



# FY 2019-20

## ADOPTED BUDGET



### SECTION G: Public Works & Aviation

Facility Management  
Fleet Services  
Land Use  
Natural Resources  
Parks & Trails

Roads  
Solid Waste  
Transportation Services  
Water Management  
Aviation



# DEPARTMENT OF AVIATION

## DEPARTMENT HEAD

Cody Roggatz, Director of Aviation

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

## BUDGET TOTALS

FY 2019-20

Expenditures + Other Funding Uses	\$	8,331,654
Revenues + Other Funding Sources	\$	8,331,654
General Fund Contribution	\$	471,113
Personnel		12.0
% General Fund Contribution		6%

## PROGRAM DISCUSSION BY BUDGET UNIT

The Aviation Department provides for the Humboldt regional air transportation system. Established last year as the county's 19th department, Aviation administers and maintains one commercial service airport, five general aviation airports, and a capital projects budget unit.

### 3539 170 Aviation Capital Projects

This budget unit contains funding for the capital projects anticipated for all of the six airports.

### 3530 381 California Redwood Coast-Humboldt County Airport (ACV)

This budget unit supports the regional commercial service airport, 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. Aviation is and has been focused on ACV air service development adding an additional destination and additional flights.

### 3530 372 Murray Field Airport

This budget unit supports the busiest and preferred general aviation airport.

### 3530 373 Rohnerville Airport

This budget unit is home to many local general aviation pilots and a California Department of Forestry and Fire Protection (Cal-FIRE) base. Rohnerville is crucial during the fire season and to the economy of the southern area of the county.

### 3530 374 Garberville Airport

This budget unit is home to many general aviation pilots who commute to more urban areas for work, but choose to live in rural Humboldt County.

### 3530 375 Dinsmore Airport

This budget unit supports an airport 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.

### 3530 376 Kneeland Airport

This budget unit is home to the Cal-FIRE Helitech Base, an important asset during the fire season. It 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 all other county airports are socked in.

# FY 2019-20 ADOPTED DEPARTMENTAL BUDGET TABLE

# AVIATION

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	1,613,408	2,796,724	1,078,553	2,784,933	2,784,933	(11,791)
Use of Money and Property	599	600	0	0	0	(600)
Other Governmental Agencies	2,471,419	8,480,771	2,479,736	4,968,791	4,968,791	(3,511,980)
Other Revenues	346,447	26,118	18,506	450	22,450	(3,668)
General Fund Contribution	0	505,343	655,343	545,776	471,113	(34,230)
Not Applicable	531,877	0	860,792	0	0	0
<b>Total Revenues</b>	<b>4,963,750</b>	<b>11,809,556</b>	<b>5,092,930</b>	<b>8,299,950</b>	<b>8,247,287</b>	<b>(3,562,269)</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	867,056	990,681	941,001	1,224,945	1,150,282	159,601
Services and Supplies	1,349,114	1,747,691	1,626,518	1,496,761	1,518,761	(228,930)
Other Charges	2,516,561	1,551,706	2,236,144	1,425,704	1,425,704	(126,002)
Fixed Assets	7,777	7,685,632	6	4,080,052	4,080,052	(3,605,580)
Special Items	(27,999)	(25,878)	(6,930)	(20,000)	(20,000)	5,878
<b>Total Expenditures</b>	<b>4,712,509</b>	<b>11,949,832</b>	<b>4,796,739</b>	<b>8,207,462</b>	<b>8,154,799</b>	<b>(3,795,033)</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	3,849,284	84,367	84,367	84,367
General Fund Contribution	0	0	100,000	0	0	0
Other Financing Uses	0	0	(3,888,901)	(176,855)	(176,855)	(176,855)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>60,383</b>	<b>(92,488)</b>	<b>(92,488)</b>	<b>(92,488)</b>
<b>Net Revenues (Expenditures)</b>	<b>251,463</b>	<b>(140,276)</b>	<b>356,848</b>	<b>0</b>	<b>0</b>	<b>140,276</b>
<b>Additional Funding Support</b>						
3530 IGS-Airport Enterprise Fund	(676,891)	140,276	(1,861,552)	0	0	(140,276)
3539 Aviation Capital Projects	425,650	0	1,504,978	0	0	0
3714 United Express Deposit Trust	(222)	0	(274)	0	0	0
<b>Total Additional Funding Support</b>	<b>(251,463)</b>	<b>140,276</b>	<b>(356,848)</b>	<b>0</b>	<b>0</b>	<b>(140,276)</b>
<b>Staffing Positions</b>						
Allocated Positions	19.00	21.00	21.00	12.00	12.00	(9.00)

## PROGRAM DISCUSSION BY BUDGET UNIT

This program supports the Board of Supervisors' Strategic Framework by providing for and maintaining infrastructure, encouraging new local enterprise, providing community-appropriate levels of service, supporting self-reliance of citizens, managing our resources to ensure sustainability of services, facilitating the establishment of local revenue sources to address local needs, and engaging new partners.

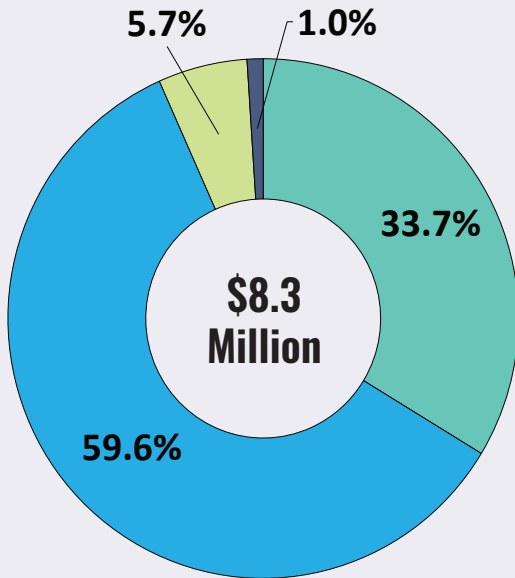
### ACCOMPLISHMENTS



### GOALS

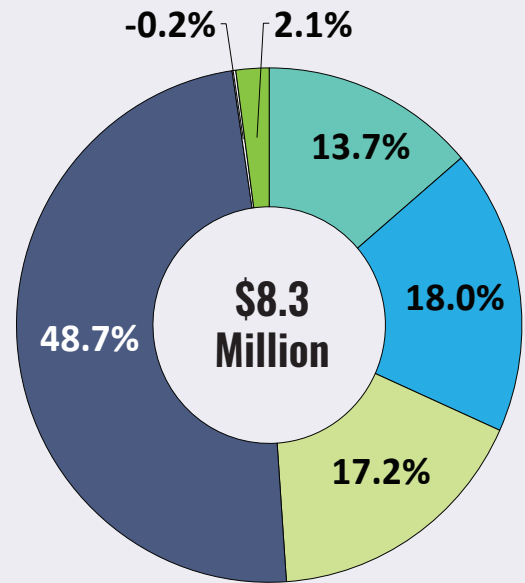
- Supported business, workforce development and the creation of private-sector jobs by securing additional flight service to Los Angeles (LAX).
- Provided for and maintained infrastructure by completing the Garberville Runway Rehabilitation project.
- Provide for and maintain infrastructure, and create opportunities for improved safety and health by finishing construction on the ACV Airport Rescue and Firefighting Facility.
- Engage new partners by establishing new service to Denver.

### TOTAL REVENUES



- Operating Revenue & Contribution
- Other Governmental Agencies
- General Fund Contribution
- Other Financing Sources

### TOTAL EXPENDITURES



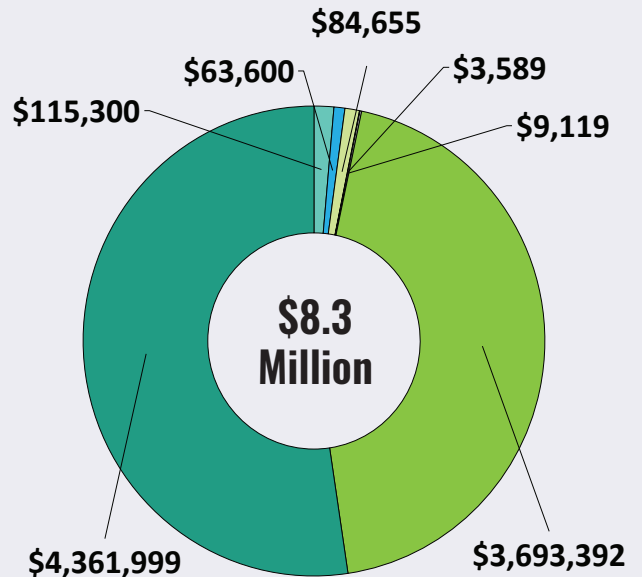
- Salaries & Employee Benefits
- Services and Supplies
- Other Charges
- Fixed Assets
- Special Items
- Other Financing Uses

### BY PROGRAM AREA

### PERMANENT POSITIONS



### EXPENDITURES



- Murray Field Airport
- Garberville Airport
- Kneeland Airport
- Rohnerville Airport
- Dinsmore Airport
- ACV (Mckinleyville)
- Capital Projects

## FY 2019-20 ADOPTED BUDGET TABLE

## MURRAY FIELD AIRPORT 3530-372

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	124,098	191,549	113,694	115,200	115,200	(76,349)
Other Revenues	0	200	0	100	100	(100)
<b>Total Revenues</b>	<b>124,098</b>	<b>191,749</b>	<b>113,694</b>	<b>115,300</b>	<b>115,300</b>	<b>(76,449)</b>
<b>Expenditures</b>						
Services and Supplies	25,255	44,461	32,599	47,148	47,148	2,687
Other Charges	17,402	15,276	7,843	7,194	7,194	(8,082)
Fixed Assets	0	99,000	0	0	0	(99,000)
<b>Total Expenditures</b>	<b>42,657</b>	<b>158,737</b>	<b>40,442</b>	<b>54,342</b>	<b>54,342</b>	<b>(104,395)</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Uses	0	0	0	(60,958)	(60,958)	(60,958)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(60,958)</b>	<b>(60,958)</b>	<b>(60,958)</b>
<b>Net Revenues (Expenditures)</b>	<b>81,441</b>	<b>33,012</b>	<b>73,252</b>	<b>0</b>	<b>0</b>	<b>(33,012)</b>
<b>Additional Funding Support</b>						
3530 IGS Airport Enterprise Fund	(81,441)	(33,012)	(73,252)	0	0	33,012
<b>Total Additional Funding Support</b>	<b>(81,441)</b>	<b>(33,012)</b>	<b>(73,252)</b>	<b>0</b>	<b>0</b>	<b>33,012</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Operating Revenue & Contribution category has decreased by 40% or \$76,349 due to decreases in landing fees and anticipated hangar/tie down revenue.
- The proposed expenditure budget for the Other Charges category has decreased by 47% or \$8,082 due to Aviation no longer being under the Public Works umbrella and costs being handled by Aviation staff rather than Public Works staff.
- The proposed expenditure budget for the Fixed Assets category has decreased by 100% or \$99,000 due to a one-time allocation in FY 2018-19 to replace damaged navigation aid equipment.
- The proposed expenditure budget for the Other Financing Uses category has increased by 100% or \$60,958 due to a change in local accounting practices. IGS Enterprise Fund (excess revenue given to fund balance) are now reflected as a "transfer out" expense under the category "Other Financing Uses" as opposed to "Additional Funding Support" in order to balance the budget. The actual funding estimated to be returned to fund balance has increased by 85% or \$27,946.

### ADDITIONAL FUNDING REQUESTS

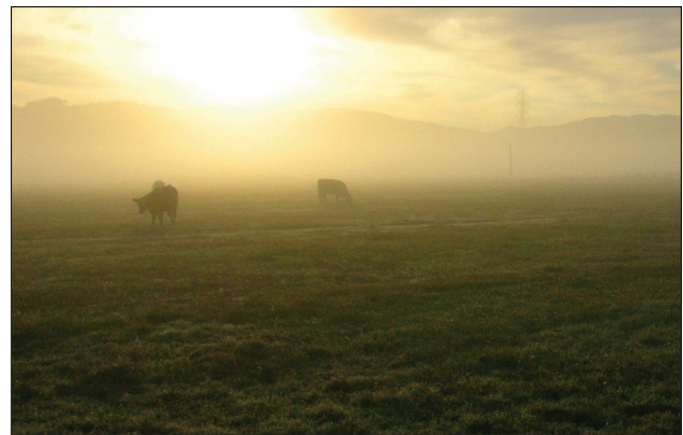
Murray Field Airport submitted no additional funding requests.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.



## FY 2019-20 ADOPTED BUDGET TABLE

## ROHNERVILLE AIRPORT 3530-373

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	83,700	141,983	45,766	63,500	63,500	(78,483)
Other Revenues	0	200	0	100	100	(100)
<b>Total Revenues</b>	<b>83,700</b>	<b>142,183</b>	<b>45,766</b>	<b>63,600</b>	<b>63,600</b>	<b>(78,583)</b>
<b>Expenditures</b>						
Services and Supplies	31,086	60,994	31,666	43,958	43,958	(17,036)
Other Charges	18,154	16,742	4,090	18,687	18,687	1,945
<b>Total Expenditures</b>	<b>49,240</b>	<b>77,736</b>	<b>35,756</b>	<b>62,645</b>	<b>62,645</b>	<b>(15,091)</b>
<b>Other Financing Source (Uses)</b>						
Other Financing Uses	0	0	0	(955)	(955)	(955)
<b>Total Other Financing Source (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(955)</b>	<b>(955)</b>	<b>(955)</b>
<b>Net Revenues (Expenditures)</b>	<b>34,460</b>	<b>64,447</b>	<b>10,010</b>	<b>0</b>	<b>0</b>	<b>(64,447)</b>
<b>Additional Funding Support</b>						
3530 IGS Airport Enterprise Fund	(34,460)	(64,447)	(10,010)	0	0	64,447
<b>Total Additional Funding Support</b>	<b>(34,460)</b>	<b>(64,447)</b>	<b>(10,010)</b>	<b>0</b>	<b>0</b>	<b>64,447</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Operating Revenue & Contribution category has decreased by 55% or \$78,483 due to decreases in T-Hangar revenue and significant declines in fuel purchases.
- The proposed expenditure budget for the Services & Supplies category has decreased by 28% or \$17,036 primarily due to decreases in fuel purchased for resale based on a decline in fuel purchases.

### ADDITIONAL FUNDING REQUESTS

Rohnerville Airport submitted no additional funding requests.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.



## FY 2019-20 ADOPTED BUDGET TABLE

## GARBERVILLE AIRPORT 3530-374

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	30,463	84,405	8,873	84,405	84,405	0
Other Revenues	0	250	0	250	250	0
<b>Total Revenues</b>	<b>30,463</b>	<b>84,655</b>	<b>8,873</b>	<b>84,655</b>	<b>84,655</b>	<b>0</b>
<b>Expenditures</b>						
Services and Supplies	23,632	53,323	21,453	53,148	53,148	(175)
Other Charges	10,459	9,025	3,635	9,053	9,053	28
<b>Total Expenditures</b>	<b>34,091</b>	<b>62,348</b>	<b>25,088</b>	<b>62,201</b>	<b>62,201</b>	<b>(147)</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Uses	0	0	0	(22,454)	(22,454)	(22,454)
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(22,454)</b>	<b>(22,454)</b>	<b>(22,454)</b>
<b>Net Revenues (Expenditures)</b>	<b>(3,628)</b>	<b>22,307</b>	<b>(16,215)</b>	<b>0</b>	<b>0</b>	<b>(22,307)</b>
<b>Additional Funding Support</b>						
3530 IGS Airport Enterprise Fund	3,628	(22,307)	16,215	0	0	22,307
<b>Total Additional Funding Support</b>	<b>3,628</b>	<b>(22,307)</b>	<b>16,215</b>	<b>0</b>	<b>0</b>	<b>22,307</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed expenditure budget for the Other Financing Uses category has increased by 100% or \$22,454 due to a change in local accounting practices that now require transfers to IGS Enterprise Fund (excess revenue given to fund balance) be reflected as a "transfer out" expense under the category "Other Financing Uses" as opposed to "Additional Funding Support" in order to balance the budget.

### ADDITIONAL FUNDING REQUESTS

Garberville Airport submitted no additional funding requests.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.



# FY 2019-20 ADOPTED BUDGET TABLE

# DINSMORE AIRPORT 3530-375

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	9,080	3,625	0	3,589	3,589	(36)
Other Revenues	7,124	0	0	0	0	0
<b>Total Revenues</b>	<b>16,204</b>	<b>3,625</b>	<b>0</b>	<b>3,589</b>	<b>3,589</b>	<b>(36)</b>
<b>Expenditures</b>						
Services and Supplies	686	1,700	0	1,964	1,964	264
Other Charges	1,181	1,925	13	1,625	1,625	(300)
Fixed Assets	6,461	0	0	0	0	0
<b>Total Expenditures</b>	<b>8,328</b>	<b>3,625</b>	<b>13</b>	<b>3,589</b>	<b>3,589</b>	<b>(36)</b>
<b>Net Revenues (Expenditures)</b>	<b>7,876</b>	<b>0</b>	<b>(13)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Additional Funding Support</b>						
3530 IGS Airport Enterprise Fund	(7,876)	0	13	0	0	0
<b>Total Additional Funding Support</b>	<b>(7,876)</b>	<b>0</b>	<b>13</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

## SIGNIFICANT CHANGES

There are no significant changes.

## PERSONNEL

There are no personnel changes.

## ADDITIONAL FUNDING REQUESTS

Dinsmore Airport submitted no additional funding requests.

## BOARD ADOPTED

The Board adopted this budget as recommended.



# FY 2019-20 ADOPTED BUDGET TABLE

# KNEELAND AIRPORT 3530-376

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	26,132	3,202	0	9,119	9,119	5,917
Other Revenues	341	0	0	0	0	0
<b>Total Revenues</b>	<b>26,473</b>	<b>3,202</b>	<b>0</b>	<b>9,119</b>	<b>9,119</b>	<b>5,917</b>
<b>Expenditures</b>						
Services and Supplies	1,459	2,076	1,499	5,792	5,792	3,716
Other Charges	673	1,139	13	3,327	3,327	2,188
Fixed Assets	24,000	0	0	0	0	0
<b>Total Expenditures</b>	<b>26,132</b>	<b>3,215</b>	<b>1,512</b>	<b>9,119</b>	<b>9,119</b>	<b>5,904</b>
<b>Net Revenues (Expenditures)</b>	<b>341</b>	<b>(13)</b>	<b>(1,512)</b>	<b>0</b>	<b>0</b>	<b>13</b>
<b>Additional Funding Support</b>						
3530 IGS Airport Enterprise Fund	(341)	13	1,512	0	0	(13)
<b>Total Additional Funding Support</b>	<b>(341)</b>	<b>13</b>	<b>1,512</b>	<b>0</b>	<b>0</b>	<b>(13)</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

## SIGNIFICANT CHANGES

There are no significant changes.

## PERSONNEL

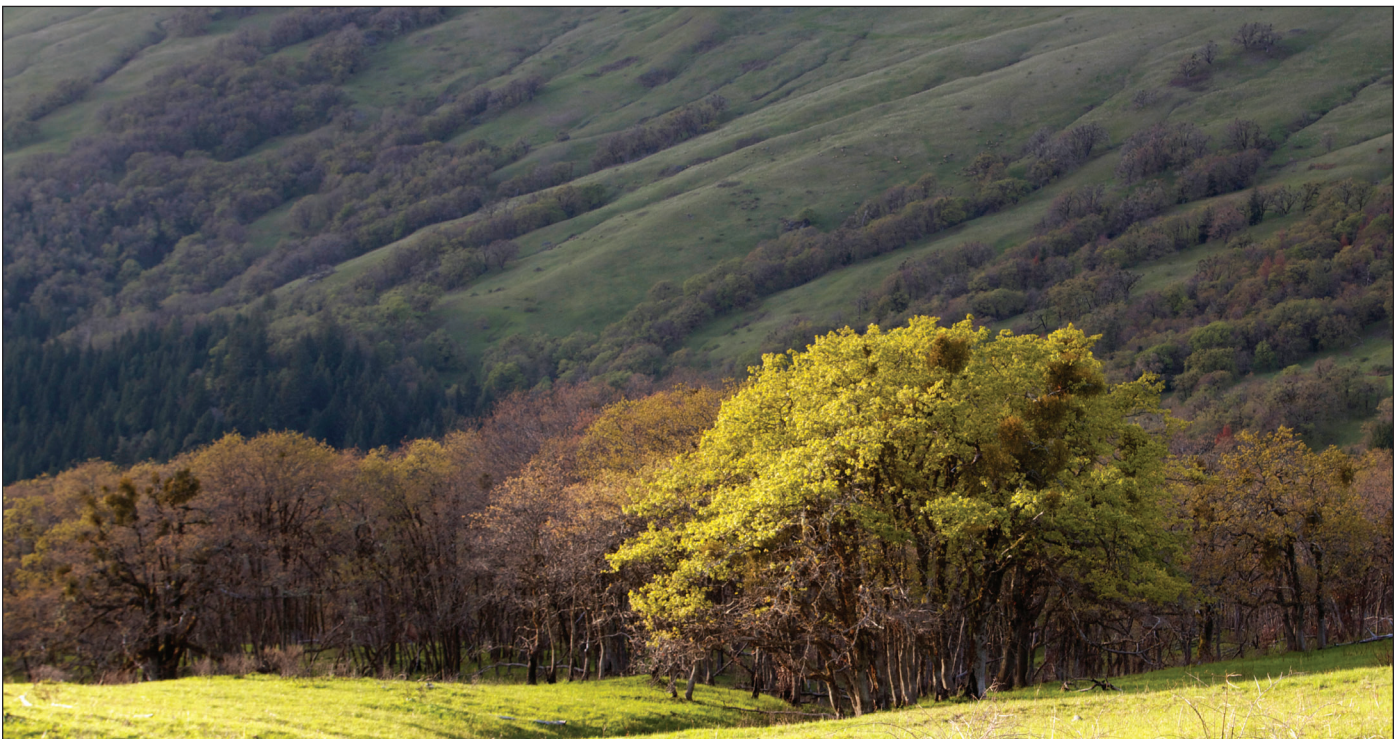
There are no personnel changes.

## ADDITIONAL FUNDING REQUESTS

Kneeland Airport submitted no additional funding requests.

## BOARD ADOPTED

The Board adopted this budget as recommended.



## FY 2019-20 ADOPTED BUDGET TABLE CA REDWOOD COAST-HUM CO AIRPORT(ACV) 3530-381

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	1,339,935	2,371,960	910,220	2,509,120	2,509,120	137,160
Other Governmental Agencies	0	684,000	0	664,000	664,000	(20,000)
Other Revenues	24,716	25,468	18,506	0	22,000	(3,468)
General Fund Contribution	0	505,343	655,343	488,568	413,905	(91,438)
Not Applicable	531,877	0	860,792	0	0	0
<b>Total Revenues</b>	<b>1,896,528</b>	<b>3,586,771</b>	<b>2,444,861</b>	<b>3,661,688</b>	<b>3,609,025</b>	<b>22,254</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	867,056	990,681	941,001	1,224,945	1,150,282	159,601
Services and Supplies	1,266,996	1,585,137	1,539,301	1,344,751	1,366,751	(218,386)
Other Charges	2,276,375	931,328	2,085,120	914,871	914,871	(16,457)
Fixed Assets	(3,042,301)	365,532	6	189,000	189,000	(176,532)
Special Items	(27,999)	(25,878)	(6,930)	(20,000)	(20,000)	5,878
<b>Total Expenditures</b>	<b>1,340,127</b>	<b>3,846,800</b>	<b>4,558,498</b>	<b>3,653,567</b>	<b>3,600,904</b>	<b>(245,896)</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	3,849,284	84,367	84,367	84,367
General Fund Contribution	0	0	100,000	0	0	0
Other Financing Uses	0	0	(39,617)	(92,488)	(92,488)	(92,488)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>3,909,667</b>	<b>(8,121)</b>	<b>(8,121)</b>	<b>(8,121)</b>
<b>Net Revenues (Expenditures)</b>	<b>556,401</b>	<b>(260,029)</b>	<b>1,796,030</b>	<b>0</b>	<b>0</b>	<b>260,029</b>
<b>Additional Funding Support</b>						
3530 IGS Airport Enterprise Fund	(556,401)	260,029	(1,796,030)	0	0	(260,029)
<b>Total Additional Funding Support</b>	<b>(556,401)</b>	<b>260,029</b>	<b>(1,796,030)</b>	<b>0</b>	<b>0</b>	<b>(260,029)</b>
<b>Staffing Positions</b>						
Allocated Positions	19.00	21.00	21.00	12.00	12.00	(9.00)

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Operating Revenue & Contribution category has increased by 6% or \$137,160 due to increases in aircraft storage T-Hangar and tie down revenue, terminal income, and sales of fuel and oil.
- The proposed General Fund Contribution has decreased by 18% or \$91,438 due to contributions in FY 2018-19 to improve the Aviation fund balance.
- The proposed expenditure budget for the Salaries & Employee Benefits category has increased by 14% or \$159,601 due to negotiated salary and benefit increases and the addition of 1.0 FTE in FY 2018-19 at mid-year.
- The proposed expenditure budget for the Services & Supplies category has decreased by 14% or \$218,386 due to decreasing costs by identifying essential needs in order to bring the budget into balance.
- The proposed expenditure budget for the Fixed Assets category has decreased by 48% or \$176,532 due to decreases in landscaping costs, building improvements and security system one-time installation costs. Funding of \$189,000 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.
- The proposed revenue budget for the Other Financing Sources category has increased by 100% or \$84,367 due to a change in local accounting practices that now requires transfers from IGS Airport Enterprise Fund to be reflected as a "transfer in" under the category "Other Financing Sources." In prior years, this was categorized as "Additional Funding Support". The actual use of fund balance has decreased by 68% or \$175,662 due to efforts to minimize expenditures. This use of fund balance is offset by contributions to fund balance budgeted in the other airports contained in this section.

## SIGNIFICANT CHANGES

- The proposed expenditure budget for the Other Financing Uses category has increased by 100% or \$92,488 due to a change in local accounting practices that now requires transfers to other budgets to be reflected as a “transfer out” expense under the category “Other Financing Uses”. Funding of \$92,488 is being transferred to Capital Projects (budget unit 3530-170) to fund projects at ACV.



## ADDITIONAL FUNDING REQUESTS

ACV submitted the following additional funding request: \$74,377 for 1.0 FTE Airport Service Worker to ensure compliance with federal regulations for safety with the FAA.

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

## PERSONNEL

A decrease of 9.0 FTE is proposed. The decrease is due to the deallocation of a Program Coordinator position held vacant and unfunded, as well as the deallocation of 8.0 frozen and unfunded positions.

### Deallocate

- 1.0 Program Coordinator
- 1.0 Facility Maintenance Mechanic I/II (Frozen)
- 2.0 Airport Service Worker I/II (Frozen)
- 3.0 Building Maintenance Custodian (Frozen)
- 1.0 Airport Groundskeeper (Frozen)
- 1.0 Airport Service Manager (Frozen)

## BOARD ADOPTED

The Board adopted this budget as recommended.



## FY 2019-20 ADOPTED BUDGET TABLE

## AVIATION CAPITAL PROJECTS 3539-170

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Use of Money and Property	599	600	0	0	0	(600)
Other Governmental Agencies	2,471,419	7,796,771	2,479,736	4,304,791	4,304,791	(3,491,980)
Other Revenues	314,266	0	0	0	0	0
General Fund Contribution	0	0	0	57,208	57,208	57,208
<b>Total Revenues</b>	<b>2,786,284</b>	<b>7,797,371</b>	<b>2,479,736</b>	<b>4,361,999</b>	<b>4,361,999</b>	<b>(3,435,372)</b>
<b>Expenditures</b>						
Other Charges	192,317	576,271	135,430	470,947	470,947	(105,324)
Fixed Assets	3,019,617	7,221,100	0	3,891,052	3,891,052	(3,330,048)
<b>Total Expenditures</b>	<b>3,211,934</b>	<b>7,797,371</b>	<b>135,430</b>	<b>4,361,999</b>	<b>4,361,999</b>	<b>(3,435,372)</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Uses	0	0	(3,849,284)	0	0	0
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>(3,849,284)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Revenues (Expenditures)</b>	<b>(425,650)</b>	<b>0</b>	<b>(1,504,978)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Additional Funding Support</b>						
3539 Aviation Capital Projects	425,650	0	1,504,978	0	0	0
<b>Total Additional Funding Support</b>	<b>425,650</b>	<b>0</b>	<b>1,504,978</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Other Governmental Agencies category has decreased by 45% or \$3,491,980 due to project completion of the Garberville runway and movement into phase 4 of the ACV Aircraft Rescue and Firefighting (ARFF) project.
- The proposed General Fund Contribution has increased 100% or \$57,208 for funding to contract for the development of design plans for a new airfield electrical system at ACV. This request was submitted for Measure Z funding and was recommended by the Citizens' Advisory Committee, however due to limited Measure Z resources, the Board directed this request to be funded through the General Fund.
- The proposed expenditure budget for the Other Charges category decreased by 18% or \$105,324 due to partial completion of the Airport Landuse Compatibility Study.
- The proposed expenditure budget for Fixed Assets decreased by 46% or \$3,330,048 due to completion of the Garberville Runway, movement into phase 4 of the ACV Aircraft Rescue and Firefighting Facility (ARFF) project, and partial completion of the Airport Landuse Compatibility Study. Funding of \$3,891,052 is recommended for fixed assets; additional details on proposed equipment and projects are available in the Capital Expenditures table.

### ADDITIONAL FUNDING REQUESTS

Aviation Capital Projects submitted no additional funding requests. However, a request for \$81,725 was submitted through the Measure Z budget unit to contract for development of design plans for a new airfield electrical system at ACV.

This request was recommended for reduced funding by the Measure Z Citizens' Advisory Committee, however due to limited Measure Z resources, the Board directed this request to be funded through the General Fund.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.



# PUBLIC WORKS DEPARTMENTAL SUMMARY

## DEPARTMENT HEAD

Tom Mattson, Public Works Director

The Humboldt County Department of Public Works exists to supply the infrastructure needs that allow the county to thrive as an economically and socially cohesive community. The department's long-term strategic goals are to 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

## BUDGET TOTALS

FY 2019-20

Expenditures + Other Funding Uses	\$ 114,926,472
Revenues + Other Funding Sources	\$ 109,713,734
General Fund Contribution	\$ 5,212,738
Personnel	191.0
% General Fund Contribution	4.5%

responsible manner, taking in to account the diverse characteristics of the population, exquisite natural environment and relative geographic population.

## BUDGET UNITS

The Public Works Department consists of the following program areas:

### 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

### Measure Z

- 1100 298 Public Works Measure Z

### 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

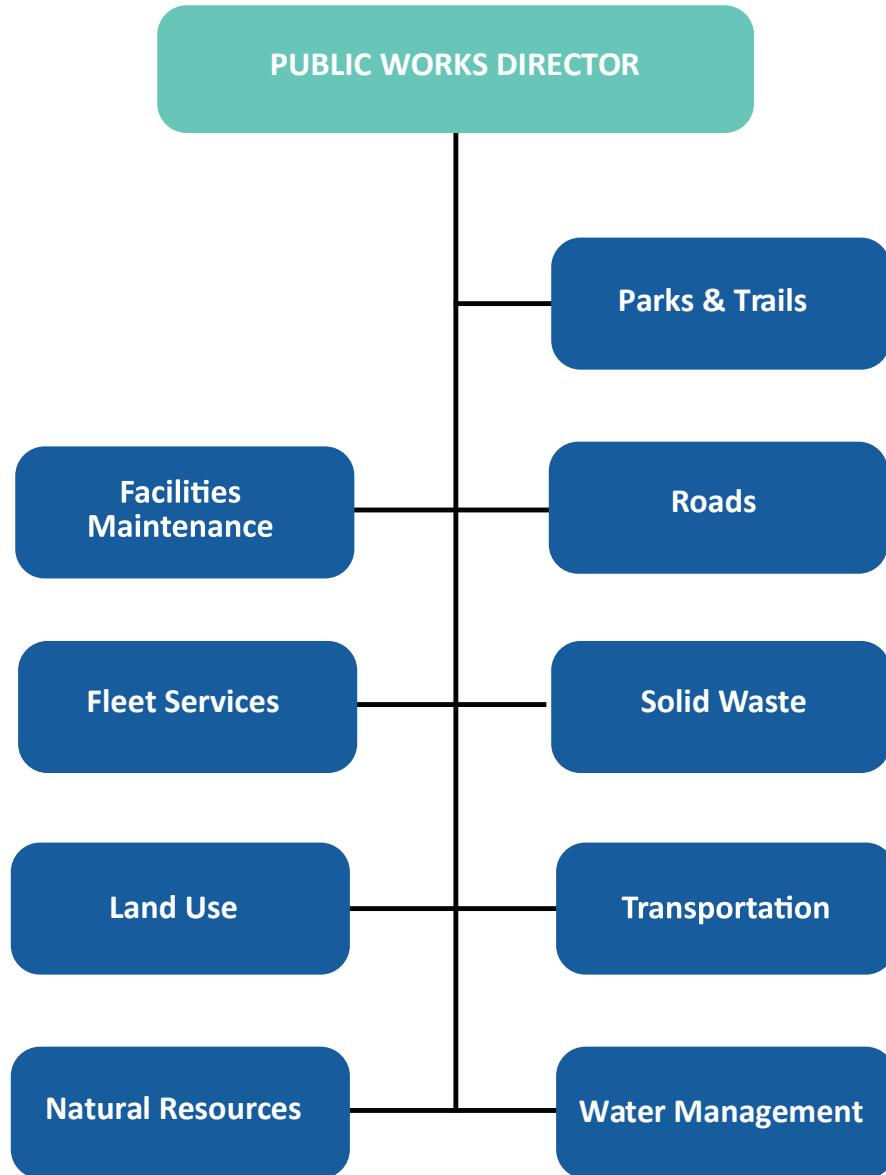
### Transportation Services

- 1150 910 Transportation Services

### Water Management

- 1100 251 Water Management

# ORGANIZATIONAL CHART



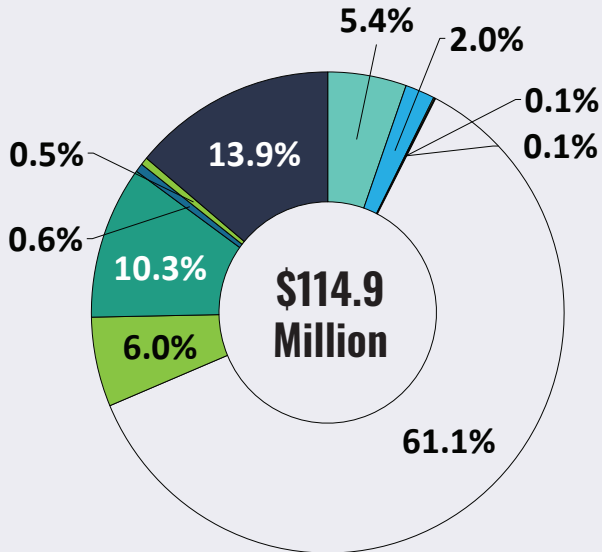
# FY 2019-20 ADOPTED DEPARTMENTAL SUMMARY BUDGET TABLE

# PUBLIC WORKS

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Taxes	5,929,104	6,799,130	6,400,494	5,904,067	5,904,067	(895,063)
Operating Revenue & Contribution	1,147,634	2,154,106	1,334,443	2,218,716	2,218,716	64,610
Licenses and Permits	82,003	70,750	106,401	94,516	94,516	23,766
Use of Money and Property	95,681	67,510	85,740	63,500	63,500	(4,010)
Other Governmental Agencies	27,908,558	65,494,996	32,188,050	67,056,644	67,056,644	1,561,648
Charges for Current Services	6,678,707	6,423,270	7,679,656	6,607,804	6,607,804	184,534
Other Revenues	2,943,094	9,329,118	80,585	11,299,129	11,299,129	1,970,011
Other Financing Sources	106,771	830,613	0	636,972	636,972	(193,641)
General Fund Contribution	0	25,000	25,000	3,020,000	567,060	542,060
<b>Total Revenues</b>	<b>44,891,552</b>	<b>91,194,493</b>	<b>47,900,369</b>	<b>96,901,348</b>	<b>94,448,408</b>	<b>3,253,915</b>
<b>Expenditures</b>						
Capital Contracts	3,995,686	8,446,782	5,762,307	3,501,345	3,501,345	(4,945,437)
Salaries & Employee Benefits	12,495,455	13,551,148	12,789,709	15,713,365	15,322,515	1,771,367
Services and Supplies	12,848,936	18,788,431	16,630,452	29,589,647	23,437,047	4,648,616
Other Charges	11,193,489	15,994,365	14,652,702	15,747,247	15,697,247	(297,118)
Fixed Assets	12,579,049	43,334,073	5,271,261	42,085,016	42,237,516	(1,096,557)
Special Items	(575,154)	(577,000)	(599,117)	(559,912)	(559,912)	17,088
Other Financing Uses	25,144	0	0	0	0	0
<b>Total Expenditures</b>	<b>52,562,605</b>	<b>99,537,799</b>	<b>54,507,314</b>	<b>106,076,708</b>	<b>99,635,758</b>	<b>97,959</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	278,308	854,147	15,265,326	15,265,326	14,987,018
General Fund Contribution	0	0	0	9,200,748	5,212,738	5,212,738
Other Financing Uses	0	(199,652)	(216,698)	(15,290,714)	(15,290,714)	(15,091,062)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>78,656</b>	<b>637,449</b>	<b>9,175,360</b>	<b>5,187,350</b>	<b>5,108,694</b>
<b>Net Revenues (Expenditures)</b>	<b>(7,671,053)</b>	<b>(8,264,650)</b>	<b>(5,969,496)</b>	<b>0</b>	<b>0</b>	<b>8,264,650</b>
<b>Additional Funding Support</b>						
1100 General Fund	5,523,923	8,155,433	6,058,587	0	0	(8,155,433)
1150 General E-Transportation Serv	(556)	(657,179)	0	0	0	657,179
1200 Roads	1,062,541	(193,406)	(470,196)	0	0	193,406
1710 Forest Resources and Recreation	133,200	0	168,500	0	0	0
1720 Northcoast Resource Partnership	82,910	(650)	436,429	0	0	650
3500 IGS-Motor Pool	369,477	469,331	242,040	0	0	(469,331)
3540 Roads Heavy Equipment ISF	499,558	491,121	(465,864)	0	0	(491,121)
<b>Total Additional Funding Support</b>	<b>7,671,053</b>	<b>8,264,650</b>	<b>5,969,496</b>	<b>0</b>	<b>0</b>	<b>(8,264,650)</b>
<b>Staffing Positions</b>						
Allocated Positions	204.00	202.00	202.00	189.00	191.00	(11.00)

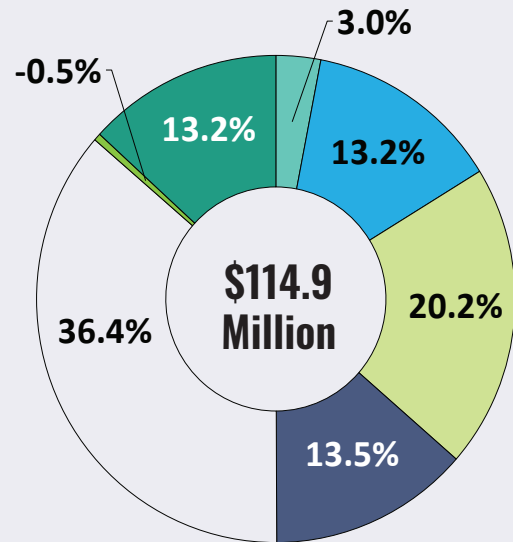
# FISCAL YEAR 2019-20

## TOTAL REVENUES



- Taxes
- Operating Revenue & Contribution
- Licenses and Permits
- Use of Money and Property
- Other Governmental Agencies
- Charges for Current Services
- Other Revenues
- Other Financing Sources
- General Fund Contribution
- Other Financing Sources

## TOTAL EXPENDITURES



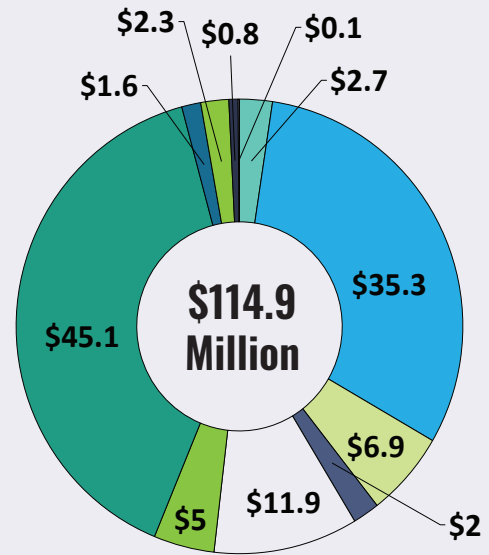
- Capital Contracts
- Salaries & Employee Benefits
- Services and Supplies
- Other Charges
- Fixed Assets
- Special Items
- Other Financing Uses

# BY PROGRAM AREA

## PERMANENT POSITIONS



## EXPENDITURES



- Facilities
- Capital Projects
- Fleet Services
- Land Use
- Natural Resources
- Bicycles & Trailways
- Roads
- Solid Waste
- Transportation
- Water Mgmt
- Measure Z



# FACILITIES MANAGEMENT

## PROGRAM DISCUSSION BY BUDGET UNIT

The Facility 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 Facility 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 purpose of Capital Projects is to provide funding for capital (construction) improvements to county buildings and facilities inventory that include leased facilities. Capital Projects consists of multiple, multi-year projects.

Funds are 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.

This program contains the following budget units:

- 1100 162 Facility Management
- 1100 170 Capital Projects

This program supports the Board of Supervisors' Strategic Framework by maintaining our resources to ensure sustainability of resources.



## ACCOMPLISHMENTS



## GOALS

- Invested in county employees and provided for and maintained infrastructure by filling a vacant Deputy Director position.
- Managed resources to ensure sustainability of services by identifying potential county owned properties that present development opportunities in the facilities master plan.
- Enforced laws and regulations to protect residents and fostering transparent, accessible, welcoming and user-friendly services by utilizing in-house Certified Access Specialist in the management of building maintenance and capital projects.
- Provided for and maintained infrastructure by assisting in the Facilities Management Software project. The successful completion of this project will assist several divisions of the Public Works Department, the Department of Health and Human Services and ADA Compliance to better track deferred maintenance issues and needs, facilities maintenance, call tickets and ADA project needs.
- Provide for and maintain infrastructure through the completion of the Eureka Veterans Building Seismic Repair project.
- Provide for and maintain infrastructure and manage resources to ensure sustainability of services through the Facilities Master Plan project. Completion of this project will move the county toward a campus complex concept locating like services together, identify the condition of county buildings and identify an implementation and funding plan.
- Facilitate public/private partnerships to solve problems by completing no-cost T-LED retrofit projects with Redwood Coast Energy Authority (RCEA) at county facilities. RCEA will re-lamp existing fluorescent fixtures with energy-saving LED bulbs at Public Works Main, Clark Complex, Heavy Equipment Garage, and County Public Health Main.
- Enforce laws and regulations to protect residents and foster transparent, accessible, welcoming and user-friendly services by assisting with Americans with Disabilities Act barrier removal in county facilities.



## FY 2019-20 ADOPTED BUDGET TABLE

## FACILITIES MANAGEMENT 1100-162

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Charges for Current Services	113,125	118,000	134,612	122,995	122,995	4,995
Other Revenues	547	0	0	0	0	0
<b>Total Revenues</b>	<b>113,672</b>	<b>118,000</b>	<b>134,612</b>	<b>122,995</b>	<b>122,995</b>	<b>4,995</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	1,965,517	2,195,945	1,940,118	2,374,300	2,374,300	178,355
Services and Supplies	404,526	472,789	411,565	470,226	469,266	(3,523)
Other Charges	128,315	525,244	338,184	319,149	319,149	(206,095)
Fixed Assets	57,721	163,263	28,110	101,200	101,200	(62,063)
Special Items	(301,800)	(360,000)	(333,359)	(438,670)	(438,670)	(78,670)
<b>Total Expenditures</b>	<b>2,254,279</b>	<b>2,997,241</b>	<b>2,384,618</b>	<b>2,826,205</b>	<b>2,825,245</b>	<b>(171,996)</b>
<b>Other Financing Sources (Uses)</b>						
General Fund Contribution	0	0	0	2,703,210	2,702,250	2,702,250
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,703,210</b>	<b>2,702,250</b>	<b>2,702,250</b>
<b>Net Revenues (Expenditures)</b>	<b>(2,140,607)</b>	<b>(2,879,241)</b>	<b>(2,250,006)</b>	<b>0</b>	<b>0</b>	<b>2,879,241</b>
<b>Additional Funding Support</b>						
1100 General Fund	2,140,607	2,879,241	2,250,006	0	0	(2,879,241)
<b>Total Additional Funding Support</b>	<b>2,140,607</b>	<b>2,879,241</b>	<b>2,250,006</b>	<b>0</b>	<b>0</b>	<b>(2,879,241)</b>
<b>Staffing Positions</b>						
Allocated Positions	47.00	48.00	48.00	46.00	47.00	(1.00)

## SIGNIFICANT CHANGES

- The proposed expenditure budget for the Salaries & Employee Benefits category has increased by 8% or \$178,355 due to negotiated salary and benefit increases.
- The proposed expenditure budget for the Other Charges category has decreased by 40% or \$206,095 due to partial completion of the Brownfield Plume Cleanup project.
- The proposed General Fund Contribution has increased by 100% or \$2,702,250 due to a change in local accounting practices. Contributions from the General Fund are now reflected as Other Financing Sources (Uses). The proposed General Fund Contribution has actually increased by 18% or \$472,980. This increase is due to carry-forward funding for the Courthouse Rollup Gate project (\$101,200) and the Brownfields remediation project (\$205,460).
- The proposed expenditure budget for the Fixed Assets category has decreased by 38% or \$62,063 due completion of Humboldt County Superior Court's Fiber Optic Backbone project. Funding of \$101,200 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.
- The proposed expenditure budget for the Special Items category has decreased by 22% or \$78,670 due to charges for Public Works services for the new Construction Project Manager not covered by the General Fund.

## ADDITIONAL FUNDING REQUESTS

Facilities Management submitted the following four additional funding requests:

1. \$80,000 for 1.0 FTE Staff Services Specialist to provide project management and office support.
2. \$2,500 to generate milestone schedules on key projects that concisely communicate critical dates and processes to project stakeholders. The proposed cloud-based software (Microsoft Project) will allow up to 6 users to generate project schedules and other project management resources. Microsoft Project is an industry standard software and integrates with the current Office 365 platform.
3. \$1,750 for an updated summary of changes publication to Title 24 of the California Code of Regulations, which governs the design and

construction of all building occupancies and associated facilities and equipment throughout California. The 2019 version is due to be issued in July 2019, and summary publications should be available shortly thereafter.

4. \$5,374 for the purchase of two tablet devices and mobile data plans to administer Metabim remotely. This will allow technicians to review drawings, generate work orders, and input project data remotely while engaged with the work at hand.

Requests 2, 3 and 4 are recommended at this time.

Request 1 is not recommended at this time. While this request has merit it did not meet a priority level that allowed for it to be funded based on available financial resources.

## PERSONNEL

A decrease of 2.0 FTE is proposed. The decrease is due to the deallocation of positions held frozen and unfunded.

### Deallocate

2.0 Building Maintenance Custodian (Frozen)

## BOARD ADOPTED

The Board adopted this budget as recommended with one amendment. The Board approved an additional \$80,000 to allocate 1.0 FTE Staff Services Specialist to provide project management and office support.

## FY 2019-20 ADOPTED BUDGET TABLE

## CAPITAL PROJECTS 1100-170

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Other Governmental Agencies	7,737,857	27,512,358	3,178,889	24,132,932	24,132,932	(3,379,426)
Charges for Current Services	27,741	209,510	0	209,510	209,510	0
Other Revenues	2,699,119	7,185,097	0	9,264,142	9,264,142	2,079,045
Other Financing Sources	106,771	830,613	0	636,972	636,972	(193,641)
<b>Total Revenues</b>	<b>10,571,488</b>	<b>35,737,578</b>	<b>3,178,889</b>	<b>34,243,556</b>	<b>34,243,556</b>	<b>(1,494,022)</b>
<b>Expenditures</b>						
Services and Supplies	27,252	1,920	1,920	1,920	1,920	0
Other Charges	5,694	5,065	422	139	139	(4,926)
Fixed Assets	10,988,487	38,625,658	4,566,335	35,397,836	35,397,836	(3,227,822)
<b>Total Expenditures</b>	<b>11,021,433</b>	<b>38,632,643</b>	<b>4,568,677</b>	<b>35,399,895</b>	<b>35,399,895</b>	<b>(3,232,748)</b>
<b>Other Financing Sources (Uses)</b>						
General Fund Contribution	0	0	0	1,156,339	1,156,339	1,156,339
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,156,339</b>	<b>1,156,339</b>	<b>1,156,339</b>
<b>Net Revenues (Expenditures)</b>	<b>(449,945)</b>	<b>(2,895,065)</b>	<b>(1,389,788)</b>	<b>0</b>	<b>0</b>	<b>2,895,065</b>
<b>Additional Funding Support</b>						
1100 General Fund	449,945	2,895,065	1,389,788	0	0	(2,895,065)
<b>Total Additional Funding Support</b>	<b>449,945</b>	<b>2,895,065</b>	<b>1,389,788</b>	<b>0</b>	<b>0</b>	<b>(2,895,065)</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

## SIGNIFICANT CHANGES

- The proposed revenue budget for the Other Governmental Agencies category has decreased by 12% or \$3,379,426 due to utilization of project funding from CalEMA for the Eureka Veterans Seismic Repair project.
- The proposed revenue budget for the Other Revenues category increased by 28% or \$2,079,045 due to additional funding for the completion of the courthouse 5th floor remodel project to centralize services of the District Attorney's Victim Witness and Child Abuse Services Team, and for the relocation and replacement of the courthouse heating, ventilation and air conditioning units.
- The proposed revenue budget for the Other Financing Sources category decreased by 23% or \$193,641 due to utilization of project funding for the Juvenile Hall project.
- The proposed expenditure budget for the Fixed Assets category has decreased by 8% or \$3,227,822 due to the Eureka Veterans Building Seismic Repair project nearing completion. Funding of \$35,397,836 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.
- The proposed General Fund Contribution has increased by 100% or \$1,156,339 due to a change in accounting practices. Contributions from the General Fund are now reflected as Other Financing Sources (uses). The proposed General Fund contribution is actually \$139 with the remaining \$1,156,200 being carried forward from the prior fiscal year as those funds have been committed to capital projects.

## ADDITIONAL FUNDING REQUESTS

Capital Projects submitted no additional funding requests.

## PERSONNEL

There are no personnel changes.

## BOARD ADOPTED

The Board adopted this budget as recommended.



# FLEET SERVICES

## PROGRAM DISCUSSION BY BUDGET UNIT

Fleet Services provides competitive procurement, maintenance and disposal of fleet vehicles and road construction equipment to ensure safe operating equipment and customer satisfaction. The division focuses on providing efficient service and innovative maintenance programs for Humboldt County.

Fleet Services manages the rolling stock of over 500+ 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. Fleet Services contains the following departments:

### 3500 350 Motor Pool

This budget unit serves the transportation needs of approximately 40 departments and outside government agencies. Motor Pool operates a repair facility allowing for routine maintenance of vehicles such as tire changes/rotation, fluid replacements and minor repairs. The unit manages a daily rental fleet with a mixture 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.

### 3500 351 Motor Pool Reserve

This budget unit collects annual depreciation reported through vehicle mileage logs. Departments are charged accordingly based on usage and vehicle assignment. Depreciation collection funds the purchase of replacement vehicles; the process assures the sustainability of transportation to provide county services to the public.

### 3540 330 Heavy Equipment

This budget unit supports Heavy Equipment, an internal service fund that primarily serves the Road Division. It manages 122 pieces of heavy equipment and 96 pieces of support equipment. The division houses a repair facility, fabrication shop, tire shop and parts department. The combination of services allows for on-site equipment repair. Repairs done in-house ensure that equipment repair can be prioritized and offered at a lower cost than can be expected from an outside repair facility.

This program supports the Board of Supervisors' Strategic Framework by providing for and maintaining infrastructure, supporting business, workforce development and creation of private sector jobs, providing community-appropriate levels of service, and managing our resources to ensure sustainability of services.



## ACCOMPLISHMENTS



## GOALS

- Provided for and maintained infrastructure through a fleet of over 500+ vehicles, 120+ pieces of heavy equipment, and keeping them all on the road remains a priority.
- Managed resources to ensure sustainability of services through keeping vehicle and equipment costs low by doing in-house repairs and parts shopping for the most competitive pricing.
- Created opportunities for improved safety and health through the purchase of two Loaders, one Gradall and purchasing two Motor Graders that replace outdated equipment and begin the process of bringing the county up to California Air Resource Board's (CARB) standards.



- Provide community-appropriate levels of services by keeping vehicles and equipment on the road with as little time as needed for repair or up-fitting.
- Provide for and maintain infrastructure by updating shop equipment with modern software based repair equipment that meet current standards.
- Create opportunities for improved safety and health and manage resources to ensure sustainability of service through the lease purchasing of one D6 bulldozer to replace the non-CARB compliant aging unit with a new unit that needs CARB standards.
- Manage resources to ensure sustainability of services and provide for and maintain infrastructure through lease purchasing of one Loader, one Rubber Tire Roller, and one Equipment Trailer over the next two years.
- Manage resources to ensure sustainability of services and provide for and maintain infrastructure by providing safe, efficient, low cost transportation and construction equipment to county departments enabling them to provide services to the public superior to those provided by the private sector.



## FY 2019-20 ADOPTED BUDGET TABLE

## MOTOR POOL 3500-350

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Charges for Current Services	1,831,579	1,892,500	1,966,934	2,141,739	2,141,739	249,239
Other Revenues	10,800	7,980	0	0	0	(7,980)
<b>Total Revenues</b>	<b>1,842,379</b>	<b>1,900,480</b>	<b>1,966,934</b>	<b>2,141,739</b>	<b>2,141,739</b>	<b>241,259</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	508,521	567,715	567,258	647,118	647,118	79,403
Services and Supplies	1,576,867	1,829,652	1,803,598	1,600,407	1,600,407	(229,245)
Other Charges	229,298	302,013	271,526	183,148	183,148	(118,865)
Special Items	(110,666)	(70,000)	(86,531)	(70,000)	(70,000)	0
<b>Total Expenditures</b>	<b>2,204,020</b>	<b>2,629,380</b>	<b>2,555,851</b>	<b>2,360,673</b>	<b>2,360,673</b>	<b>(268,707)</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	200,000	0	266,385	266,385	66,385
Other Financing Uses	0	0	0	(47,451)	(47,451)	(47,451)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>200,000</b>	<b>0</b>	<b>218,934</b>	<b>218,934</b>	<b>18,934</b>
<b>Net Revenues (Expenditures)</b>	<b>(361,641)</b>	<b>(528,900)</b>	<b>(588,917)</b>	<b>0</b>	<b>0</b>	<b>528,900</b>
<b>Additional Funding Support</b>						
3500 IGS Motor Pool	361,641	528,900	588,917	0	0	(528,900)
<b>Total Additional Funding Support</b>	<b>361,641</b>	<b>528,900</b>	<b>588,917</b>	<b>0</b>	<b>0</b>	<b>(528,900)</b>
<b>Staffing Positions</b>						
Allocated Positions	8.00	9.00	9.00	9.00	9.00	0.00

## SIGNIFICANT CHANGES

- The proposed revenue budget for the Charges for Current Services category has increased by 13% or \$249,239 due to projected reimbursement for the increases in total fleet size based on usage and repair costs.
- The proposed expenditure budget for the Salaries & Employee Benefits category has increased by 14% or \$79,403 due to reduced cost of equipment maintenance and reduction in fuel costs.
- The proposed expenditure budget for the Services & Supplies category has decreased by 14% or \$229,245 due to reduced cost of equipment maintenance and reduction in fuel costs.
- The proposed expenditure budget for the Other Charges has decreased by 35% or \$118,865 due to filling the Fiscal Assistant position. The Fiscal Assistant position will do the work previously performed by Roads Administration and charged to Motor Pool.
- The proposed revenue budget for the Other Financing Sources category has increased by 33% or \$66,385 due to a change in local accounting practices that requires the use of fund balance to be reflected as a "transfer in" in order to balance the budget. Use

of fund balance has actually decreased by 59% or \$309,963 due to increased revenues.

- The proposed expenditure budget for the Other Financing Uses category increased by 100% or \$47,451 due to a change in local accounting practices. Contributions from the General Fund are now reflected as "Other Financing Sources (Uses)."

## ADDITIONAL FUNDING REQUESTS

Motor Pool submitted no additional funding requests.

## PERSONNEL

There are no personnel changes.

## BOARD ADOPTED

The Board adopted this budget as recommended.

## FY 2019-20 ADOPTED BUDGET TABLE

## MOTOR POOL RESERVE 3500-351

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	1,147,634	2,154,106	1,334,443	1,738,716	1,738,716	(415,390)
Use of Money and Property	62,441	50,000	63,420	50,000	50,000	0
Charges for Current Services	0	20,000	0	0	0	(20,000)
Other Revenues	0	25,000	38,283	25,000	25,000	0
<b>Total Revenues</b>	<b>1,210,075</b>	<b>2,249,106</b>	<b>1,436,146</b>	<b>1,813,716</b>	<b>1,813,716</b>	<b>(435,390)</b>
<b>Expenditures</b>						
Other Charges	1,009,754	2,431	1,082,763	2,236	2,236	(195)
Fixed Assets	208,157	2,187,106	6,506	1,811,480	1,811,480	(375,626)
<b>Total Expenditures</b>	<b>1,217,911</b>	<b>2,189,537</b>	<b>1,089,269</b>	<b>1,813,716</b>	<b>1,813,716</b>	<b>(375,821)</b>
<b>Net Revenues (Expenditures)</b>	<b>(7,836)</b>	<b>59,569</b>	<b>346,877</b>	<b>0</b>	<b>0</b>	<b>(59,569)</b>
<b>Additional Funding Support</b>						
3500 IGS Motor Pool	7,836	(59,569)	(346,877)	0	0	59,569
<b>Total Additional Funding Support</b>	<b>7,836</b>	<b>(59,569)</b>	<b>(346,877)</b>	<b>0</b>	<b>0</b>	<b>59,569</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Operating Revenue & Contribution category has decreased by 19% or \$415,390 due to vehicle purchases from FY 2017-18 carried forward into FY 2018-19 causing an inflation of the budget total in FY 2018-19.
- The proposed revenue budget for the Charges for Current Services category has decreased by 100% or \$20,000 due to reimbursable charges to other divisions that are not expected in FY 2019-20.
- The proposed expenditure budget for the Fixed Assets category has decreased by 17% or \$375,626 due to vehicle purchases from FY 2017-18 carried forward into FY 2018-19. Funding of \$1,811,480 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.

### ADDITIONAL FUNDING REQUESTS

Motor Pool Reserve submitted no additional funding requests.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.



## FY 2019-20 ADOPTED BUDGET TABLE

## HEAVY EQUIPMENT 3540-330

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Operating Revenue & Contribution	0	0	0	480,000	480,000	480,000
Use of Money and Property	19,603	9,000	20,662	10,000	10,000	1,000
Charges for Current Services	2,386,193	2,075,000	2,898,053	2,075,000	2,075,000	0
Other Revenues	27,819	7,161	0	0	0	(7,161)
<b>Total Revenues</b>	<b>2,433,615</b>	<b>2,091,161</b>	<b>2,918,715</b>	<b>2,565,000</b>	<b>2,565,000</b>	<b>473,839</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	965,317	908,920	885,445	944,293	944,293	35,373
Services and Supplies	1,276,028	1,611,193	1,156,509	1,684,041	1,684,041	72,848
Other Charges	611,246	192,169	551,661	157,699	157,699	(34,470)
Fixed Assets	212,649	78,308	0	0	0	(78,308)
Special Items	(132,067)	(130,000)	(140,764)	(14,242)	(14,242)	115,758
<b>Total Expenditures</b>	<b>2,933,173</b>	<b>2,660,590</b>	<b>2,452,851</b>	<b>2,771,791</b>	<b>2,771,791</b>	<b>111,201</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	78,308	0	235,855	235,855	157,547
Other Financing Uses	0	0	0	(29,064)	(29,064)	(29,064)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>78,308</b>	<b>0</b>	<b>206,791</b>	<b>206,791</b>	<b>128,483</b>
<b>Net Revenues (Expenditures)</b>	<b>(499,558)</b>	<b>(491,121)</b>	<b>465,864</b>	<b>0</b>	<b>0</b>	<b>491,121</b>
<b>Additional Funding Support</b>						
3540 Roads Heavy Equipment ISF	499,558	491,121	(465,864)	0	0	(491,121)
<b>Total Additional Funding Support</b>	<b>499,558</b>	<b>491,121</b>	<b>(465,864)</b>	<b>0</b>	<b>0</b>	<b>(491,121)</b>
<b>Staffing Positions</b>						
Allocated Positions	11.00	11.00	11.00	11.00	11.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Operating Revenue & Contribution category has increased by 100% or \$480,000 due to depreciation collection from the Roads Maintenance budget.
- The proposed expenditure budget for the Other Charges category has decreased by 18% or \$34,470 due to changes in local accounting practices.
- The proposed expenditure budget for the Fixed Assets category has decreased by 100% or \$78,308 due to the one-time allocation of funding in FY 2018-19 for the purchase of a trailer.
- The proposed expenditure budget for the Special Items category has increased by 11% or \$115,758 due to changes in local accounting practices a draw from Motor Pool Reimbursement is needed to create a net zero budget.
- The proposed revenue budget for the Other Financing Sources category has increased by 200% or \$157,547 due to changes in local accounting practices that requires the use of a "transfer in" to utilize fund balance and balance the budget.

### ADDITIONAL FUNDING REQUESTS

Heavy Equipment submitted no additional funding requests.

### PERSONNEL

There are no changes to personnel.

### BOARD ADOPTED

The Board adopted this budget as recommended.





# LAND USE

## PROGRAM DISCUSSION BY BUDGET UNIT

The Land Use Division's mission is to facilitate development by enforcing laws and regulations to protect residents and to provide for and maintain infrastructure. Land Use 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.

The Land Use program contains the following budget units:

### 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. This unit also ensures that county maintained facilities and infrastructure are not adversely impacted by development.

### 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.

### 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 ensures that activities by non-county entities within the public maintained road system do not negatively impact infrastructure or the public.

This program supports the Board of Supervisors' Strategic Framework by enforcing laws and regulations to protect residents and providing for and maintaining infrastructure.



## ACCOMPLISHMENTS



## GOALS

- Managed resources to ensure sustainability by forming two Permanent Road Divisions (assessment districts) to fund road maintenance.
  - Managed resources to ensure sustainability through the acquisition of right of way for various road improvement projects, vacating unnecessary right of ways and managing real property.
  - Fostered transparent, accessible, welcoming and user friendly services with the review and approval of Record of Surveys, subdivision maps, lot line adjustments, and other legal documents to be recorded/filed in the Office of the County Recorder.
  - Enforced laws and regulations with the issuance of transportation permits, special event permits, and encroachment permits for activities and improvements to the county maintained road system.
- Provide for and maintain infrastructure with the implementation of Accella into the division's workflow. This will allow for improved permitting processes through utilization of the same system as Planning and Building.
  - Manage resources to ensure sustainability of resources with the purchase of new survey equipment that will allow for improved efficiency.
  - Foster transparent, accessible, welcoming and user friendly services by implementing the web-based County Surveyor Index.



# FY 2019-20 ADOPTED BUDGET TABLE

# LAND USE 1100-166

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Charges for Current Services	461,440	524,660	464,375	524,660	524,660	0
Other Revenues	276	23	703	23	23	0
<b>Total Revenues</b>	<b>461,716</b>	<b>524,683</b>	<b>465,078</b>	<b>524,683</b>	<b>524,683</b>	<b>0</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	431,256	563,149	535,048	591,398	591,398	28,249
Services and Supplies	87,364	108,277	108,928	177,031	177,031	68,754
Other Charges	77,388	47,748	51,881	31,172	31,172	(16,576)
Special Items	(1,331)	(2,000)	(4)	(2,000)	(2,000)	0
<b>Total Expenditures</b>	<b>594,677</b>	<b>717,174</b>	<b>695,853</b>	<b>797,601</b>	<b>797,601</b>	<b>80,427</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	24,943	0	0	0
General Fund Contribution	0	0	0	272,918	272,918	272,918
Other Financing Uses	0	0	22	0	0	0
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>24,965</b>	<b>272,918</b>	<b>272,918</b>	<b>272,918</b>
<b>Net Revenues (Expenditures)</b>	<b>(132,961)</b>	<b>(192,491)</b>	<b>(205,810)</b>	<b>0</b>	<b>0</b>	<b>192,491</b>
<b>Additional Funding Support</b>						
1100 General Fund	132,961	192,491	205,810	0	0	(192,491)
<b>Total Additional Funding Support</b>	<b>132,961</b>	<b>192,491</b>	<b>205,810</b>	<b>0</b>	<b>0</b>	<b>(192,491)</b>
<b>Staffing Positions</b>						
Allocated Positions	5.00	5.00	5.00	5.00	5.00	0.00

## SIGNIFICANT CHANGES

- The proposed expenditure budget for the Services & Supplies category has increased by 63% or \$68,754 due to cost increases for insurance expenses.
- The proposed expenditure budget for the Other Charges category has decreased by 35% or \$16,576 due to the allocation of an Administrative Secretary in FY 2018-19 has decreased the need for Roads staffing to assist with Land Use activities, causing a reduction in expense reimbursements.
- The proposed General Fund Contribution has increased by 100% or \$272,918 due to changes in local accounting practices. Contributions from the General Fund are now reflected as "Other Financing Sources (Uses)". The proposed General Fund Contribution has actually increased by 42% or \$80,427. The increase in the General Fund Contribution is primarily due to a one-time allocation recommended in FY 2019-20 for increased insurance expense.

## ADDITIONAL FUNDING REQUESTS

Land Use submitted the following additional funding request: \$74,654 for an unanticipated increase in insurance costs by \$57,454 based on the way that insurance costs are distributed among budget units. In addition, overhead has increased causing a shortfall. There is not sufficient funding within the budget unit to cover this increased cost. Therefore, staffing for portions of the program will need to be reduced or eliminated.

This additional funding request is recommended at this time.

## PERSONNEL

There are no personnel changes.

## BOARD ADOPTED

The Board adopted this budget as recommended.

# FY 2019-20 ADOPTED BUDGET TABLE

# COUNTY SURVEYOR 1100-168

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Charges for Current Services	100,351	71,100	73,372	81,400	81,400	10,300
<b>Total Revenues</b>	<b>100,351</b>	<b>71,100</b>	<b>73,372</b>	<b>81,400</b>	<b>81,400</b>	<b>10,300</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	0	0	0	78,303	0	0
Services and Supplies	2,648	4,787	4,278	27,197	5,500	713
Other Charges	82,758	83,707	88,344	93,816	93,816	10,109
Fixed Assets	0	0	0	59,000	59,000	59,000
<b>Total Expenditures</b>	<b>85,406</b>	<b>88,494</b>	<b>92,622</b>	<b>258,316</b>	<b>158,316</b>	<b>69,822</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	26,861	0	0	0
General Fund Contribution	0	0	0	176,916	76,916	76,916
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>26,861</b>	<b>176,916</b>	<b>76,916</b>	<b>76,916</b>
<b>Net Revenues (Expenditures)</b>	<b>14,945</b>	<b>(17,394)</b>	<b>7,611</b>	<b>0</b>	<b>0</b>	<b>17,394</b>
<b>Additional Funding Support</b>						
1100 General Fund	(14,945)	17,394	(7,611)	0	0	(17,394)
<b>Total Additional Funding Support</b>	<b>(14,945)</b>	<b>17,394</b>	<b>(7,611)</b>	<b>0</b>	<b>0</b>	<b>(17,394)</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

## SIGNIFICANT CHANGES

- The proposed revenue budget for the Charges for Current Services category has increased by 13% or \$10,300 due to an increase in fees collected for survey maps.
- The proposed expenditure budget for the Other Charges category has increased by 12% or \$10,109 due to charges for county surveyor time to process county surveyor duties, staff time is reimbursed to the Roads Real Property budget unit.
- The proposed expenditure budget for the Fixed Assets category has increased by 100% or \$59,000 due to one-time allocation to purchase updated survey equipment. Funding of \$59,000 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.
- The proposed General Fund Contribution has increased by 100% or \$76,916 due to changes in local accounting practices. Contributions from the General Fund are now reflected as "Other Financing Sources (Uses)". The proposed General Fund Contribution has actually increased by 100% or \$59,522 due to the one-time allocation in FY 2019-20 to purchase updated survey equipment.

## ADDITIONAL FUNDING REQUESTS

County Surveyor submitted the following two additional funding requests:

- \$59,000 for the purchase of a Trimble S7 Robotic Total Station with a Trimble TSC7 Controller and the necessary Trimble Business Center support software.
- \$100,000 for 1.0 FTE Engineering Technician I to maintain the County Surveyor Index, including associated office expense and training needs for an additional staff member.

Request 1 is recommended at this time. Request 2 is not recommended at this time. While this request has merit it did not meet a priority level that allowed for it to be funded based on available financial resources.

## PERSONNEL

There are no personnel changes.

## BOARD ADOPTED

The Board adopted this budget as recommended.

## FY 2019-20 ADOPTED BUDGET TABLE

## ROADS-RIGHT OF WAY 1200-322

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Licenses and Permits	81,476	69,350	103,051	92,866	92,866	23,516
Charges for Current Services	164,485	127,000	121,096	127,000	127,000	0
Other Revenues	5,468	3,000	10,554	3,000	3,000	0
<b>Total Revenues</b>	<b>251,429</b>	<b>199,350</b>	<b>234,701</b>	<b>222,866</b>	<b>222,866</b>	<b>23,516</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	536,404	713,584	585,474	745,958	745,958	32,374
Services and Supplies	46,861	69,294	49,080	76,853	76,853	7,559
Other Charges	242,220	374,943	308,820	377,431	377,431	2,488
Fixed Assets	0	0	0	59,000	59,000	59,000
<b>Total Expenditures</b>	<b>825,485</b>	<b>1,157,821</b>	<b>943,374</b>	<b>1,259,242</b>	<b>1,259,242</b>	<b>101,421</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	5,235	1,054,484	1,054,484	1,054,484
Other Financing Uses	0	(7,332)	(8,732)	(18,108)	(18,108)	(10,776)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>(7,332)</b>	<b>(3,497)</b>	<b>1,036,376</b>	<b>1,036,376</b>	<b>1,043,708</b>
<b>Net Revenues (Expenditures)</b>	<b>(574,056)</b>	<b>(965,803)</b>	<b>(712,170)</b>	<b>0</b>	<b>0</b>	<b>965,803</b>
<b>Additional Funding Support</b>						
1200 Roads	574,056	965,803	712,170	0	0	(965,803)
<b>Total Additional Funding Support</b>	<b>574,056</b>	<b>965,803</b>	<b>712,170</b>	<b>0</b>	<b>0</b>	<b>(965,803)</b>
<b>Staffing Positions</b>						
Allocated Positions	9.00	9.00	9.00	7.00	7.00	(2.00)

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Licenses & Permits category has increased by 34% or \$23,516 due to projected increases to Business Licenses and Encroachment Permits based on historical trends.
- The proposed expenditure budget for the Fixed Assets category has increased by 100% or \$59,000 due to the purchase of a Robotic Total Station and Controller surveyor equipment to replace manual equipment purchased in 2008 that has reached its useful life. Funding of \$59,000 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.
- The proposed revenue budget for the Other Financing Sources category has increased by 100% or \$1,054,484 due to changes in local accounting practices. The use of fund balance is now reflected as a "Transfer In" in order to balance the budget.

### ADDITIONAL FUNDING REQUESTS

Roads-Right of Way submitted no additional funding requests.

### PERSONNEL

A decrease of 2.0 FTE is proposed. The decrease is due to the deallocation of Engineering Technician I/II positions held frozen and unfunded.

#### Deallocate

2.0 Engineering Technician I/II (Frozen)

### BOARD ADOPTED

The Board adopted this budget as recommended.



# NATURAL RESOURCES

(1720 289)

## PROGRAM DISCUSSION BY BUDGET UNIT

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

Humboldt County serves as the regional grant administrator for the North Coast Resource Partnership (NCRP) which was initiated in 2004 in collaboration with the counties of Sonoma, Modoc, Mendocino, Trinity, Del Norte and Siskiyou. Division staff manages Proposition 84 and Proposition 1 water bond funded grant agreements as well as grants from other sources. The Division provides support to the Humboldt County Fire Safe Council and implements programs to benefit fire safety and hazard mitigation.

This budget unit consists of multiple, multi-year grants that are used to convey funding to sub grantees for planning and project implementation. Grant funds and General Funds have also been used to support county administration of grant agreements, management of sub grantees and contractors, and the pursuit of additional project funding.

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

In FY 2019-20, the work supporting Proposition 84 grants will continue. The Budget includes three Proposition 84 project grants which support over 42 infrastructure and restoration projects in the NCRP service area. The Division will continue to work on the

North Coast Integrated Regional Water Management Plan with support from a Proposition 1 planning grant. This grant also funds a disadvantaged community and Tribal involvement program which will continue to provide planning and technical assistance for Tribes and economically disadvantaged communities to be involved with the NCRP 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 NRP 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 multiple state and federal grant programs as well as Secure Rural Schools Title III county funds.

This program contains budget unit 1720 289, and supports the Board of Supervisors' Strategic Framework by creating opportunities for improved safety and health, managing our resources to ensure sustainability of services, facilitating public/private partnerships to solve problems, building interjurisdictional and regional cooperation, and advancing local interests in natural resource discussions.

## FY 2019-20 ADOPTED BUDGET TABLE

## NATURAL RESOURCES 1720-289

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Use of Money and Property	36	0	57	0	0	0
Other Governmental Agencies	5,682,747	11,296,689	7,602,279	11,823,385	11,823,385	526,696
Charges for Current Services	8,998	15,000	24,673	15,000	15,000	0
Other Revenues	0	650	0	0	0	(650)
General Fund Contribution	0	20,000	20,000	20,000	20,000	0
<b>Total Revenues</b>	<b>5,691,781</b>	<b>11,332,339</b>	<b>7,647,009</b>	<b>11,858,385</b>	<b>11,858,385</b>	<b>526,046</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	403,038	417,606	388,620	402,699	402,699	(14,907)
Services and Supplies	40,774	87,446	46,688	136,510	136,510	49,064
Other Charges	5,345,028	10,826,637	8,452,067	11,389,176	11,389,176	562,539
Special Items	(14,149)	0	(6,829)	(20,000)	(20,000)	(20,000)
<b>Total Expenditures</b>	<b>5,774,691</b>	<b>11,331,689</b>	<b>8,880,546</b>	<b>11,908,385</b>	<b>11,908,385</b>	<b>576,696</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	797,108	50,000	50,000	50,000
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>797,108</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>
<b>Net Revenues (Expenditures)</b>	<b>(82,910)</b>	<b>650</b>	<b>(436,429)</b>	<b>0</b>	<b>0</b>	<b>(650)</b>
<b>Additional Funding Support</b>						
1720 Northcoast Resource Partnership	82,910	(650)	436,429	0	0	650
<b>Total Additional Funding Support</b>	<b>82,910</b>	<b>(650)</b>	<b>436,429</b>	<b>0</b>	<b>0</b>	<b>650</b>
<b>Staffing Positions</b>						
Allocated Positions	4.00	4.00	4.00	4.00	4.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Other Governmental Agencies category increased by 5% or \$526,696 due to increased grant funding allocations.
- The proposed expenditure budget for the Services & Supplies category has increased by 56% or \$49,064 due to changes in local accounting practices. Expenses previously budgeted in "Other Charges" are now reflected in "Services and Supplies".
- The proposed expenditure budget for the Other Charges category has increased by 5% or \$562,539 due to multiple multi-year grants and progress fluctuates from year to year.
- The proposed expenditure budget for the Special Items category has decreased by 100% or \$20,000 due to funding allocated to assist the Humboldt County Fire Chiefs Association with fire service planning through Measure Z.
- The proposed revenue budget for the Other Financing Sources category has increased by 100% or \$50,000 due to changes in local accounting practices. Transfers from trust funds are now reflected as "Other Financing Sources."

### ADDITIONAL FUNDING REQUESTS

Natural Resources submitted the following additional funding request: \$20,000 to leverage additional grant funds and increase staff capacity, as well as to cover operational expenses that can not be reimbursed with grant funds. The General Fund allocation in FY 2018-19 has been used to leverage millions of dollars and increase staff ability to participate in the statewide arena to advocate for additional funding and resources for Humboldt and the whole North Coast Region. This relatively small investment has proven to pay itself back many times over.

This additional funding request is recommended at this time.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.

## ACCOMPLISHMENTS



## GOALS

- Built interjurisdictional and regional cooperation with 18 grant funded projects in FY 2018-19 that allowed for water quality improvements, from infrastructure improvement to watershed and habitat restoration.
  - Managed resources to ensure sustainability with 7 grant funded projects that provided infrastructure related to water and wastewater improvement and restored watersheds throughout the region.
  - Protected vulnerable populations with 13 grant funded projects that benefited disadvantaged communities who were in dire need of infrastructure improvement for a reliable water source. Two of these projects restored vulnerable watersheds to increase the habitat for endangered and threatened species. Also provided for and maintained infrastructure with 25 grant funded projects that restore important sensitive habitat for threatened species.
  - Created opportunities for improved health and safety by updating the Humboldt County Community Wildfire Protection Plan in FY 2018-19. This accomplishment was the culmination of two years of collaboration among members of the Humboldt County Fire Safe Council (HCFSC).
  - Supported the self-reliance of citizens with 38 property owners who participated in the FLASH program. There were 88 sites visited by contracting FLASH Technicians who completed 33 home risk assessments that provided recommendations for priority wildfire risk reduction measures.
  - Sought outside funding sources with a grant award of \$55,000 to support prescribed fire planning and education in partnership with University of California Cooperative Extension, volunteer fire departments, and private property owners. This work will mitigate wildfire hazards by increasing the ability of private property owners to conduct prescribed fire on their own land.
  - Facilitated public/private partnerships to solve problems, by working with NCRP to gain recognition resulting in their being selected to administer \$4.25 million in funding for 7 counties to implement local and regional projects to improve forest health and increase fire resiliency.
- Seek outside funding sources to benefit Humboldt County needs by pursuing projects that benefit Humboldt County watersheds and water and wastewater infrastructure.
  - Protect vulnerable populations by administering the California Fire Safe Council grant to support prescribed fire planning and education in partnership with University of California Cooperative Extension, volunteer fire departments, and private property owners.
  - Build interjurisdictional and regional cooperation by launching and implementing the California Natural Resources Agency and Department of Conservation funded \$4.25 million Regional Forest and Fire Capacity Program block grant.
  - Seek outside funding sources to benefit Humboldt County needs to implement the Humboldt County Community Wildfire Protection Plan and other Division initiatives.
  - Manage resources to ensure sustainability by completing all grant projects and close-out obligations, ensure that all projects are completed to the standards of the grant agreement and achieve the desired benefits, and continue to maintain good standing as the regional grant administrator.





# PARKS & TRAILS

## PROGRAM DISCUSSION BY BUDGET UNIT

Parks and Trails provides for operation, maintenance, management and project development for the County Park and trail system. County Parks and Trails comprise 16 park sites, the five-mile Hammond Coastal Trail and the 1,000-acre McKay Community Forest. Public Works takes a leadership role in advancing regional trails.

The mission of the Parks Division is to provide high-quality outdoor recreational experiences in a safe environment and to implement responsible, science-based land stewardship. The Parks Division focuses on maintaining clean, safe, and accessible facilities and protecting 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 General Fund. Four of the 16 county parks have day-use fees and five parks have campgrounds with associated fees. Fees were increased in 2016 to improve budget stability. The Bicycles & Trailways budget funds maintenance and other non-reimbursable work along with grant-funded work to develop trail projects. Historically the baseline budget for Bicycles & Trailways has been funded through the Transportation Development Act (TDA). However, TDA funds were fully utilized for transit needs in recent years and not available for this budget unit, forcing reliance on limited carry-over funds. A TDA contribution to the Bicycles & Trailways budget was restored in FY 2018-2019. 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 building a forest management program and reinvesting in infrastructure, resulting in the need to borrow funds to cover initial costs. This budget unit includes a \$105,931 loan from the General Fund.

Parks staff administer fee collection and monitor 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. The Parks Division issues permits and administers special events and commercial filming at park facilities, and coordinates with federal and state agencies and local organizations on resource management issues. 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.

This program supports the Board's Strategic Framework by providing for and maintaining infrastructure, providing community-appropriate levels of service, managing our resources to ensure sustainability of services, fostering transparent, accessible, welcoming and user-friendly levels of services, and facilitating public/private partnerships to solve problems.



## ACCOMPLISHMENTS

- Created opportunities for improved safety and health by securing funding of \$13.3 million for construction of the project to complete the four-mile gap in the Humboldt Bay Trail between Eureka and Arcata.
- Created opportunities for improved safety and health and by completing the environmental phase for the Manila Highway 255 Shared Use Path Project to construct a half-mile path between Dean Street/Pacific Avenue and Carlson Road.
- Facilitated public/private partnerships to solve problems by coordinating with Friends of the Dunes for a connection to the Humboldt Coastal Nature Center.
- Fostered transparent, accessible welcoming and user friendly services by completing the draft McKay Community Forest Trail Plan. This plan proposes a trail network of 27 miles of multi-use roads, multi-use trails, hiking trails, mountain bike trails and 1.5 miles of fully accessible trails and 0.7 miles of improved access trails and by initiating work with the California Conservation Corps for vegetation management and site preparation.
- Facilitated public/private partnerships to solve problems and created opportunities for improved safety and health by assisting the City of Blue Lake in obtaining a license agreement for the Annie & Mary Trail Phase 1 project, supported Caltrans in applying for funds to implement the Annie & Mary Trail Phase 2 project and coordinated with the City of Arcata to plan the Annie & Mary Trail connection to Mad River Park 1.
- Created opportunities for improved safety and health by coordinating with community members and public agencies to install 16 public safety signs warning the public about dangerous ocean conditions at Big Lagoon County Park and the west end of C Street in Big Lagoon.
- Facilitated partnerships to solve problems by coordinating with Bureau of Land Management to develop a cooperative management agreement for Table Bluff County Park, located at the southern entrance of the Mike Thompson Wildlife Area, South Spit.
- Provided community-appropriate levels of service by coordinating with the County Administrative Office ADA compliance team to eliminate access barriers at Freshwater Park, Clam Beach and A.W. Way. Freshwater Park received a new playground, Clam Beach received new restrooms, and all three parks received improvements to accessible routes.
- Provided for and maintained infrastructure by operating, maintaining, and repairing facilities at county Parks and trails with an emphasis on ensuring safe conditions for visitors and employees. Responded to hazard tree conditions along the Hammond Trail, Big Lagoon County Park and Van Duzen County Park.



## GOALS

- Create opportunities for improved safety and health and foster transparent, accessible welcoming and user friendly services by acquiring the necessary right-of-way, develop a plan for wetland mitigation, obtain the required permits and approvals, and complete the final design phase for the Humboldt Bay Trail South project.
- Create opportunities for improved safety and health and foster transparent, accessible welcoming and user friendly services by completing the final design phase of the Manila Highway 255 Shared Use Path Project.
- Facilitate public/private partnerships to solve problems by supporting the City of Arcata in completing the planning study for the Annie & Mary Trail Connectivity Project from Foster Avenue to West End Road and the Humboldt Bay Municipal Water District's Mad River Park 1.
- Provide for and maintain infrastructure by completing a preliminary engineering study for a separated bike path along the North Coast Railroad Authority and Caltrans State Route 255 transportation corridor between V Street in Arcata and Young Lane in Manila.
- Provide for and maintain infrastructure, create opportunities for improved safety and health and foster transparent, accessible welcoming and user friendly services by receiving approval from the Board of Supervisors for the McKay Community Forest Trail Plan and associated environmental document and initiating construction of trails and open the Community Forest for public access.
- Provide for and maintain infrastructure by completing the McKay Community Forest Phase II acquisition of approximately 197 acres contiguous to the south end of the existing McKay Community Forest.
- Manage resources to ensure sustainability of services by retaining a registered professional forester to develop a non-industrial timber management plan for the McKay Community Forest.
- Manage resources to ensure sustainability of services by developing and implementing a staffing plan for maintaining and patrolling the McKay Community Forest.
- Provide for and maintain infrastructure by completing the environmental document for replacement of the boat ramp at the Jimmy Smith Fields Landing Boat Launch Facility.
- Support Caltrans in securing funding to complete the design, permitting, and construction of the Annie & Mary Trail Phase 2 project between Blue Lake and Glendale along Highway 299.



## FY 2019-20 ADOPTED BUDGET TABLE

## PARKS & RECREATION 1100-713

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Licenses and Permits	527	1,400	2,652	1,650	1,650	250
Other Governmental Agencies	55,604	1,800	2,294	1,500	1,500	(300)
Charges for Current Services	501,109	485,000	508,730	485,000	485,000	0
Other Revenues	1,983	47,499	1,055	37,216	37,216	(10,283)
<b>Total Revenues</b>	<b>559,223</b>	<b>535,699</b>	<b>514,731</b>	<b>525,366</b>	<b>525,366</b>	<b>(10,333)</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	458,852	503,838	499,821	590,561	590,561	86,723
Services and Supplies	270,298	355,603	367,042	251,660	251,660	(103,943)
Other Charges	61,458	67,860	63,677	39,217	39,217	(28,643)
Fixed Assets	16,272	0	0	32,000	32,000	32,000
<b>Total Expenditures</b>	<b>806,880</b>	<b>927,301</b>	<b>930,540</b>	<b>913,438</b>	<b>913,438</b>	<b>(13,863)</b>
<b>Other Financing Sources (Uses)</b>						
General Fund Contribution	0	0	0	388,072	388,072	388,072
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>388,072</b>	<b>388,072</b>	<b>388,072</b>
<b>Net Revenues (Expenditures)</b>	<b>(247,657)</b>	<b>(391,602)</b>	<b>(415,809)</b>	<b>0</b>	<b>0</b>	<b>391,602</b>
<b>Additional Funding Support</b>						
1100 General Fund	247,657	391,602	415,809	0	0	(391,602)
<b>Total Additional Funding Support</b>	<b>247,657</b>	<b>391,602</b>	<b>415,809</b>	<b>0</b>	<b>0</b>	<b>(391,602)</b>
<b>Staffing Positions</b>						
Allocated Positions	6.00	7.00	7.00	7.00	7.00	0.00

## SIGNIFICANT CHANGES

- The proposed revenue budget for the Other Revenues category has decreased by 22% or \$10,283 due to the completion of the marbled murrelet habitat evaluation at Van Duzen County Park.
- The proposed expenditure budget for the Salaries & Employee Benefits category has increased by 17% or \$86,723 due to the allocation of a new park caretaker position in fiscal year 2018-19.
- The proposed expenditure budget for the Services & Supplies category has decreased by 29% or \$103,943 due to decreased insurance costs.
- The proposed expenditure budget for the Other Charges category has decreased by 42% or \$28,643 due to the completion of deferred maintenance at the Mckinleyville Parks office which is rented from Aviation.
- The proposed expenditure budget for the Fixed Assets category has increased by 100% or \$32,000 due to the purchase of a new truck for the Parks Caretaker position. Funding of \$32,000 is recommended for fixed assets; additional details on the proposed equipment and projects are available

in the Capital Expenditures table.

- The proposed General Fund Contribution has increased by 100% or \$388,072 due to changes in local accounting practices. Contributions from the General Fund are now reflected as "Other Financing Sources (Uses)". The proposed General Fund Contribution has actually decreased by 1% or \$3,530 due to a one time allocation in FY 2018-19 for deferred maintenance needs at the Parks maintenance shop.

## ADDITIONAL FUNDING REQUESTS

Parks & Recreation submitted no additional funding requests.

## PERSONNEL

There are no personnel changes.

## BOARD ADOPTED

The Board adopted this budget as recommended.

## FY 2019-20 ADOPTED BUDGET TABLE

## BICYCLES & TRAILWAYS 1710-715

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Taxes	0	0	65,000	0	0	0
Use of Money and Property	3,878	3,500	1,601	3,500	3,500	0
Other Governmental Agencies	751,425	969,200	371,238	2,540,000	2,540,000	1,570,800
Other Revenues	15,000	87,970	0	91,941	91,941	3,971
<b>Total Revenues</b>	<b>770,303</b>	<b>1,060,670</b>	<b>437,839</b>	<b>2,635,441</b>	<b>2,635,441</b>	<b>1,574,771</b>
<b>Expenditures</b>						
Services and Supplies	17,488	27,191	25,989	42,627	42,627	15,436
Other Charges	57,267	70,448	68,094	40,588	40,588	(29,860)
Fixed Assets	828,748	962,300	355,555	2,545,000	2,545,000	1,582,700
<b>Total Expenditures</b>	<b>903,503</b>	<b>1,059,939</b>	<b>449,638</b>	<b>2,628,215</b>	<b>2,628,215</b>	<b>1,568,276</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Uses	0	(731)	(603)	(7,226)	(7,226)	(6,495)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>(731)</b>	<b>(603)</b>	<b>(7,226)</b>	<b>(7,226)</b>	<b>(6,495)</b>
<b>Net Revenues (Expenditures)</b>	<b>(133,200)</b>	<b>0</b>	<b>(12,402)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Additional Funding Support</b>						
1710 Forest Resources and Recreation	133,200	0	12,402	0	0	0
<b>Total Additional Funding Support</b>	<b>133,200</b>	<b>0</b>	<b>12,402</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Other Governmental Agencies category has increased by 162% or \$1,570,800 due to allocation of funds for right-of-way acquisition, permitting, and final design for the Humboldt Bay Trail South project.
- The proposed expenditure budget for the Other Charges category has decreased by 33% or \$29,860. In FY 18-19 there was an adjusted allocation for storm damage trail cleanup. FY 19-20 reflects a standard allocation for normal expenditures.
- The proposed expenditure budget for the Fixed Assets category has increased by 164% or \$1,582,700 due to allocation of funds for right-of-way acquisition, permitting, and final design for the Humboldt Bay Trail South project. Funding of \$2,545,000 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.

### ADDITIONAL FUNDING REQUESTS

Bicycles & Trailways submitted no additional funding requests.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.



## FY 2019-20 ADOPTED BUDGET TABLE

## McKAY COMMUNITY FOREST 1710-716

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Other Governmental Agencies	175,375	6,833	0	874,382	874,382	867,549
Other Revenues	99,181	200,030	4,311	604,049	604,049	404,019
<b>Total Revenues</b>	<b>274,556</b>	<b>206,863</b>	<b>4,311</b>	<b>1,478,431</b>	<b>1,478,431</b>	<b>1,271,568</b>
<b>Expenditures</b>						
Services and Supplies	29,911	33,850	14,378	83,400	83,400	49,550
Other Charges	58,612	78,013	77,312	35,031	35,031	(42,982)
Fixed Assets	186,033	95,000	68,719	1,360,000	1,360,000	1,265,000
<b>Total Expenditures</b>	<b>274,556</b>	<b>206,863</b>	<b>160,409</b>	<b>1,478,431</b>	<b>1,478,431</b>	<b>1,271,568</b>
<b>Net Revenues (Expenditures)</b>	<b>0</b>	<b>0</b>	<b>(156,098)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Additional Funding Support</b>						
1710 Forest Resources and Recreation	0	0	156,098	0	0	0
<b>Total Additional Funding Support</b>	<b>0</b>	<b>0</b>	<b>156,098</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Other Governmental Agencies category has increased by 12,790% or \$867,549 due to grant funding for the McKay Community Forest Phase II acquisition of approximately 197 acres.
- The proposed revenue budget for the Other Revenues category has increased by 202% or \$404,019 due to funding for the McKay Community Forest Phase II acquisition of approximately 197 acres.
- The proposed expenditure budget for the Services & Supplies category has increased by 146% or \$49,550 due to retaining the services of a registered professional forester to prepare a non-industrial timber management plan. Construction of recreational trails will be initiated including retaining contractors and purchasing minor equipment.
- The proposed expenditure budget for the Other Charges category has decreased by 55% or \$42,982 due to the completion of the current timber harvest plan.
- The proposed expenditure budget for the Fixed Assets category increased by 1,330% or \$1,265,000 due to the McKay Community Forest Phase II acquisition of approximately 197 acres. Funding of \$1,360,000 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.

### ADDITIONAL FUNDING REQUESTS

McKay Community Forest submitted no additional funding requests

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.





# ROADS

## PROGRAM DISCUSSION BY BUDGET UNIT

Roads 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).

The Roads budget group funds the following services for the Public Works Department:

### 1200 320 Roads Business

The Roads 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, 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. Staff submit the annual Transportation Development Act claim to the Humboldt County Association of Governments for allocation of funds to transit operators and manages transit service agreements. The division handles all federal and state audit reviews for Public Works.

### 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 responsible for inspecting projects during construction

to assure compliance with the design plans and specifications and good engineering practices.

### 1200 325 Roads Maintenance

The Road Maintenance Division performs routine maintenance for all county roads and bridges. The division 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

### 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.

### 1200 888 Roads General Purpose Revenues

This budget unit collects 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.

### 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.

This program supports the Board of Supervisors' Strategic Framework by providing for and maintaining infrastructure, creating opportunities for improved safety and health, and managing our resources to ensure sustainability of services.

## ACCOMPLISHMENTS



## GOALS

- Provided for and maintained infrastructure by slurry sealing 12 miles of roads, hot mix asphalt blanket patching, and pothole patching on various county roads throughout the county.
  - Provided for and maintained infrastructure by repairing and replacing approximately 15 culverts on county roads in Benbow, Kneeland, Shelter Cove, Mattole, and unincorporated areas of Eureka and Arcata.
  - Provided for and maintained infrastructure by repairing of storm damage sites from the 2017 and 2019 disasters on various roads throughout the county.
  - Managed resources to ensure sustainability of services and creating opportunities for improved safety and health by securing grant funding for various safety improvements, including: \$25,000 for McKinleyville Avenue Safe Routes to Schools project; \$226,000 for Garberville Complete Streets; and \$75,000 for a Redway Systematic Safety Analysis Report.
  - Provided for and maintained infrastructure and foster transparent, accessible, welcoming and user friendly services by completing the design phase, bidding phase and beginning construction of 154 ADA compliant curb ramps, ADA Curb Ramp Improvements – Phase 1 project, in the unincorporated areas surrounding the City of Eureka, which include Cutten, Myrtle town, Rosewood, and Pine Hill.
  - Provided for and maintained infrastructure through the completion of the County Wide High Reflectivity Striping Project, Red Cap Road Bridge Replacement, Jacoby Creek Bridge Rehabilitation, Dinner Creek Culvert Replacement, and the Myrtle Ave Pedestrian Signal.
- Provide for and maintain infrastructure through the planned replacement or repair of approximately 30 culverts on various county roads throughout the county.
  - Provide for and maintain infrastructure by chip sealing approximately 12 miles of various county roads and approximately 17,000 tons hot asphalt patch and pave at various sites, as well as continue pothole patching throughout the county.
  - Manage our resources to ensure sustainability of services by securing funding from the Federal Highway Administration and the Federal Emergency Management Agency for designing and constructing repairs for approximately 60 sites damaged by storm events in 2019 and 200 sites damaged in 2017.
  - Provide for and maintain infrastructure and foster transparent, accessible, welcoming and user friendly services through the completion of 154 ADA compliant curb ramps in phase 1 of the ADA Curb Ramp Improvement project in the unincorporated areas surrounding the City of Eureka, including Cutten, Myrtle town, Rosewood, and Pine Hill, and by designing and constructing ADA compliant curb ramps at all signalized intersections in Phase 2 of the project.
  - Provide for and maintain infrastructure and create opportunities for improved safety and health through the construction of crosswalk enhancements on Myrtle Avenue at Pennsylvania Avenue, Harrison Avenue at Roane Avenue, and Harris Street at Redwood Acres.
  - Provide for and maintain infrastructure and manage our resources to ensure sustainability of services by completing the design phase and securing construction funding for the replacement of Swain Slough Bridge on Pine Hill Road.
  - Enforce laws and regulations to protect residents and foster transparent, accessible, welcoming and user-friendly services by meeting terms of the September 7, 2016, Department of Justice consent decree for ADA compliance on or before September 7, 2019 and entering into a transition plan to remove Public Rights of Way and remaining curb ramp barriers over an extend period of time.



# FY 2019-20 ADOPTED BUDGET TABLE

# ROADS ADMINISTRATION 1200-320

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Other Governmental Agencies	0	0	19	0	0	0
Charges for Current Services	230,677	340,000	277,968	300,000	300,000	(40,000)
Other Revenues	69,879	0	615	105	105	105
<b>Total Revenues</b>	<b>300,556</b>	<b>340,000</b>	<b>278,602</b>	<b>300,105</b>	<b>300,105</b>	<b>(39,895)</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	886,217	951,169	978,431	1,015,632	1,015,632	64,463
Services and Supplies	89,042	103,103	92,725	109,737	109,737	6,634
Other Charges	147,757	108,637	108,389	116,488	116,488	7,851
<b>Total Expenditures</b>	<b>1,123,016</b>	<b>1,162,909</b>	<b>1,179,545</b>	<b>1,241,857</b>	<b>1,241,857</b>	<b>78,948</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	0	1,008,530	1,008,530	1,008,530
Other Financing Uses	0	(53,314)	(36,048)	(66,778)	(66,778)	(13,464)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>(53,314)</b>	<b>(36,048)</b>	<b>941,752</b>	<b>941,752</b>	<b>995,066</b>
<b>Net Revenues (Expenditures)</b>	<b>(822,460)</b>	<b>(876,223)</b>	<b>(936,991)</b>	<b>0</b>	<b>0</b>	<b>876,223</b>
<b>Additional Funding Support</b>						
1200 Roads	822,460	876,223	936,991	0	0	(876,223)
<b>Total Additional Funding Support</b>	<b>822,460</b>	<b>876,223</b>	<b>936,991</b>	<b>0</b>	<b>0</b>	<b>(876,223)</b>
<b>Staffing Positions</b>						
Allocated Positions	10.00	10.00	10.00	10.00	10.00	0.00

## SIGNIFICANT CHANGES

- The proposed revenue budget for the Charges for Current Services category has decreased by 12% or \$40,000 due to a reduction in billing to Motor Pool for administrative services.
- The proposed expenditure budget for the Salaries & Employee Benefits category has increased by 7% or \$64,463 due to negotiated salary and benefit increases.
- The proposed expenditure budget for the Other Charges category has increased by 7% or \$7,851 due to changes in cost allocation charges as approved by the State Controller.
- The proposed revenue budget for Other Financing Sources has increased by 100% or \$1,008,530 primarily due to a changes in local accounting practices. The use of fund balance is now reflected as a "transfer in" in order to balance the budget.
- The proposed expenditure budget for Other Financing Uses has increased by 21% or \$13,464 due to an increase cost to Roads Administration from the County Cost Plan.

## ADDITIONAL FUNDING REQUESTS

Roads Administration submitted no additional funding requests.

## PERSONNEL

There are no personnel changes.

## BOARD ADOPTED

The Board adopted this budget as recommended.



## FY 2019-20 ADOPTED BUDGET TABLE

## ROADS ENGINEERING 1200-321

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Taxes	220	0	113	0	0	0
Other Governmental Agencies	5,962,578	14,654,175	9,985,532	15,275,000	15,275,000	620,825
Charges for Current Services	184,121	15,000	335,168	15,000	15,000	0
Other Revenues	0	1,000,030	15	646,847	646,847	(353,183)
<b>Total Revenues</b>	<b>6,146,919</b>	<b>15,669,205</b>	<b>10,320,828</b>	<b>15,936,847</b>	<b>15,936,847</b>	<b>267,642</b>
<b>Expenditures</b>						
Capital Contracts	3,995,686	8,446,782	5,762,307	3,501,345	3,501,345	(4,945,437)
Salaries & Employee Benefits	1,143,113	1,437,724	1,142,102	1,448,576	1,448,576	10,852
Services and Supplies	2,255,468	5,981,850	4,925,549	11,153,287	11,153,287	5,171,437
Other Charges	79,153	63,367	9,420	32,251	32,251	(31,116)
Fixed Assets	0	20,000	0	0	0	(20,000)
<b>Total Expenditures</b>	<b>7,473,420</b>	<b>15,949,723</b>	<b>11,839,378</b>	<b>16,135,459</b>	<b>16,135,459</b>	<b>185,736</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	0	343,193	343,193	343,193
Other Financing Uses	0	(73,274)	(102,662)	(144,581)	(144,581)	(71,307)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>(73,274)</b>	<b>(102,662)</b>	<b>198,612</b>	<b>198,612</b>	<b>271,886</b>
<b>Net Revenues (Expenditures)</b>	<b>(1,326,501)</b>	<b>(353,792)</b>	<b>(1,621,212)</b>	<b>0</b>	<b>0</b>	<b>353,792</b>
<b>Additional Funding Support</b>						
1200 Roads	1,326,501	353,792	1,621,212	0	0	(353,792)
<b>Total Additional Funding Support</b>	<b>1,326,501</b>	<b>353,792</b>	<b>1,621,212</b>	<b>0</b>	<b>0</b>	<b>(353,792)</b>
<b>Staffing Positions</b>						
Allocated Positions	13.00	13.00	13.00	12.00	12.00	(1.00)

## SIGNIFICANT CHANGES

- The proposed revenue budget for Other Governmental Agencies category has increased by 4% or \$620,825 due to additional funding from FEMA for storm damage repairs.
- The proposed revenue budget for the Other Revenues category has decreased by 35% or \$353,183 due to the spend down of the ADA Curb Ramp Improvement project. The remaining balance of \$646,847 will be carried forward in FY 19-20.
- The proposed expenditure budget for the Capital Contracts category has decreased by 59% or \$4,945,437 due to completion of ADA curb ramps, storm repairs, and pedestrian crossings in FY 19-20.
- The proposed expenditure budget for the Services & Supplies category has increased by 86% or \$5,171,437. Construction contracts are budgeted in professional services until the contracts are assigned.
- The proposed expenditure budget for the Other Charges category has decreased by 49% or \$31,116 due to changes in cost allocation as approved by the State Controller.
- The proposed expenditure budget for the Fixed Assets category has decreased by 100% or \$20,000

due to the one-time allocation in FY 18-19 to purchase equipment for the engineering lab.

- The proposed revenue budget for the Other Financing Sources category has increased by 100% or \$343,193 due to a change in local accounting practices. The use of fund balance is now reflected as a "transfer in."
- The proposed expenditure budget for the Other Financing Uses category has increased by 97% or \$71,307 due to an increase from the County Cost Plan.

## ADDITIONAL FUNDING REQUESTS

Roads Engineering submitted no additional funding requests.

## PERSONNEL

A decrease of 1.0 FTE is proposed. The decrease is due to a change in organizational structure.

### Deallocate

1.0 Senior Engineering Technician

## BOARD ADOPTED

The Board adopted this budget as recommended.

## FY 2019-20 ADOPTED BUDGET TABLE

## ROADS MAINTENANCE 1200-325

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Charges for Current Services	138,684	74,000	112,480	74,000	74,000	0
Other Revenues	12,706	5,000	25,049	5,000	5,000	0
General Fund Contribution	0	0	0	3,000,000	547,060	547,060
<b>Total Revenues</b>	<b>151,390</b>	<b>79,000</b>	<b>137,529</b>	<b>3,079,000</b>	<b>626,060</b>	<b>547,060</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	4,558,292	4,644,142	4,609,707	5,787,897	5,787,897	1,143,755
Services and Supplies	3,974,191	5,395,961	5,428,499	8,507,971	6,055,031	659,070
Other Charges	226,317	272,469	288,932	200,988	200,988	(71,481)
Fixed Assets	16,655	134,938	134,352	55,000	55,000	(79,938)
<b>Total Expenditures</b>	<b>8,775,455</b>	<b>10,447,510</b>	<b>10,461,490</b>	<b>14,551,856</b>	<b>12,098,916</b>	<b>1,651,406</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	0	11,560,792	11,560,792	11,560,792
Other Financing Uses	0	(49,148)	(49,148)	(87,936)	(87,936)	(38,788)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>(49,148)</b>	<b>(49,148)</b>	<b>11,472,856</b>	<b>11,472,856</b>	<b>11,522,004</b>
<b>Net Revenues (Expenditures)</b>	<b>(8,624,065)</b>	<b>(10,417,658)</b>	<b>(10,373,109)</b>	<b>0</b>	<b>0</b>	<b>10,417,658</b>
<b>Additional Funding Support</b>						
1200 Roads	8,624,065	10,417,658	10,373,109	0	0	(10,417,658)
<b>Total Additional Funding Support</b>	<b>8,624,065</b>	<b>10,417,658</b>	<b>10,373,109</b>	<b>0</b>	<b>0</b>	<b>(10,417,658)</b>
<b>Staffing Positions</b>						
Allocated Positions	86.00	85.00	85.00	72.00	72.00	(13.00)

## SIGNIFICANT CHANGES

- The proposed General Fund Contribution has increased by 100% or \$547,060 due to additional funding request being partially funded for chip sealing, slurry sealing, culvert replacement, substructure repairs, and associated repair to help prevent some county roads from failing and to provide a driving surfacing that allows law enforcement, fire protection, and emergency services to travel to their destination safely and without obstructions such as potholes or pavement failures, which could damage their vehicles. Road Maintenance faces a \$10 million shortfall of funding each year, even with the increase revenue from SB1.
- The proposed expenditure budget for the Salaries & Benefits category has increased by 25% or \$1,143,755 due to allocating five Road Maintenance Worker I/II's and five Road Maintenance Worker III's.
- The proposed expenditure budget for the Services & Supplies category has increased by 12% or \$659,070 due to an increase in heavy equipment usage.
- The proposed expenditure budget for the Other Charges category has decreased by 26% or \$71,481 due to changes in cost allocation charges as approved by the State Controller.
- The proposed expenditure budget for the Fixed Assets category has decreased by 59% or \$79,938 due to the one-time allocation of funding to purchase a vehicle, toolbox and additional equipment in FY 2018-19. Funding of \$55,000 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.
- The proposed revenue budget for the Other Financing Sources category has increased by 100% or \$11,560,792 due to a changes in local accounting practices. The use of fund balance is now reflected as a "transfer in" in order to balance the budget.

## ADDITIONAL FUNDING REQUESTS

Roads Maintenance submitted the following additional funding request: \$3,000,000 for funding for chip sealing, slurry sealing, culvert replacement, substructure repairs, and associated repair to help prevent some county roads from failing and to provide a driving surfacing that allows law enforcement, fire protection, and emergency services to travel to their destination safely and without obstructions such as potholes or pavement failures, which could damage their vehicles. Road Maintenance faces a \$10 million shortfall of funding each year, even with the increase revenue from SB1. This is the amount of funding necessary to maintain the county-maintained road system in its current condition.

This additional funding request is recommended at this time with partial funding in the amount of \$500,000.

## BOARD ADOPTED

The Board adopted this budget as recommended with one amendment. The Board approved an additional General Fund Contribution of \$47,060 for chip sealing and road repairs.

## PERSONNEL

An overall decrease in 13.0 FTE is proposed. This decrease is due to the elimination of 13.0 frozen and unfunded positions. In addition, 5.0 FTE Road Maintenance Worker III and 5.0 FTE Road Maintenance Worker I/II positions historically held frozen and unfunded, are being funded due to additional funding available through SB1. This increase in funded positions will bring current road crews up to minimum standards in order to perform basic maintenance activities.

### Deallocate

- 1.0 Road Maintenance Supervisor (Frozen)
- 1.0 Bridge Maintenance Worker (Frozen)
- 2.0 Road Maintenance Worker III (Frozen)
- 8.0 Road Maintenance Worker I/II (Frozen)
- 1.0 Correctional Work Crew Leader (Frozen)



## FY 2019-20 ADOPTED BUDGET TABLE

## ROADS-NATURAL RESOURCES 1200-331

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Charges for Current Services	139,533	125,000	187,682	125,000	125,000	0
Other Revenues	172	0	0	0	0	0
General Fund Contribution	0	5,000	5,000	0	0	(5,000)
<b>Total Revenues</b>	<b>139,705</b>	<b>130,000</b>	<b>192,682</b>	<b>125,000</b>	<b>125,000</b>	<b>(5,000)</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	303,868	355,077	376,125	482,135	482,135	127,058
Services and Supplies	169,258	270,694	208,770	343,611	343,611	72,917
Other Charges	48,118	46,903	40,444	32,528	32,528	(14,375)
Fixed Assets	0	16,000	15,203	0	0	(16,000)
<b>Total Expenditures</b>	<b>521,244</b>	<b>688,674</b>	<b>640,542</b>	<b>858,274</b>	<b>858,274</b>	<b>169,600</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Sources	0	0	0	746,087	746,087	746,087
Other Financing Uses	0	(12,772)	(9,946)	(12,813)	(12,813)	(41)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>(12,772)</b>	<b>(9,946)</b>	<b>733,274</b>	<b>733,274</b>	<b>746,046</b>
<b>Net Revenues (Expenditures)</b>	<b>(381,539)</b>	<b>(571,446)</b>	<b>(457,806)</b>	<b>0</b>	<b>0</b>	<b>571,446</b>
<b>Additional Funding Support</b>						
1200 Roads	381,539	571,446	457,806	0	0	(571,446)
<b>Total Additional Funding Support</b>	<b>381,539</b>	<b>571,446</b>	<b>457,806</b>	<b>0</b>	<b>0</b>	<b>(571,446)</b>
<b>Staffing Positions</b>						
Allocated Positions	3.00	3.00	3.00	4.00	4.00	1.00

## SIGNIFICANT CHANGES

- The proposed expenditure budget for the Salaries & Employee Benefits category has increased by 36% or \$127,058 due to the allocation of a Senior Environmental Analyst.
- The proposed expenditure budget for the Services & Supplies category has increased by 27% or \$72,917 due to an increase in professional and special services to meet requirements of various capital projects. The majority of the increase to professional and special services will be reimbursable. In addition, insurance costs have increased.
- The proposed expenditure budget for the Other Charges category has decreased by 31% or \$14,375 as the allocation of an Environmental Analyst will require less assistance from the Environmental Analyst staff in the Natural Resources budget unit.
- The proposed expenditure budget for the Fixed Assets category has decreased by 100% or \$16,000 due to the one-time allocation of funding in FY 2018-19 to purchase a 4-wheel drive vehicle.
- The proposed revenue budget for the Other Financing Sources category has increased by 100%

or \$746,087 primarily due to a change in local accounting practices. The use of fund balance is now reflected as a "transfer in" in order to balance the budget.

## ADDITIONAL FUNDING REQUESTS

Roads-Natural Resources submitted no additional funding requests.

## PERSONNEL

An increase in 1.0 FTE is proposed to provide a dedicated Environmental Analyst in Roads-Natural Resources. Previously this position had been shared with Natural Resources budget unit 1720-289.

### Allocate

1.0 Senior Environmental Analyst

## BOARD ADOPTED

The Board adopted this budget as recommended.

## FY 2019-20 ADOPTED BUDGET TABLE

## ROADS-GENERAL PURPOSE REVENUE 1200-888

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Taxes	3,137,530	2,810,200	3,570,594	2,866,062	2,866,062	55,862
Licenses and Permits	0	0	698	0	0	0
Use of Money and Property	9,167	5,000	0	0	0	(5,000)
Other Governmental Agencies	7,528,848	10,563,128	11,025,510	12,010,695	12,010,695	1,447,567
<b>Total Revenues</b>	<b>10,675,545</b>	<b>13,378,328</b>	<b>14,596,802</b>	<b>14,876,757</b>	<b>14,876,757</b>	<b>1,498,429</b>
<b>Expenditures</b>						
Other Charges	9,465	0	25,318	0	0	0
<b>Total Expenditures</b>	<b>9,465</b>	<b>0</b>	<b>25,318</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Uses	0	0	0	(14,876,757)	(14,876,757)	(14,876,757)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(14,876,757)</b>	<b>(14,876,757)</b>	<b>(14,876,757)</b>
<b>Net Revenues (Expenditures)</b>	<b>10,666,080</b>	<b>13,378,328</b>	<b>14,571,484</b>	<b>0</b>	<b>0</b>	<b>(13,378,328)</b>
<b>Additional Funding Support</b>						
1200 Roads	(10,666,080)	(13,378,328)	(14,571,484)	0	0	13,378,328
<b>Total Additional Funding Support</b>	<b>(10,666,080)</b>	<b>(13,378,328)</b>	<b>(14,571,484)</b>	<b>0</b>	<b>0</b>	<b>13,378,328</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Other Governmental Agencies category has increased by 14% or \$1,447,567 due increased SB1 revenue.
- The proposed expenditure budget for the Other Financing Uses category has increased by 100% or \$14,876,757 due to changes in local accounting practices. In order to balance the revenue budget, a "transfer out" is budgeted for a transfer to the expenditure budget units.

### ADDITIONAL FUNDING REQUESTS

Roads General Purpose Revenue submitted no additional funding requests.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.





# SOLID WASTE (1100 438)

## PROGRAM DISCUSSION BY BUDGET UNIT

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. Revenues for this division are generated primarily 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 (1100 438) 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.

It also provides for continued maintenance and testing of the closed Table Bluff Landfill, as well as maintenance of the Redway Transfer facilities. Any revenues in excess of expenses are transferred to a trust fund to support future repairs 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.

This program supports the Board of Supervisors' Strategic Framework by providing for and maintaining infrastructure, creating opportunities for improved safety and health, and facilitating public/private partnerships to solve problems.

### ACCOMPLISHMENTS



### GOALS

- Created opportunities for improved safety and health by responding to multiple high-water conditions to avoid or minimize overflow events from leachate collection and treatment system.
- Provided community-appropriate levels of service by planning and implementing maintenance and monitoring activities at Table Bluff closed landfill for compliance with state water quality requirements.
- Provide for and maintain infrastructure by coordinating and implementing repairs to 40-year-old leach field treatment system.
- Create opportunities for improved safety and health by preparing preliminary design plans for corrective actions on landfill cap in accordance with state requirements.
- Provide community-appropriate levels of service by initiating feasibility assessment for using landfill property as management site for landslide material and deposited sediment from flooding on county roads.
- Provide for and maintain infrastructure by completing the remodel of the Redway Transfer Station.

## FY 2019-20 ADOPTED BUDGET TABLE

## SOLID WASTE 1100-438

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Taxes	297,871	700,000	135,123	700,000	700,000	0
Charges for Current Services	305,907	270,000	482,812	250,000	250,000	(20,000)
Other Revenues	0	759,178	0	621,606	621,606	(137,572)
<b>Total Revenues</b>	<b>603,778</b>	<b>1,729,178</b>	<b>617,935</b>	<b>1,571,606</b>	<b>1,571,606</b>	<b>(157,572)</b>
<b>Expenditures</b>						
Services and Supplies	523,939	542,350	511,282	541,200	541,200	(1,150)
Other Charges	76,463	138,501	69,877	213,406	213,406	74,905
Fixed Assets	3,407	1,051,500	96,481	817,000	817,000	(234,500)
<b>Total Expenditures</b>	<b>603,809</b>	<b>1,732,351</b>	<b>677,640</b>	<b>1,571,606</b>	<b>1,571,606</b>	<b>(160,745)</b>
<b>Other Financing Sources (Uses)</b>						
Other Financing Uses	0	3,173	(3,327)	0	0	(3,173)
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>3,173</b>	<b>(3,327)</b>	<b>0</b>	<b>0</b>	<b>(3,173)</b>
<b>Net Revenues (Expenditures)</b>	<b>(31)</b>	<b>0</b>	<b>(63,032)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Additional Funding Support</b>						
1100 General Fund	31	0	63,032	0	0	0
<b>Total Additional Funding Support</b>	<b>31</b>	<b>0</b>	<b>63,032</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Charges for Current Services category has decreased by 8% or \$20,000 due to a decrease in solid waste reimbursements.
- The proposed revenue budget for the Other Revenues category has decreased by 18% or \$137,572 due to a decrease in the required transfer from the trust needed to balance the budget. This reduced need is due to recommended fixed asset purchases in FY 2019-20 being less than the prior year.
- The proposed expenditure budget for the Other Charges category has increased by 54% or \$74,905 due to costs associated with Table Bluff Development & correction for leech-line improvements.
- The proposed expenditure budget for the Fixed Assets category has decreased by 22% or \$234,500 due to a portion of the Redway Transfer Station improvements being completed in FY 2018-19. Funding of \$817,000 is recommended for fixed assets; additional details on the proposed equipment and projects are available in the Capital Expenditures table.

### ADDITIONAL FUNDING REQUESTS

Solid Waste submitted no additional funding requests.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.





# TRANSPORTATION SERVICES (1150 910)

## PROGRAM DISCUSSION BY BUDGET UNIT

Transportation Services provides funding to transit service operators and for pedestrian and bicycle facilities within the unincorporated areas of the county.

The Transportation Services budget (1150 910) 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).

This program supports the Board of Supervisors' Strategic Framework by facilitating public/private partnerships to solve problems.

## ACCOMPLISHMENTS

- Built interjurisdictional and regional cooperation by working with Humboldt Transit Authority (HTA) until the Old Arcata Unmet Transit Needs were met.
- Provided for and maintained infrastructure by releasing funds to Bicycle and Trailways Program and Roads.

## GOALS

- Provide for an maintain infrastructure by working to make sure all unmet needs are met at a reasonable cost.
- Manage resources to ensure sustainability of services by expending all funds for transit development to meet existing transit needs, per state law.



## FY 2019-20 ADOPTED BUDGET TABLE

## TRANSPORTATION SERVICES 1150-910

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Taxes	2,493,483	3,288,930	2,629,664	2,338,005	2,338,005	(950,925)
Use of Money and Property	556	10	0	0	0	(10)
<b>Total Revenues</b>	<b>2,494,039</b>	<b>3,288,940</b>	<b>2,629,664</b>	<b>2,338,005</b>	<b>2,338,005</b>	<b>(950,935)</b>
<b>Expenditures</b>						
Other Charges	2,493,483	2,631,761	2,629,664	2,338,005	2,338,005	(293,756)
<b>Total Expenditures</b>	<b>2,493,483</b>	<b>2,631,761</b>	<b>2,629,664</b>	<b>2,338,005</b>	<b>2,338,005</b>	<b>(293,756)</b>
<b>Net Revenues (Expenditures)</b>	<b>556</b>	<b>657,179</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(657,179)</b>
<b>Additional Funding Support</b>						
1150 General E-Transportation Serv	(556)	(657,179)	0	0	0	657,179
<b>Total Additional Funding Support</b>	<b>(556)</b>	<b>(657,179)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>657,179</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Taxes category has decreased by 30% or \$950,925 due to Unmet Transit funding shifts in FY 2018-19 to meet the needs of the Old Arcata route.
- The proposed expenditure budget for the Other Charges category has decreased by 11% or \$293,756 due to a decrease in expenditures on Eureka Transit & Dial-A-Ride, Tish Non Village Transit, and Old Arcata Road.

### ADDITIONAL FUNDING REQUESTS

Transportation Services submitted no additional funding requests.

### PERSONNEL

There are no changes to personnel

### BOARD ADOPTED

The Board adopted this budget as recommended.





# WATER MANAGEMENT

(1100 251)

## PROGRAM DISCUSSION BY BUDGET UNIT

The purpose of the Water Management Division is to support sustainable water resources, flood risk reduction, protection and enhancement of aquatic ecosystems, and compliance with water-related regulatory permits and requirements. The division manages ongoing responsibilities for levees, municipal stormwater, regional groundwater, and remediation of contamination on county-owned property. The division represents the county on water and fishery issues on the Klamath, Trinity, and Eel Rivers. The division leads studies and projects related to flood risk reduction and sea level rise adaptation.

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 various agencies and the scientific community on riverine and ocean flooding, including issues involving levees, excess sediment, and sea level rise. The division's focus is on improving the technical understanding of flood-related problems and developing projects to reduce flood risk and increase resilience for county infrastructure.

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 administering 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 2019-20.

The division represents the county and provides technical support to the Board on water resource issues involving the Klamath River, Trinity River, Eel 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; relicensing and potential ownership change of the Potter Valley Project on the Eel River; and involvement in sea level rise adaptation around Humboldt Bay.

The division provides coordination and oversight for site investigation and remediation activities on county-owned property. The division provides the staff for managing, operating, and maintaining the Table Bluff closed landfill and coordinating responses to dumping, spills, and hazard material incidents on county roads and facilities.

This budget unit (1100 251) and program supports the Board's Strategic Framework by facilitating public/private partnerships to solve problems.

## FY 2019-20 ADOPTED BUDGET TABLE

## WATER MANAGEMENT 1100-251

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Revenues</b>						
Other Governmental Agencies	14,124	490,813	22,289	398,750	398,750	(92,063)
Charges for Current Services	84,764	61,500	91,701	61,500	61,500	0
Other Revenues	144	500	0	200	200	(300)
<b>Total Revenues</b>	<b>99,032</b>	<b>552,813</b>	<b>113,990</b>	<b>460,450</b>	<b>460,450</b>	<b>(92,363)</b>
<b>Expenditures</b>						
Salaries & Employee Benefits	189,434	188,314	179,957	291,948	291,948	103,634
Services and Supplies	84,146	614,929	201,771	489,216	589,216	(25,713)
Other Charges	93,676	121,319	114,110	94,779	94,779	(26,540)
Special Items	(15,141)	(15,000)	(31,630)	(15,000)	(15,000)	0
<b>Total Expenditures</b>	<b>352,115</b>	<b>909,562</b>	<b>464,208</b>	<b>860,943</b>	<b>960,943</b>	<b>51,381</b>
<b>Other Financing Sources (Uses)</b>						
General Fund Contribution	0	0	0	400,493	500,493	500,493
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400,493</b>	<b>500,493</b>	<b>500,493</b>
<b>Net Revenues (Expenditures)</b>	<b>(253,083)</b>	<b>(356,749)</b>	<b>(350,218)</b>	<b>0</b>	<b>0</b>	<b>356,749</b>
<b>Additional Funding Support</b>						
1100 General Fund	253,083	356,749	350,218	0	0	(356,749)
<b>Total Additional Funding Support</b>	<b>253,083</b>	<b>356,749</b>	<b>350,218</b>	<b>0</b>	<b>0</b>	<b>(356,749)</b>
<b>Staffing Positions</b>						
Allocated Positions	2.00	2.00	2.00	2.00	3.00	1.00

### SIGNIFICANT CHANGES

- The proposed revenue budget for the Other Governmental Agencies category has decreased by 19% or \$92,063 due to partial completion of a grant-funded project.
- The proposed expenditure budget for the Salaries & Employee Benefits category has increased by 55% or \$103,634 due primarily to negotiated salary and benefit increases.
- The proposed expenditure budget for the Services & Supplies category has decreased by 4% or \$25,713 due partial completion of a grant-funded project.
- The proposed expenditure budget for the Other Charges category has decreased by 12% or \$26,540 due increased funding available for Eel River Groundwater projects.
- The proposed General Fund Contribution has increased by 100% or \$500,493 due to changes in local accounting practices. Contributions from the General Fund are now reflected as "Other Financing Sources (Uses)." The proposed General Fund contribution has actually decreased by 15% or \$51,872 due to a one-time allocation in FY 2018-19 to retain a water law attorney.

### ADDITIONAL FUNDING REQUESTS

Water Management submitted the following additional funding request: \$95,616 for 1.0 FTE to create a new full-time position (Senior Environmental Analyst) that would focus on securing grant funding and coordinating the implementation of grant-funded projects involving water resources, watershed health, and parks and trails. This appropriation request would be an investment to increase staffing capacity for bringing in outside funding from competitive grant programs for a variety of projects.

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

## PERSONNEL

There is no net change proposed, however the deallocation of a Senior Environmental Analyst and the allocation of an Environmental Analyst is proposed to meet the current staffing needs of the program.

### Allocate

1.0 Environmental Analyst

### Deallocate

1.0 Senior Environmental Analyst

## BOARD ADOPTED

The Board adopted this budget as recommended with two amendments. The Board approved funding the following:

- \$100,000 for a planning agreement with Sonoma County, Mendocino County and CalTrout for Pacific Gas and Electric Company's (PG&E) Potter Valley Project.
- \$95,616 to allocate 1.0 FTE Senior Environmental Analyst to focus on securing grant funding and coordinating the implementation of grant funded projects.

## ACCOMPLISHMENTS



## GOALS

- Sought outside funding sources to benefit Humboldt County by securing a grant for \$425,000 to conduct a two-year planning study for sea level rise adaptation in the Eureka Slough hydrographic area of Humboldt Bay. Also, initiated implementation of the project and provided a presentation at the Humboldt Bay Symposium.
- Facilitated public/private partnerships to solve problems by coordinating with the City of Arcata, Jacoby Creek Land Trust, private landowners, and various agencies and consultants to develop a grant application to conduct a feasibility study for improvements to enhance habitat quality and reduce flooding impacts along lower Jacoby Creek.
- Advanced local interest in natural resources discussions by representing the county in Congressman Huffman's Potter Valley Project ad hoc committee and associated negotiations on a two-basin solution for the Eel and Russian Rivers. Also, engaged with communities along the Eel River to share information and gather input. Provided for and maintained infrastructure by completing culvert replacements in Ishi Pishi and Alderpoint.
- Strengthen climate change resiliency with the successful completion of the Sea Level Rise Adaptation Plan for the Eureka Slough Hydrographic Area of Humboldt Bay including the identification of feasible and suitable adaptation projects and a strategy for phased implementation.
- Seek outside funding sources to benefit Humboldt County needs for the initiation of the Jacoby Creek Integrated Water Resources Feasibility Study in coordination with the City of Arcata and Jacoby Creek Land Trust.
- Advance local interest in natural resources discussions on the future of the Potter Valley Project. Advocacy for improving Eel River flow conditions and water quality, restoring native fish populations, and enhancing the prosperity, safety, and health of Eel River communities.





# PUBLIC WORKS MEASURE Z (1100 298)

## PROGRAM DISCUSSION

The purpose of the Public Works Measure Z budget is to manage the Measure Z allocations that were approved by the Board of Supervisors. In November 2018, Humboldt County voters passed Measure O with a voter approval of nearly 74%. This measure renews Measure Z, the local half-cent sales tax originally passed by voters in 2014. Measure Z was the original ordinance that imposed the tax, and Measure O simply stated that it will remain in effect until ended by voters. As such, the tax will continue to be referred to as Measure Z. This budget provides one concise location for Measure Z funding allocated to Public Works in order to ensure the utmost level of transparency.

The Public Works Measure Z budget unit supports the Board's Strategic Framework by providing for and maintaining infrastructure.



## FY 2019-20 ADOPTED BUDGET TABLE

## PUBLIC WORKS MEASURE Z 1100-298

	2017-18 Actual	2018-19 Adjusted	2018-19 Actual	2019-20 Requested	2019-20 Adopted	Increase (Decrease)
<b>Expenditures</b>						
Salaries & Employee Benefits	145,626	103,965	101,603	312,547	0	(103,965)
Services and Supplies	1,972,875	1,277,542	1,271,881	3,276,253	115,750	(1,161,792)
Other Charges	110,019	35,130	11,797	50,000	0	(35,130)
Fixed Assets	60,920	0	0	464,000	0	0
Other Financing Uses	25,144	0	0	0	0	0
<b>Total Expenditures</b>	<b>2,314,584</b>	<b>1,416,637</b>	<b>1,385,281</b>	<b>4,102,800</b>	<b>115,750</b>	<b>(1,300,887)</b>
<b>Other Financing Sources (Uses)</b>						
General Fund Contribution	0	0	0	4,102,800	115,750	115,750
Other Financing Uses	0	(6,254)	(6,254)	0	0	6,254
<b>Total Other Financing Sources (Uses)</b>	<b>0</b>	<b>(6,254)</b>	<b>(6,254)</b>	<b>4,102,800</b>	<b>115,750</b>	<b>122,004</b>
<b>Net Revenues (Expenditures)</b>	<b>(2,314,584)</b>	<b>(1,422,891)</b>	<b>(1,391,535)</b>	<b>0</b>	<b>0</b>	<b>1,422,891</b>
<b>Additional Funding Support</b>						
1100 General Fund	2,314,584	1,422,891	1,391,535	0	0	(1,422,891)
<b>Total Additional Funding Support</b>	<b>2,314,584</b>	<b>1,422,891</b>	<b>1,391,535</b>	<b>0</b>	<b>0</b>	<b>(1,422,891)</b>
<b>Staffing Positions</b>						
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00

### SIGNIFICANT CHANGES

- The proposed expenditure budget for Salaries & Employee Benefits has decreased by 100% or \$103,965 due to no approved allocation for staffing in FY 2019-20.
- The proposed expenditure budget for Services & Supplies has decreased by 91% or \$1,161,792 due to funding not allocated for roads maintenance material, equipment or tools in FY 2019-20. Current allocation only covers illegal dumping cleanup and a separate allocation for the Shelter Cove Resort Improvement District for its exclusive use. Public Works will only serve as a pass-through for funding allocated to the Resort Improvement District.
- The proposed expenditure budget for Other Charges has decreased by 100% or \$35,130 due to no allocations recommended in FY 2019-20.
- The proposed revenue budget for General Fund Contribution has increased by 100% or \$115,750 due to changes in local accounting practices. Contributions from the General Fund are now reflected as "Other Financing Sources (Uses)." The actual General Fund Contribution has decreased by 92% or \$1,307,141 due to a decrease in funding recommended by the Citizens' Advisory Committee in FY 2019-20.

### PERSONNEL

There are no personnel changes.

### BOARD ADOPTED

The Board adopted this budget as recommended.

### MEASURE Z FUNDING REQUESTS

Public Works Measure Z has submitted the following three additional funding requests:

1. \$3,00,000 for 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. \$50,000 for cleanup of illegal dumping, illegal encampments, hazardous waste and hazardous spills throughout Humboldt County.
3. \$871,300 for the purchase of two equipment trailer, three support vehicles, two brush cutters, one portable toilet, one chipper and four full-time employees for a brush cutting/fuel break program in conjunction with Shelter Cove Resort Improvement District (SCRID).

Request 2 is recommended for funding at this time. The remaining additional funding requests are not recommended at this time. While these requests have merit they did not receive a priority ranking based on available Measure Z funding. All Measure Z requests were reviewed and prioritized by the Citizens' Advisory Committee and the Board of Supervisors. The remaining \$90,750 was granted to SCRID through a separate request. The allocation was deposited into the Public Works Measure Z budget as opposed to being provided directly to the SCRID.

## ACCOMPLISHMENTS



## GOALS

- Provided for and maintained infrastructure by completing the purchase of \$303,885 in both galvanized and PVC culvert pipe material. By having the materials on-hand and ready for deployment, this purchase will expedite repairs to culverts throughout the County of Humboldt.
  - Provided for and maintained infrastructure with the purchase and placement of \$373,248 in roads material used in patching/repairs of roadways.
  - Provided for and maintained infrastructure with the completion of the North Ridge turn lane as part of the McKay project.
  - Provided for and maintained infrastructure by completing culvert replacements in Ishi Pishi and Alderpoint.
  - Provided community appropriate levels of service by completing \$12,399 in signage and striping throughout the county.
- Create opportunities for improved safety and health by participating in the cleanup of illegal dumping and hazardous material dumping sites throughout Humboldt County.
  - Provide for and maintain infrastructure by administering the funding to the Shelter Cove Resort Improvement District in brush cutting and fuel break reduction in the Shelter Cove area.



