplies	198,876	103,879	161,358	194,171	194,171	32,813
Other Charges	354,922	348,624	493,990	513,892	495,157	1,167
Fixed Assets	0	10,532	0	0	0	0
Intrafund Transfers	(13,616)	(3,853)	(2,000)	(2,000)	(2,000)	0
Total Expenditures	1,519,396	1,400,385	1,897,783	1,987,796	1,969,061	71,278
Net Revenues (Expenditures)	(906,865)	(748,294)	(1,129,865)	(1,194,423)	(1,175,688)	(45,823)
Additional Funding Support						
1100 General Fund	239,546	120,688	149,826	228,620	209,885	60,059
1200 Roads	667,319	627,606	980,039	965,803	965,803	(14,236)
Total Additional Funding Support	906,865	748,294	1,129,865	1,194,423	1,175,688	45,823
Staffing Positions						
Allocated Positions	14.00	14.00	14.00	14.00	14.00	0.00

Purpose

The Land Use Division supports the Road Division by ensuring the protection of county roads; supports the Engineering Division by providing surveying and right of way services; and supports the Aviation Division by managing airport property.

To the extent that budget permits, the division strives to enforce laws and regulations to protect residents; to provide for and maintain infrastructure; to create opportunities for improved safety and health; to encourage new local enterprise and ensuring proper operations of markets; and to support business and workforce development.

The Land Use Division consists of three sections: Development Projects; Real Property & Right of Way; and Survey. The functions of the sections are diverse and very specialized. The division is currently staffed by seven professionals. Licenses held by staff include one Registered Civil Engineer, two Registered Traffic Engineers, and two Licensed Land Surveyors.

This budget group includes three budget units: General Fund Land Use (166), County Surveyor (168), and Roads-Right of Way (322).

Proposed Budget

The proposed budget for Land Use for FY 2018-19 is \$1,969,061, which represents an increase of \$71,278 or 4 percent from the prior year.

Additional Funding Requests

Land Use submitted one additional funding requests totaling \$72,787. The first portion of the request is for \$18,735 for increased insurance cost allocations in FY 2018-19. The second portion of the request is for \$54,052 to unfreeze an Administrative Secretary position. Since 2010, this position has been frozen. The workload of the division justifies the need for unfreezing and funding this position. The utilization of extra help has not been a successful means to filling the vacancy.

Additional funding request of \$54,052 to unfreeze an Administrative Secretary position is recommended at this time.

The remaining portion of the additional funding request is not recommended at this time. Although the request has merit it did not achieve a priority level that allowed it to be funded based on available financial resources.

Proposed Personnel Allocation

The proposed personnel allocation for Land Use for FY 2018-19 is 14.0 FTE with 2.0 FTE that are frozen and unfunded. There is no net change over the prior year, however 1.0 FTE Administrative Secretary position that was previously frozen is now funded.

Program Discussion

The Land Use Division is responsible for review, administration and inspection of improvements required for land use projects. This budget group provides right-of-way and land acquisition services for construction and maintenance projects, manages county-owned property, maintains records, acquires agreements for borrow sites, researches right-of-way records, investigates complaints and assists other divisions as needed. This budget group is also responsible for management and issuance of permits for activities within the public maintained road system, such as encroachment permits for driveways, parades, special events and transportation permits for oversize/overweight vehicles. This budget group provides land surveying services related to various projects and includes the County Surveyor.

This budget group supports the Board's Strategic Framework, Core Roles by providing and maintaining county infrastructure, creating opportunities for improved safety and health.

1100 166 General Fund Land Use

This budget unit evaluates projects referred to the Public Works Department from the Planning and Building Department for impacts to county maintained infrastructure and facilities. These referrals are typically for development projects, such as residential subdivisions, apartment complexes and shopping centers with

roads, drainage and associated improvements.

The purpose of this budget unit is to ensure that subdivision roads, drainage and grading infrastructure are designed and built to meet applicable county policies and codes as well as state and federal requirements; to ensure that improvements to county maintained facilities and infrastructure are constructed to meet applicable county policies and codes as well as state and federal requirements; and that county maintained facilities and infrastructure are not adversely impacted by development.

The proposed budget for Land Use for FY 2018-19 is \$715,414, an increase of \$72,244 or 10 percent from the prior year. This increase is primarily due to the recommendation to unfreeze and fund an Administrative Secretary position. The General Fund contribution is \$192,491, an increase of \$59,389.

The proposed personnel allocation for Land Use for FY 2018-19 is 5.0 FTE. There is no net change from the prior year however 1.0 FTE Administrative Secretary position that was previously frozen is now funded.

1100 168 County Surveyor

This budget unit funds the required county surveyor duties. The county surveyor provides for the review and approval of corner records; legal descriptions; subdivision maps within the unincorporated county; and record of survey maps. These functions are governed by the County Subdivision Ordinance; State Government Code; and the State Business & Professions Code.

The budget unit exists to address the General Fund duties of the County Surveyor (Government Code 27600).

The proposed budget for County Surveyor for FY 2018-19 is \$88,494, an increase of \$670 or 1 percent from the prior year. This budget unit has no positions allocated to it.

1200 322 Roads-Right of Way

The purpose of this budget unit is to provide survey, right-of-way, and property management services that meet state and federal regulations. This unit also insures that activities by non-county entities within the public maintained road system do not negatively impact infrastructure or the public.

The proposed budget for Roads-Right of Way for FY 2018-19 is \$1,165,153, a slight decrease of \$1,636 from the prior year.

The proposed personnel allocation for Roads-Right of Way for FY 2018-19 is 9.0 FTE with 2.0 FTE that are frozen and unfunded. There is no change from the prior year.

1720 - North Coast Resource Partnership Fund
FY 2018-19 Proposed Budget

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Use of Money and Property	0	1,575	0	0	0	0
Other Governmental Agencies	4,163,780	7,179,003	14,522,240	11,221,689	11,221,689	(3,300,551)
Charges for Current Services	15,268	20,077	10,000	15,000	15,000	5,000
Other Revenues	0	9	0	650	650	650
Total Revenues	4,179,048	7,200,664	14,532,240	11,237,339	11,237,339	(3,294,901)
Expenditures						
Salaries & Employee Benefits	334,152	378,294	397,127	417,606	412,435	15,308
Services and Supplies	255,847	611,437	59,358	67,446	52,617	(6,741)
Other Charges	3,302,237	6,231,554	14,095,755	10,771,637	10,771,637	(3,324,118)
Intrafund Transfers	(10,629)	(12,644)	(20,000)	0	0	20,000
Total Expenditures	3,881,607	7,208,641	14,532,240	11,256,689	11,236,689	(3,295,551)
Net Revenues (Expenditures)	297,441	(7,977)	0	(19,350)	650	650
Additional Funding Support						
1100 General Fund	(297,441)	0	0	0	0	0
1720 Northcoast Resource Partnership	0	7,977	0	19,350	(650)	(650)
Total Additional Funding Support	(297,441)	7,977	0	19,350	(650)	(650)
Staffing Positions						
Allocated Positions	4.00	4.00	4.00	4.00	4.00	0.00

Purpose

The purpose of the Natural Resources Planning Division is to implement programs for integrated water resource management and natural hazard mitigation.

Humboldt County provides a leading role in the North Coast Resource Partnership which was initiated in 2004 in collaboration with the counties of Sonoma, Modoc, Mendocino, Trinity, Del Norte and Siskiyou. Humboldt County serves as the regional administrating agency and manages the grants issued to the partnership by state agencies with funding from Proposition 50, Proposition 84, Proposition 1 and other sources. In addition, the Natural Resources Planning Division provides support to the Humboldt County Fire Safe Council and implements programs to benefit fire safety and hazard mitigation.

Proposed Budget

The proposed budget for Natural Resources for FY 2018-19 is \$11,236,689, which represents a \$3,295,551 or 23 percent decrease from the prior year. This change is primarily due to the result of the large number of projects that are expected to be completed in FY 2017-18.

This budget unit consists of multiple, multi-year grants that are used to convey funding to sub grantees to implement projects. Professional services necessary for the disadvantaged communities outreach and involvement program grant will now be in a separate line in Other Charges reducing the amount in the Services and Supplies category.

Additional Funding Requests

Public Works submitted one additional funding request totaling \$20,000 to cover expenses and administrative costs that cannot be reimbursed from grant sources. A one-time expenditure will support securing outside

funding, but an annual allocation will address the structural challenges inherent with the time required to research, plan and apply for grants of which that initial time is non-reimbursable.

This additional funding request is not recommended at this time. Although the request has merit it did not achieve a priority level that allowed it to be funded based on available financial resources.

Proposed Personnel Allocation

The proposed personnel allocation for Natural Resources for FY 2017-18 is 4.0 FTE, there is no change from the prior year.

Program Discussion

The Natural Resources Planning Division administers state grants awarded to the seven-county North Coast Resource Partnership. The North Coast Resource Partnership coordinates planning and implementation of projects related to water supply and water quality, energy conservation and independence, and healthy watersheds and communities. The Natural Resources Planning Division administers the multi-year grants with the state funding agencies and administers sub-grantee agreements with the cities, districts, tribes, and non-profit organizations who directly implement the projects. In addition, staff lead various planning efforts with support from qualified consultants.

In FY 2018-19, the work supporting multiple Proposition 84 grants will continue. The Budget includes a total of four Proposition 84 implementation project grants which are supporting over 60 infrastructure and restoration projects within the seven-county North Coast Resource Partnership service area. In addition, the Division will continue to work on the maintenance and implementation of the North Coast Integrated Regional Water Management Plan with support from a Proposition 1 planning grant. This grant funds the Outreach and Involvement: Tribal Engagement & Economic Opportunity for Disadvantaged Communities Program. The program provides planning and technical assistance for tribes and economically disadvantaged communities to be involved with the North Coast Resource Partnership and associated funding opportunities.

The Board periodically authorizes county-wide planning efforts and implementation programs to address mitigation of natural hazards in collaboration with other public agencies and private sector participants. The Board appoints members to the Humboldt County Fire Safe Council to provide guidance for wildfire mitigation programs. The Natural Resources Planning Division provides staffing to administer and manage grant opportunities, lead the development of plans and plan updates, and support the activities of the Fire Safe Council and Firewise Communities. Funding for hazard mitigation programs has come from Title III of the Secure Rural Schools and Self Determination Act of 2000, the State Responsibility Area Fire Prevention Fund Grant Program, and the United States Department of Agriculture.

This budget unit supports the Board of Supervisors' Strategic Framework, Priorities for New Initiatives by providing for and advancing local interests in natural resource discussions, building inter-jurisdictional and regional cooperation, and seeking outside funding to benefit Humboldt County needs. The work of this Division also supports the Board's Strategic Framework by advancing three (3) of the County's core roles: Provide for and maintain infrastructure, create opportunities for improved safety and health, and protect vulnerable populations.

**Parks and Trails Summary
FY 2018-19 Proposed Budget**

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Licenses and Permits	411	2,943	2,500	1,400	1,400	(1,100)
Use of Money and Property	3,711	5,539	3,500	3,500	3,500	0
Other Governmental Agencies	107,215	209,411	2,096,988	977,833	977,833	(1,119,155)
Charges for Current Services	466,932	491,086	487,000	485,000	485,000	(2,000)
Other Revenues	110,947	109,841	391,945	265,499	265,499	(126,446)
Total Revenues	689,216	818,820	2,981,933	1,733,232	1,733,232	(1,248,701)
Expenditures						
Salaries & Employee Benefits	460,878	450,396	511,448	521,260	521,260	9,812
Services and Supplies	359,664	316,873	350,643	451,853	451,853	101,210
Other Charges	158,185	165,204	169,173	133,143	133,143	(36,030)
Fixed Assets	67,869	275,747	2,255,258	1,000,000	1,000,000	(1,255,258)
Total Expenditures	1,046,596	1,208,220	3,286,522	2,106,256	2,106,256	(1,180,266)
Net Revenues (Expenditures)	(357,380)	(389,400)	(304,589)	(373,024)	(373,024)	(68,435)
Additional Funding Support						
1100 General Fund	273,547	294,488	304,589	373,024	373,024	68,435
1150 General E-Transportation Serv	0	0	0	0	0	0
1710 Forest Resources and Recreatio	83,833	94,912	0	0	0	0
Total Additional Funding Support	357,380	389,400	304,589	373,024	373,024	68,435
Staffing Positions						
Allocated Positions	6.00	6.00	6.00	6.00	6.00	0.00

Purpose

The Parks and Trails budget grouping provides for operation, maintenance, management and project development for the County Park and trail system. County Parks and Trails comprise 16 park sites, five miles of paved bike path (the Hammond Coastal Trail) and the 1,000-acre McKay Community Forest. Public Works is leading the development of a 4.2-mile segment of the Humboldt Bay Trail and takes a leadership role in other regional trails.

The mission of the Parks Division is to provide high-quality outdoor recreational experiences in a safe environment and implement responsible, science-based land stewardship. The Parks Division focuses on maintaining clean, safe, and accessible facilities and protecting the parks and park resources from incompatible uses.

This budget grouping contains three separate budget units: Parks & Recreation (713), Bicycles & Trailways (715) and McKay Community Forest (716). The baseline budget for Parks & Recreation is funded primarily through fee revenue (camping and day-use fees) and the county General Fund. Four parks have day-use fees and five parks have campgrounds with associated fees. Fees were increased in 2016 to improve budget stability. Historically the baseline budget for Bicycles & Trailways has been funded through the Transportation Development Act (TDA); however in FY 2018-19 TDA funds are again fully utilized for transit needs and therefore not available for this budget unit. Bicycles & Trailways has approximately two years of carry-over funding to fund trail maintenance.

Proposed Budget

The proposed budget for Parks and Trails for FY 2018-19 is \$2,106,256, a decrease of \$1,180,266 or 36 percent from the prior year. This reduction is primarily due to completion of the design and environmental study phases of the Humboldt Bay Trail. Projected fee revenue for Parks of \$435,000 was unchanged from the prior year. The proposed General Fund contribution for Parks is \$373,024, an increase of \$68,435 from the prior year. Funding of \$1,000,000 is proposed for fixed assets; additional detail on these projects is available in the Capital Expenditures table

Additional Funding Requests

Parks and Trails submitted one additional funding request for FY 2018-19 totaling \$15,000 for deferred maintenance needs at the Parks maintenance shop. Occupational hazards, such as asbestos and mold, are present in the shop. In addition to abatement, repairs are needed to remove the chimney, repair the roof and adjoining wall.

This additional funding request is recommended at this time.

Proposed Personnel Allocation

The proposed personnel allocation for Parks & Trails for FY 2018-19 is 6.0 FTE with no frozen positions. There is no change over the prior year.

Program Discussion

1100 713 Parks & Recreation

County parks provide opportunities for a wide variety of recreational activities including camping, picnicking, swimming, fishing, boating, beachcombing, clamming, hiking, bicycling and wildlife viewing. The county park system includes five campgrounds and five boat ramps.

Park units are located at Big Lagoon, Centerville, Clam Beach, Eel River (Crab Park, Margarite Lockwood Park, and Pedrazzini Boat Ramp), Fairhaven (Fairhaven "T" and Power Pole Access Points), Jimmy Smith Fields Landing Boat Launching Facility, Freshwater, Mad River, Moonstone Beach, Petrolia (A.W. Way Park), Samoa, Table Bluff and the Van Duzen River (Swimmers Delight and Pamplin Grove). The county park system is open year-round, and sees a substantial increase in usage between April and September.

The Parks Division is responsible for the ongoing operation and maintenance of the county park system. Parks staff administers fee collection at the campground and day-use areas and monitors for appropriate use. Maintenance duties include facility cleaning and repair, waste and wastewater services, stocking supplies, vegetation management, tree trimming, grounds keeping, and vandalism abatement. Facilities include buildings, campgrounds, parking areas, fences, boat ramps, play structures, utilities, picnic tables, signs, and a seasonal dam and fish ladder.

Parks staff interacts regularly with the public by providing information on park facilities and regulations,

collecting fees, responding to ordinance infractions and other incidents, issuing tickets for vehicle-related infractions, and coordinating with law enforcement and other agencies. The Parks Division issues permits and administers special events held at park facilities (such as the Trinidad/Clam Beach Run, Roll on the Mattole, weddings, and commercial filming), and coordinates with federal and state agencies and local groups on resource management issues.

The Parks Division focuses on maintaining a minimum level of service at all units within the county park system. Due to staffing and budget constraints, the ability to implement facility enhancement projects, restoration activities, expansion and preventative maintenance is limited. Facility maintenance and equipment replacement continue to be deferred. The cost of Workers Compensation Insurance, associated with a claim in 2013, continues to be a significant challenge of presenting a balanced budget for Parks that allows for adequately maintained facilities and an acceptable level of service. Increased insurance costs are expected for the next two to three years.

The proposed budget for Parks & Trails for FY 2018-19 is \$908,723, an increase of \$34,634 or 4 percent from the prior year.

The proposed personnel allocation for Parks and Recreation for FY 2018-19 is 6.0 FTE, there is no change from the prior year.

1710 715 Bicycles & Trailways

This budget unit funds work on the five-mile Hammond Trail in McKinleyville and proposed new county trails. Project development work for the Bay Trail South portion of the Humboldt Bay Trail, Manila Highway 255 Shared Use Path Project, proposed Annie & Mary Trail between Arcata and Blue Lake and replacement of the Hammond Bridge are included in this budget unit.

The proposed budget for Bicycles & Trailways for FY 2018-19 is \$1,060,670, a decrease of \$949,870 or 47 percent from the prior year. This decrease reflects the partial completion of the design and permitting of the Humboldt Bay Trail. A request for \$975,000 is proposed for fixed assets; additional details are available in the Capital Expenditures table. This budget unit has no positions allocated to it.

1710 716 McKay Community Forest

In 2014, Humboldt County received grant funding to acquire 1,000 acres of forestland southeast of Eureka to establish a community forest. The community forest will be managed for multiple purposes including public access and recreation, timber harvest, and watershed and resource conservation. After infrastructure needs are addressed over the next 20 to 30 years, the community forest is expected to provide a long-term surplus revenue. The community forest is not currently open to the public because appropriate access points and trails have not been developed. In FY 2017-18, a new parking area on Northridge Road was constructed and the McKay Community Forest Trail Plan was completed.

This budget unit funds development and management of the McKay Community Forest.

The proposed budget for the McKay Community Forest for FY 2018-19 is \$136,863, a decrease of \$265,030

or 66 percent from the prior fiscal year. This change is primarily due to completion of the Northridge parking area. The long-term financing plan for the McKay Community Forest is to use revenues from timber harvests to cover operating costs. Revenues will not cover expenditures for approximately the first 20 to 30 years of operation (due to the need for reinvestment in infrastructure), resulting in the need to borrow funds to cover initial costs. This budget unit also includes a \$105,030 loan from the General Fund, \$97,948 which has been allocated in FY 2018-19 with \$7,082 carrying forward from FY 2017-18. This budget unit has no positions allocated to it. Funding of \$25,000 is proposed for fixed assets; additional detail on projects is available in the Capital Expenditures table.

This budget group supports the Board’s Strategic Framework, Priorities for New Initiatives by providing for and advancing local interests in natural resource discussions and providing community-appropriate levels of service.



1200 - Roads Fund
FY 2018-19 Proposed Budget

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Taxes	2,793,108	2,914,244	2,810,200	2,810,200	2,810,200	0
Use of Money and Property	34,131	34,375	5,000	5,000	5,000	0
Other Governmental Agencies	12,849,091	9,044,260	20,728,928	24,563,504	24,563,504	3,834,576
Charges for Current Services	1,523,389	1,529,537	574,000	554,000	554,000	(20,000)
Other Revenues	112,490	69,548	73,814	1,005,030	1,005,030	931,216
Total Revenues	17,312,209	13,591,964	24,191,942	28,937,734	28,937,734	4,745,792
Expenditures						
Capital Contracts	5,626,928	2,557,659	9,561,975	3,240,000	3,240,000	(6,321,975)
Salaries & Employee Benefits	6,921,623	6,986,889	7,686,933	7,693,112	7,693,112	6,179
Services and Supplies	5,071,382	6,275,696	7,922,933	16,836,918	16,836,918	8,913,985
Other Charges	1,052,673	546,855	506,434	595,294	595,294	88,860
Fixed Assets	57,043	54,196	36,700	67,000	67,000	30,300
Total Expenditures	18,729,649	16,421,295	25,714,975	28,432,324	28,432,324	2,717,349
Net Revenues (Expenditures)	(1,417,440)	(2,829,331)	(1,523,033)	505,410	505,410	2,028,443
Additional Funding Support						
1200 Roads	1,417,440	2,829,331	1,523,033	(505,410)	(505,410)	(2,028,443)
Total Additional Funding Support	1,417,440	2,829,331	1,523,033	(505,410)	(505,410)	(2,028,443)
Staffing Positions						
Allocated Positions	119.00	110.00	112.00	111.00	111.00	-1.00

Purpose

This budget grouping provides for the construction, maintenance, and administration of county roads. Functions related to the Director of Public Works are mandated by Government Code Section 24000. The construction and maintenance of county roads falls under the authority of the State of California Streets and Highways Code and Vehicle Code, the United States Surface Transportation Act (enforced by the Federal Highways Administration), and policies established by state and federal action to protect the health and safety of the motorist (liability standard). Numerous state and federal environmental laws require Public Works to prepare various environmental documents and obtain permits for a variety of projects that concern county roads.

This budget grouping includes four operating budgets that fund staff and programs: Roads Business (320), Roads Engineering (321), Roads Maintenance (325) and Roads Natural Resources (331). Additionally there are two budget units that are primarily "holding accounts" for general Road Fund purposes: Roads General Purpose Revenue (888), which collects general purpose revenues for the Roads Fund, and Roads Contingency (990), which contains appropriated but unspecified contingency funds.

Proposed Budget

The total proposed budget is \$28,432,324, which represents an increase of \$2,717,349 or 11 percent from the prior year. The increase is partially due to expected funding from Senate Bill 1, grant-funded bridge approvals and increased spending for projects associated the county's Americans with Disabilities Act (ADA) consent decree with the Department of Justice. Funds for project construction have been increased in FY 2018-

19. Projects are budgeted in services and supplies and then moved to capital projects when construction contracts are awarded. Funding of \$67,000 is proposed for fixed assets for a toolbox, trucks and engineering equipment; additional details on the projects and equipment are available in the Capital Expenditures table.

The Financial Forecast indicates that revenues will not keep up with operational expenses over the next five years for the Roads Fund. Based on current spending trends the Roads Fund will continue to have insufficient fund balances to maintain current expenditure levels at the end of FY 2018-19. This deficit can be attributed to the 2017 emergency storm damage repairs that remain unfunded at the state and federal levels. In an effort to reduce operational expenses, the Public Works Department is proposing that additional positions remain unfilled in FY 2018-19 when vacated unless the position is absolutely essential to the operation of the division.

If no additional revenues are generated for Roads-General Purpose, the financial forecast indicates that in FY 2018-19 the Roads Fund will possibly end with an estimated negative fund balance of \$5.5 million.

Proposed Personnel Allocation

The proposed personnel allocation for Roads for FY 2018-19 is 111.0 FTE with 26.0 FTE positions that are frozen and unfunded. This is a decrease of 1.0 FTE over the prior year. Position changes are detailed in the budget unit sections and in the position allocation table

Program Discussion

The Roads budget group funds the following services for the Public Works Department: engineering for roads; road construction and maintenance; environmental oversight and planning of projects; departmental administration and revenue collection; and management.

This budget group supports the Board's Strategic Framework, Priorities for New Initiatives by providing for and maintaining infrastructure.

1200 320 Roads Business

The Business Division provides administrative, accounting and clerical support for the Public Works Department. This includes tracking project costs, processing billings for reimbursement, managing the department's cost accounting system, entering timecards for cost tracking, taking public requests through Roads dispatch, processing vendor invoices for payment, calculating equipment rates and indirect cost rates. The division handles all solid waste agreements covering the unincorporated areas of the county. Business staff submits the annual Transportation Development Act claim to the Humboldt County Association of Governments for allocation of funds to transit operators as well as manages transit service agreements. The division also handles all federal and state audit reviews for the Public Works Department. Reimbursement for services from divisions not in the Roads Fund are included in revenues under charges for current services.

The proposed budget for Roads Business for FY 2018-19 is \$1,216,223, a decrease of \$27,477 or 2 percent from the prior year.

The proposed personnel allocation is 10.0 FTE, there is no change from the prior year.

1200 321 Roads Engineering

The Engineering Division designs roads, bridges, parks and airport facilities, and oversees design work done by consulting engineers. Work performed by this unit that is not related to county-maintained roads is funded by outside revenue (e.g., airports and parks). The division is also responsible for inspecting projects during construction to assure compliance with the design plans and specifications and good engineering practices.

The proposed budget for Roads Engineering for FY 2018-19 is \$16,022,997, an increase of \$2,765,036 or 21 percent from the prior year. This increase is due to more culvert, road and bridge construction as well as SB1 projects.

A proposed \$1,000,000 in funding will be allocated to the Americans with Disabilities Act (ADA) Curb Ramp Project. There are approximately 776 locations constructed and/or altered since January 26, 1992 that are not compliant with ADA specifications equating to approximately 1,500 curb ramps. The consent decree specifies that these locations must be made compliant by September 7, 2019. It is anticipated that 758 curb ramps will be in varying stages of construction by June 30, 2019 and the construction of the remaining curb ramps will be complete by September 7, 2019.

Funding of \$20,000 is proposed for fixed assets for equipment; additional detail on the projects and equipment is available in the Capital Expenditures table.

The proposed personnel allocation for Roads Engineering for FY 2018-19 is 13.0 FTE, with 1.0 FTE frozen and unfunded position. There is no change from the prior year.

1200 325 Roads Maintenance

The Road Maintenance Division performs routine maintenance for all county roads and bridges. The division also provides disaster response during storms and other emergency events and provides dispatch services for the Public Works Department. This provides safe roads for the citizens of Humboldt County.

Reduction in general purpose Road Fund revenues continues to be the trend into the future.

The proposed budget is \$10,496,658, an increase of \$67,586 or less than 1 percent from the prior year. Fixed Asset are set for essential equipment at \$31,000 for a new truck and striper toolbox; additional detail on the projects and equipment is available in the Capital Expenditures table.

The proposed personnel allocation is 85.0 FTE with 23.0 FTE positions that are frozen and unfunded. There is a net decrease of 1.0 FTE from the prior year.

Additions:

- 1.0 FTE Road Maintenance Supervisor

Deletions:

- 1.0 FTE Road Superintendent
- 1.0 FTE Deputy Public Works Director

1200 331 Roads Natural Resources

The Natural Resources Division performs environmental analysis and permitting for Public Works projects and operations. The division manages environmental regulatory compliance and coordinates with Public Works management and staff on environmental practices and resource management.

The proposed budget for Roads Natural Resources for FY 2018-19 is \$696,446, a decrease of \$87,796 or 11 percent from the prior year. This change is primarily due to a decrease in professional services. Funding of \$16,000 is proposed for fixed assets; additional detail is available in the Capital Expenditures table.

The proposed personnel allocation is 3.0 FTE, there is no change from the prior year.

1200 888 Roads General Purpose Revenues

Roads General Purpose Revenues function is to collect Roads Fund revenue. Funding comes from a variety of sources, including property taxes, state highway users tax, vehicle license fees, and other state and federal funding. Expenditures are made through the various Roads Fund budget units.

The proposed budget for General Purpose Revenue for FY 2018-19 is \$12,724,529, an increase of \$1,647,167 or 15 percent from the prior year. This is largely due to an increase in the projected state highway users tax or gas tax revenues, which are expected to reach \$5,503,352 in FY 2018-19 as provided by the League of California Cities/California Society of Municipal Finance Officers.

On April 28, 2017 the Governor signed SB 1, the Road Repair and Accountability Act of 2017. While initial projections for FY 2017-18 revenues were nearly \$2 million, actual revenues fell far short, with the county only receiving just over \$900,000. Revenue estimates for SB1 for FY 2018-19 are \$2.3 million.

1200 990 Roads Contingency

This budget unit serves as an additional appropriation from which funds can be transferred to operating units for needs not anticipated at the time of budget adoption.

The proposed budget includes no contingencies which has remained constant since FY 2017-18. The proposed budget results in an estimated \$291,772 in the Roads Fund at the end of FY 2018-19.

1100 -- General Fund
FY 2018-19 Proposed Budget

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Taxes	471,758	418,489	496,164	700,000	700,000	203,836
Charges for Current Services	220,066	213,346	250,000	250,000	250,000	0
Other Revenues	0	0	0	759,178	759,178	759,178
Total Revenues	691,824	631,835	746,164	1,709,178	1,709,178	963,014
Expenditures						
Services and Supplies	540,136	490,994	542,350	531,350	531,350	(11,000)
Other Charges	134,263	116,045	152,314	146,328	146,328	(5,986)
Fixed Assets	17,425	24,796	51,500	1,031,500	1,031,500	980,000
Total Expenditures	691,824	631,835	746,164	1,709,178	1,709,178	963,014
Net Revenues (Expenditures)	0	0	0	0	0	0
Additional Funding Support						
100 General Fund	0	0	0	0	0	0
Total Additional Funding Support	0	0	0	0	0	0
Staffing Positions						
Total Staffing	0.00	0.00	0.00	0.00	0.00	0.00

Purpose

California State law requires counties to provide for solid waste services as part of an integrated waste management plan which includes waste reduction and recycling as well as safe disposal of non-recyclable waste.

Contracting for waste collection through exclusive franchise agreement is authorized by the California Public Resources Code § 49200-49205.

State law also requires the county to continue monitoring its closed landfills, and to ensure the existence of a minimum of fifteen years of remaining capacity for waste disposal.

Proposed Budget

The proposed Solid Waste budget for FY 2018-19 is \$1,709,178, an increase of \$963,014 or 129 percent, from the prior year. This increase is primarily due to the building modification project at the Redway Transfer Station that was deferred as a result of diverting staff resources for storm damage incurred in FY 2016-17. A request of \$1,031,500 is proposed for fixed assets; additional details are available in the Capital Expenditures table. This budget unit has no positions allocated to it.

Program Discussion

Revenues for this division are generated through solid waste franchise fees and fees collected by the Humboldt Waste Management Authority and passed through to the county.

The Solid Waste budget unit provides funding for administration of franchise contracts and container site

contracts with private companies to perform solid waste and recycling collection services in the unincorporated areas of the county.

Any revenues in excess of expenses are transferred to a trust fund to support future repairs and maintenance to the access road and bridge to the Redway Transfer Station along with maintenance at the as required by the 20-year Ground Lease Agreement with the State of California which terminates on March 31, 2030.

Solid Waste provides for continued maintenance, testing and management of the closed Table Bluff Landfill located near Loleta. The site was used for waste disposal starting in the 1930s and was formally closed in 1979, but is subject to operation and maintenance requirements in perpetuity. The site is equipped with a leachate collection and treatment system, and is regulated by state agencies and the County Environmental Health Division. There was one unauthorized discharge in FY 2016-17. This budget includes normal operation and maintenance and technical studies and preliminary design necessary for a final grading plan as required by the Regional Water Quality Control Board and Environmental Health.

This budget unit supports the Board’s Strategic Framework, Priorities for New Initiatives by providing for and maintaining infrastructure, providing community-appropriate levels of services and creating opportunities for improved safety and health.



1150 -- Transportation Services
FY 2018-19 Proposed Budget

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Taxes	1,937,589	2,352,461	2,730,419	3,288,930	3,288,930	558,511
Use of Money and Property	1,520	879	20	10	10	(10)
Other Governmental Agencies	0	78,722	0	0	0	0
Total Revenues	1,939,109	2,432,062	2,730,439	3,288,940	3,288,940	558,501
Expenditures						
Other Charges	1,937,589	2,431,183	2,502,132	2,631,761	2,631,761	129,629
Total Expenditures	1,937,589	2,431,183	2,502,132	2,631,761	2,631,761	129,629
Net Revenues (Expenditures)	1,520	879	228,307	657,179	657,179	428,872
Additional Funding Support						
1150 General E-Transportation Services	(1,520)	(879)	228,307	(657,179)	(657,179)	(885,486)
Total Additional Funding Support	(1,520)	(879)	228,307	(657,179)	(657,179)	(885,486)
Staffing Positions						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

Purpose

The Transportation Services budget was established to reflect the distribution of the county’s share of Transportation Development Act (TDA) funds. These funds are derived from sales tax on retail sales collected statewide. One-quarter cent of this revenue is returned to the county by the state based on the amount of tax collected. The funds are then distributed to the local cities and the county based on population. Program distribution is subject to the approval of the local planning agency, the Humboldt County Association of Governments (HCAOG).

The legislative reference for the Transportation Services program is contained in the Government Code, commencing with Section 29530, and the Public Utilities Code, commencing with Section 99200. Section 99222 states that the legislative intent for use of the funds is “that the funds available for transit development be fully expended to meet the transit needs that exist in California.”

In addition, on August 26, 1985, the Board of Supervisors established a policy that the annual local non-grant requirements for the bicycle and trailways program for operations, maintenance and administration expense shall be included in the county’s TDA program.

The following transit systems receive TDA funding: Adult Day Health Care – Mad River, Eureka Transit System, Humboldt Transit Authority (HTA), Humboldt Senior Resource Center, and K-T Net.

Proposed Budget

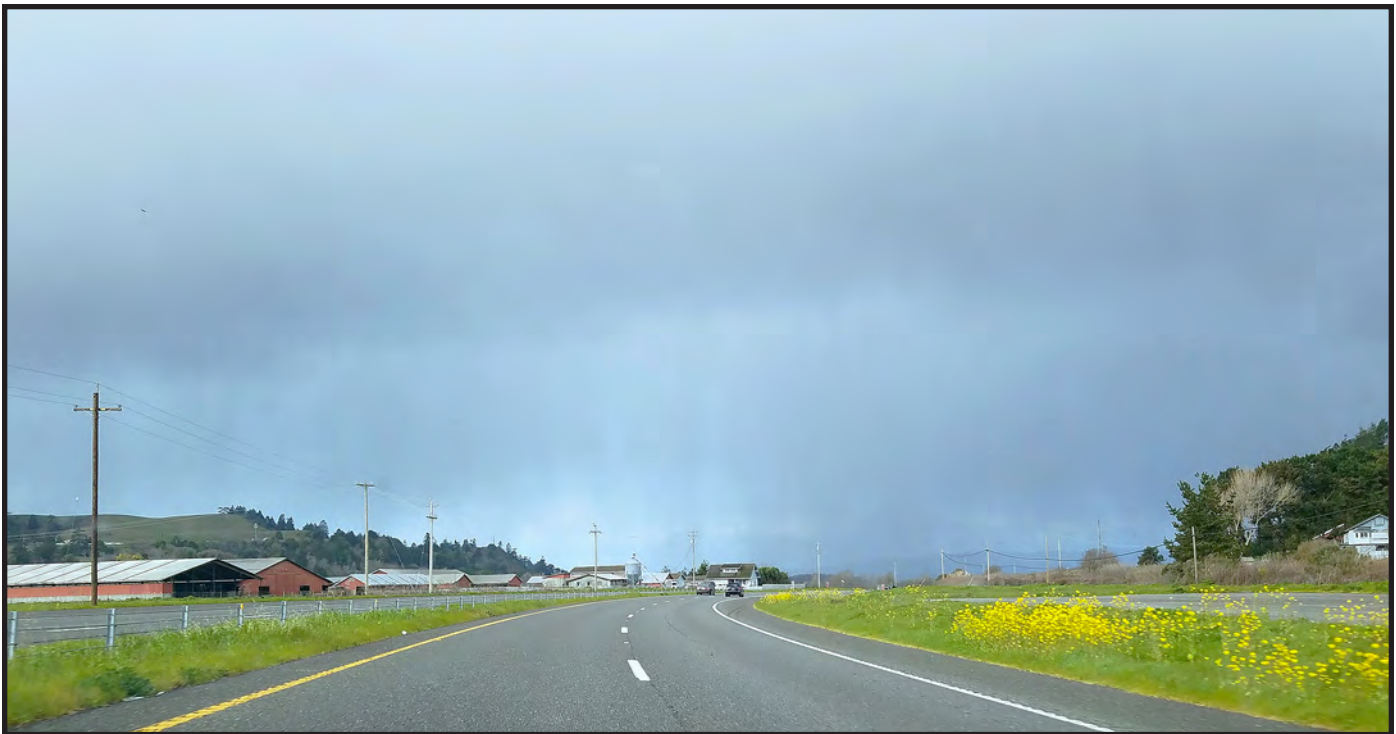
The proposed Transportation Services budget is \$2,631,761 an increase of \$129,629, or 5 percent from the prior year. The increase is due largely to an increase of \$45,414 to Humboldt Transit Authority, \$35,000 to Old Arcata Road and \$30,604 to New Southern Humboldt Service and \$21,262 to Eureka Transit & Dial-a-Ride.

Program Discussion

This budget provides funding to transit service operators and for pedestrian and bicycle facilities within the unincorporated areas of the county. The Bicycle and Trailways Program and Roads are not expected to receive any TDA funding again this year or until the remaining HCAOG-identified unmet transit need for Old Arcata Road transit system is fulfilled.

The Tish Non Village transit system started operations in July 2015 through Humboldt Transit Authority (HTA).

This budget unit supports the Board’s Strategic Framework, Priorities for New Initiatives by providing community-appropriate levels of service and managing resources to ensure sustainability of services.



**1100 - General Fund
FY 2018-19 Proposed Budget**

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Other Governmental Agencies	41,263	283,818	135,000	35,750	35,750	(99,250)
Charges for Current Services	83,647	71,401	41,500	61,500	61,500	20,000
Other Revenues	0	1,029	3,000	500	500	(2,500)
Total Revenues	124,910	356,248	179,500	97,750	97,750	(81,750)
Expenditures						
Salaries & Employee Benefits	175,645	186,815	190,961	188,314	188,314	(2,647)
Services and Supplies	103,944	48,876	138,906	229,929	229,929	91,023
Other Charges	230,675	394,081	194,220	51,256	51,256	(142,964)
Intrafund Transfers	(13,828)	(17,880)	(10,000)	(15,000)	(15,000)	(5,000)
Total Expenditures	496,436	611,892	514,087	454,499	454,499	(59,588)
Net Revenues (Expenditures)	(371,526)	(255,644)	(334,587)	(356,749)	(356,749)	(22,162)
Additional Funding Support						
1100 General Fund	371,526	255,644	334,587	356,749	356,749	22,162
Total Additional Funding Support	371,526	255,644	334,587	356,749	356,749	22,162
Staffing Positions						
Allocated Positions	2.00	2.00	2.00	2.00	2.00	0.00

Purpose

The purpose of the Water Management Division is to manage the county’s three levee systems, implement state-mandated stormwater pollution prevention programs, and lead or provide technical assistance for various projects involving water resources. Levee system management and stormwater programs are continual responsibilities, while other projects are developed based on available funding, needs and opportunities. Funding for Water Management comes from the county’s General Fund and federal and state grants.

Proposed Budget

The proposed budget for Water Management for FY 2018-19 is \$454,499, a decrease of \$59,588 or 13 percent from the prior year. This decrease is primarily due to the termination of the Elk River Watershed Stewardship Program. The proposed General Fund contribution is \$356,749, a decrease of \$22,162 from the prior year. This decrease is due to supplemental funding provided in the prior year to protect the county’s water interests.

Additional Funding Requests

Water Management submitted one additional funding request totaling \$60,750 to continue retaining an outside water law attorney to assist with Trinity River water issues, and to retain a consultant to assist in representing the county’s interests in major developments occurring on the Klamath, Trinity, and Eel Rivers. The additional funding would provide a match for a federal grant. The requested allocation would enable Water Management to continue to negotiate with the Bureau of Reclamation and key stakeholders on the utilization of the county’s contract for Trinity River water, and to be actively involved with the Klamath River dam removal and the Potter Valley Project.

The additional funding request is recommended at this time.

Proposed Personnel Allocation

The proposed personnel allocation for Water Management for FY 2018-19 is 2.0 FTE, there is no change from the prior year.

Program Discussion

The Water Management Division oversees operation and maintenance of levee systems in Orick (Redwood Creek), Fortuna (Sandy Prairie), and Blue Lake (Mad River), all of which were accepted by the county after being constructed by the U.S. Army Corps of Engineers in the 1950s and 1960s. The county is responsible for implementing long-term, ongoing maintenance programs at the three levee systems for public safety and protection of infrastructure.

The division interfaces with the Federal Emergency Management Agency, U.S. Army Corps of Engineers, and California Department of Water Resources (DWR) on levee and flooding issues and implements studies or projects based on available funding.

The division implements the state-mandated municipal stormwater permit for McKinleyville, the unincorporated area around Eureka and Shelter Cove. The division has a leadership role in the North Coast Stormwater Coalition and the regional Low-Impact Development Stormwater Manual.

The division organized the Eel River Valley Groundwater Basin Working Group in response to the 2014 state groundwater legislation. A Groundwater Sustainability Plan Alternative for the Eel River Valley groundwater basin was submitted to DWR in December 2016 (approval of the plan is pending). Monitoring and reporting, regulatory negotiations, and stakeholder engagement will continue in FY 2018-19.

The Water Management Division represents the county and provides technical support to the Board on water resource issues involving the Klamath River, Trinity River, Humboldt Bay, and other water bodies. Key issues include removal of the Klamath River dams; utilization of the County's water right for not less than 50,000 acre-feet of water annually from Trinity Reservoir; supporting the Salt River Ecosystem Restoration Project; re-licensing and potential ownership change of the Potter Valley Project on the Eel River; and involvement in sea level rise adaptation around Humboldt Bay.

This budget unit supports the Board's Strategic Framework, Priorities for New Initiatives by providing for and maintaining infrastructure, creating opportunities for improved safety and health, and protecting vulnerable populations.

1100 - General Fund
FY 2018-19 Proposed Budget

	2015-16 Actual	2016-17 Actual	2017-18 Adjusted	2018-19 Requested	2018-19 Proposed	Increase (Decrease)
Revenues						
Other Revenues	0	0	101,686	0	0	(101,686)
Total Revenues	0	0	101,686	0	0	(101,686)
Expenditures						
Salaries & Employee Benefits	6,963	77,283	154,700	195,865	195,865	41,165
Services and Supplies	1,146,547	2,212,486	1,963,902	2,797,751	644,996	(1,318,906)
Other Charges	429,017	584,687	155,129	570,384	41,384	(113,745)
Fixed Assets	0	0	61,280	0	0	(61,280)
Total Expenditures	1,582,527	2,874,456	2,335,011	3,564,000	882,245	(1,452,766)
Net Revenues (Expenditures)	(1,582,527)	(2,874,456)	(2,233,325)	(3,564,000)	(882,245)	1,351,080
Additional Funding Support						
1100 General Fund	1,582,527	2,874,456	2,233,325	3,564,000	882,245	(1,351,080)
Total Additional Funding Support	1,582,527	2,874,456	2,233,325	3,564,000	882,245	(1,351,080)
Staffing Positions						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

Purpose

The purpose of the Public Works Measure Z budget is to manage the Measure Z allocations that were approved by the Board of Supervisors. This budget unit provides one concise location for funding allocated to Public Works, to ensure the utmost level of transparency. Measure Z is the local half-cent sales tax passed by voters in November 2014.

Proposed Budget

The proposed budget for Public Works Measure Z for FY 2018-19 totals \$882,245. This is a decrease of \$1,452,766 or 62 percent from the prior year. This decrease is due to a reduction in the allocation for road improvements based on available Measure Z funding.

Proposed Personnel Allocation

There are no permanent position allocations for the Public Works Measure Z budget unit.

Program Discussion

Public Works Measure Z funding requests ensure the needs of public safety and essential services are most effectively met.

Measure Z Funding Requests

Public Works submitted eight Measure Z Funding requests for FY 2018-19. These funding requests and recommendations are detailed as follows:

1. \$3,000,000 to provide funding for chip sealing, slurry sealing and preparing roads for future sealing prevent pavement failures and insure safer driving surfaces. This will improve county-maintained road surfaces reducing response time for law enforcement, fire protection and emergency services.
2. \$291,000 to fund Federal Aviation Administration (FAA) mandated Aircraft Rescue and Fire Fighting (ARFF) services required for commercial service at ACV.
3. \$188,000 to fund mandated law enforcement at ACV, which is only partially funded by the Department of Homeland Security.
4. \$35,000 to fund FAA mandated ARFF training for Arcata Fire Department.
5. \$50,000 to fund Illegal Dumping of hazardous and non-hazardous material cleanup. Costs would cover equipment, dumping fees and contracting entities certified for hazardous cleanup.

Funding of \$882,245 is recommended at this time for Public Works for road repairs and walkability studies.

All Measure Z requests were reviewed and prioritized by the Citizens' Advisory Committee and the Board of Supervisors. Although the remainder of these requests have merit, they are not recommended at this time because they did not receive a priority ranking that allowed it to be funded based on available Measure Z revenue.

This budget unit supports the Board's Strategic Framework, Core Roles, by providing for and maintaining infrastructure and creating opportunities for improved safety and health.

