

# Public Works Summary

Thomas K. Mattson, Public Works Director

<b>Departmental Summary Table</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Attributable to Department	\$37,758,752	\$35,417,484	\$35,841,131	\$46,397,857	\$52,981,211	\$52,587,961	\$6,190,104
General Fund Support	3,398,690	1,188,425	2,220,800	2,179,753	1,921,275	1,896,275	(283,478)
(To)/From Non-GF Fund Balance	(2,790,426)	603,640	3,905,419	(6,837,755)	2,910,394	3,377,623	10,215,378
<b>Total Revenues</b>	<b>\$38,367,016</b>	<b>\$37,209,549</b>	<b>\$41,967,350</b>	<b>\$41,739,855</b>	<b>\$57,812,880</b>	<b>\$57,861,859</b>	<b>\$16,122,004</b>
<b>Expenditures</b>							
Contracts	\$8,326,706	\$9,317,109	\$6,932,058	\$3,650,224	\$0	\$0	(\$3,650,224)
Salaries & Benefits	10,512,501	10,691,793	11,187,698	11,981,870	14,071,747	14,071,747	2,089,877
Supplies & Services	14,950,506	11,950,244	11,413,842	10,919,069	27,124,158	27,113,137	16,194,068
Other Charges	3,485,586	4,371,191	4,240,665	5,932,742	3,930,379	4,030,379	(1,902,363)
Fixed Assets	9,425,115	3,728,800	8,193,139	9,792,424	13,256,827	13,256,827	3,464,403
Expense Transfer	(67,271)	(31,512)	0	(425,386)	(570,231)	(610,231)	(184,845)
Operating Revenue & Contribution	(8,266,127)	(2,818,076)	(52)	(111,088)	0	0	111,088
<b>Total Expenditures</b>	<b>\$38,367,016</b>	<b>\$37,209,549</b>	<b>\$41,967,350</b>	<b>\$41,739,855</b>	<b>\$57,812,880</b>	<b>\$57,861,859</b>	<b>\$16,122,004</b>
<hr/>							
Allocated Positions	208.00	212.91	219.08	221.08	218.40	218.40	(2.68)
<b>Total Staffing</b>	<b>208.00</b>	<b>212.91</b>	<b>219.08</b>	<b>221.08</b>	<b>218.40</b>	<b>218.40</b>	<b>(2.68)</b>

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The Public Works Department consists of the following budget groups:

## Aviation

- 3530 381 Aviation
- 3539 170 Capital Projects (previously 1490 170)

In addition the following budget units are no longer in use but are included in the summary table for prior years:

- 1820 170 Murray Field
- 1830 170 Rohnerville
- 1840 170 Garberville
- 1860 170 Dinsmore
- 1870 170 Kneeland

## Facility Management

- 1100 162 Building Maintenance
- 1100 170 Capital Projects

## Fish and Game

- 1700 290 Fish & Game Advisory Committee

## 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 Land Use

## Parks and Trails

- 1100 713 Parks & Recreation
- 1150 715 Bicycle & Trailways Program

## Roads

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

## Solid Waste

- 1100 438 Solid Waste

## Transportation Services

- 1150 910 Transportation Services

## Water Management

- 1100 251 Water Management

**Mission**

To provide services to the citizens of Humboldt County in a cooperative and responsive method within our available resources.

**Goals**

1. To review development standards to provide infrastructure for growth while minimizing costs.
2. To solicit and incorporate citizen input into project development for all Public Works facilities.
3. To provide a safe and well-maintained transportation system by reducing accident rates and chip sealing 25 miles of road.
4. To maximize external funding such as grants and private funding.
5. To preserve a long-term, satisfied, safe workforce and working environment.

**Performance Measures**

1. <i>Description of Performance Measure:</i> Number of road chip seals				
<i>FY 2007-08 Actual</i>	<i>FY 2008-09 Actual</i>	<i>FY 2009-10 Actual</i>	<i>FY 2010-11 Projected</i>	<i>FY 2011-12 Estimate</i>
25	20	6	30	25
<i>Describe why this measure is important and/or what it tells us about the performance of this department:</i> This is an indication of how well the county roads are maintained, the availability of funding for general maintenance, and the staffing of the road crew. This allows Public Works to assure residents that roadways are preventively maintained.				
2. <i>Description of Performance Measure:</i> Number of reported vehicle accident rates in Humboldt County				
<i>FY 2007-08 Actual</i>	<i>FY 2008-09 Actual</i>	<i>FY 2009-10 Actual</i>	<i>FY 2010-11 Projected</i>	<i>FY 2011-12 Estimate</i>
488	449	432	430	488
<i>Describe why this measure is important and/or what it tells us about the performance of this department:</i> This is an indication of the efforts to continue increasing safety on County Roads to minimize all accidents and move towards a goal of zero fatalities.				

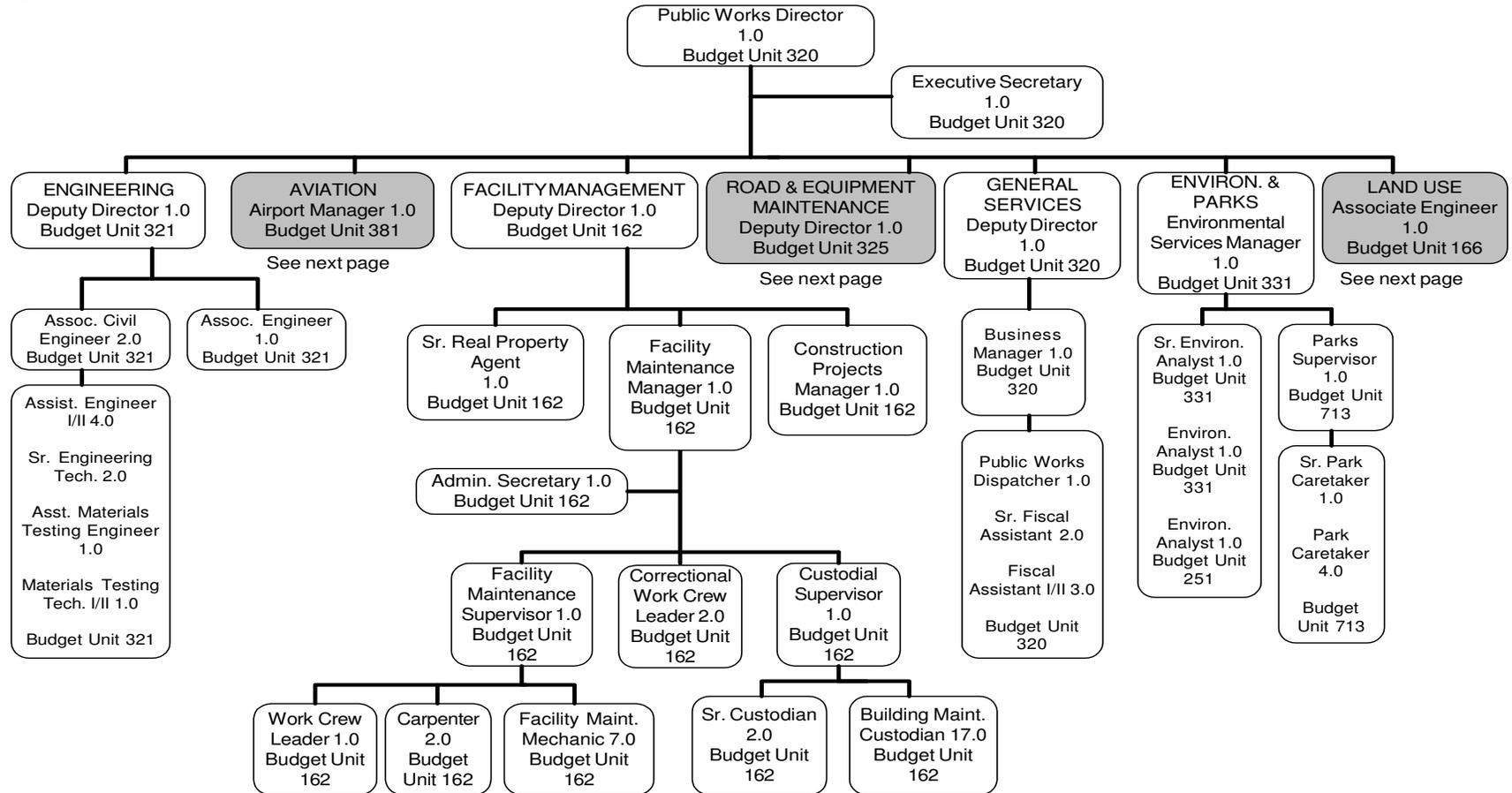
# Public Works Summary

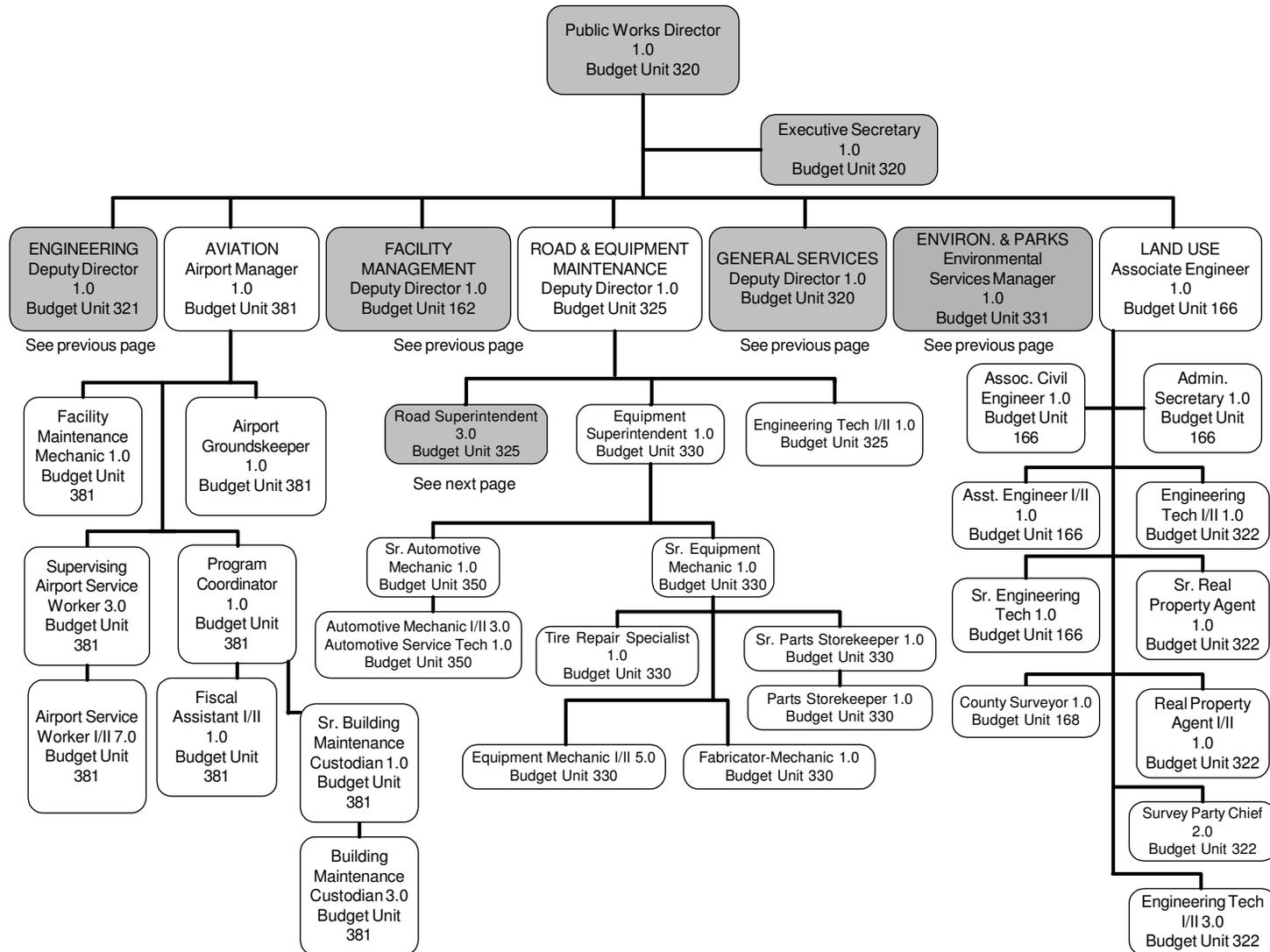
Thomas K. Mattson, Public Works Director

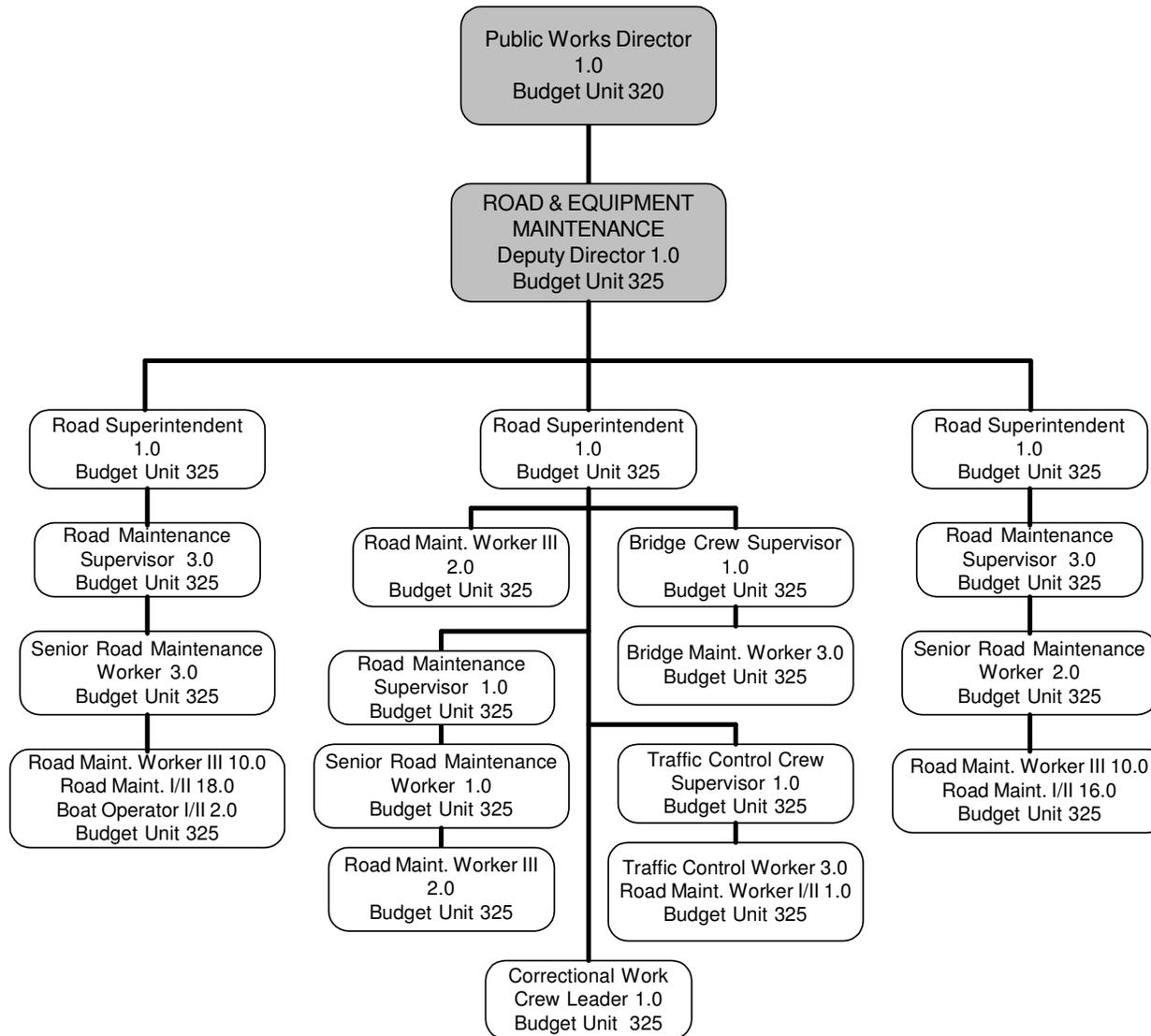
<b>3. Description of Performance Measure: Project Contracted Expenditures</b>				
<i>FY 2007-08 Actual</i>	<i>FY 2008-09 Actual</i>	<i>FY 2009-10 Actual</i>	<i>FY 2010-11 Projected</i>	<i>FY 2011-12 Estimate</i>
\$3,921,793	\$13,038,310	\$14,672,521	\$12,676,318	\$22,700,350
<i>Describe why this measure is important and/or what it tells us about the performance of this department: This illustrates the ability of the department to secure funding for roads, bridges, parks and aviation projects. It allows us the ability to undertake required infrastructure improvements.</i>				
<b>4. Description of Performance Measure: Workforce injury rates for Public Works</b>				
<i>FY 2007-08 Actual</i>	<i>FY 2008-09 Actual</i>	<i>FY 2009-10 Actual</i>	<i>FY 2010-11 Projected</i>	<i>FY 2011-12 Estimate</i>
18	26	20	21	21
<i>Describe why this measure is important and/or what it tells us about the performance of this department: Providing a safe working environment through tools and training to prevent and/or decrease employee injury. It allows us to maximize staff resources, provide a safe workplace, foster employee retention and decrease workers' compensation claims.</i>				



Organization Chart:







Aviation Summary	2007-08 Actual	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Request	2011-12 Adopted	Increase/ (Decrease)
<b>Revenues</b>							
Use of Money & Property	\$11,725	\$3,175	\$7,071	\$3,399	\$500	\$500	(\$2,899)
Other Gov't Agencies	5,989,775	2,890,234	4,883,863	8,489,801	10,872,850	10,872,850	2,383,049
Charges for Services	0	2,664,775	2,646,911	3,289,237	3,073,155	3,073,155	(216,082)
Other Revenues	17,661	48,214	253,323	412,043	240,000	240,000	(172,043)
(To)/From Non-GF Fund Balance	(132,175)	1,233,978	2,067,786	(419,186)	(13,729)	0	419,186
<b>Total Revenues</b>	<b>\$5,886,986</b>	<b>\$6,840,376</b>	<b>\$9,858,954</b>	<b>\$11,775,294</b>	<b>\$14,172,776</b>	<b>\$14,186,505</b>	<b>\$2,411,211</b>
<b>Expenditures</b>							
Operating Rev & Contribution	(\$2,619,802)	\$0	\$0	\$0	\$0	\$0	\$0
Salaries & Benefits	803,398	954,851	1,045,881	1,177,458	1,175,747	1,175,747	(1,711)
Supplies & Services	1,615,987	1,391,170	1,537,871	1,926,248	1,648,771	1,662,500	(263,748)
Other Charges	356,904	1,238,400	1,296,598	1,196,455	216,944	216,944	(979,511)
Fixed Assets	5,730,499	3,255,955	5,978,604	7,475,133	11,131,314	11,131,314	3,656,181
<b>Total Expenditures</b>	<b>\$5,886,986</b>	<b>\$6,840,376</b>	<b>\$9,858,954</b>	<b>\$11,775,294</b>	<b>\$14,172,776</b>	<b>\$14,186,505</b>	<b>\$2,411,211</b>
<b>Staffing</b>							
Allocated Positions	18.00	18.00	19.00	19.00	19.00	19.00	0.00
Temporary (FTE)	0.50	0.50	0.75	0.50	0.50	0.50	0.00
<b>Total Staffing</b>	<b>18.50</b>	<b>18.50</b>	<b>19.75</b>	<b>19.50</b>	<b>19.50</b>	<b>19.50</b>	<b>0.00</b>

**Purpose**

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

This budget grouping includes two individual budget units: The main Aviation Division operating budget unit (3530-381) and the Aviation Capital Projects budget unit (3539-170). Starting in FY 2011-12 the California Aid to Airport Program (CAAP) funds (1820-1860) were eliminated and are now included in the Aviation operating budget.

**Recommended Budget**

The recommended Aviation operating budget is increasing primarily due to increased fuel costs which make up over 50% of the services and supplies accounts. Fuel is purchased for resale so revenues are also estimated to increase. Terminal rent and fuel fees are anticipated to be increased to better align operating expenditures and revenues. The recommended budget adds \$13,729 to the operating fund balance which is estimated to be zero at the end of FY 2010-11.

Due to the addition of a large runway lighting project totaling over \$4 million the capital project budget is increasing for FY 2011-12. This project specific increase in expenditures and revenues and does not impact operations.

**Board Adopted**

The Board adopted this budget with an increase of \$13,729 for aircraft rescue fire fighting supplies. This change was requested by the department and will eliminate the proposed increase to the fund balance.

**Program Discussion**

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

**3530 381 Aviation**

This budget unit represents the main operating funding for the Aviation Division. The Division plans future airport needs and projects. It manages a combination of approximately 200 formal airport contracts, agreements, and permits for six airports. The Division provides fueling at three airports, and facility maintenance services for each airport. Aircraft Rescue

and Fire Fighting services, and certified weather observers to augment the Automated Surface Observation System are provided by staff at the Arcata/Eureka Airport. Federal Airport Improvement Program (AIP) grants, Passenger Facility Charges (PFC), and California Aid to Airport Program (CAAP) projects are initiated and regulated by the Aviation Division.

The recommended budget for Aviation is \$3,059,246, an increase of \$108,367, or 4% from FY 2010-11.

### **3539 170 Aviation Capital Projects**

This budget unit funds various capital projects as recommended by the Aviation Division, approved by the Board of Supervisors and the FAA. These projects are primarily funded by the FAA AIP grant and PFC program. The following projects are included in the FY 2011-12 budget:

- Arcata/Eureka construct runway safety area retaining wall for Runway 14 approach.
- Arcata/Eureka complete Wildlife Hazard Assessment
- Arcata/Eureka design Rehabilitation of Runway Lighting
- Arcata/Eureka design Aircraft Rescue and Firefighting Building which includes environmental work for removal of the “Nose” Hangar
- Arcata/Eureka construct 17 T-hangar units
- Garberville and Rohnerville complete install of automated weather observation system
- Kneeland Environmental Assessment
- Murray Field construct wildlife exclusion fence.

The recommended budget for Aviation Capital Projects is \$11,113,350, an increase of \$2,547,348, or 30% from FY 2010-11.

### **2010-11 Accomplishments**

1. Completed construction for Phases 1, 2 and 3 of the runway safety area upgrades for the Arcata/Eureka Airport runways 01-19 and 14-30.
2. Closed PFC programs 1-5 with FAA and began the PFC 10 Application process.
3. Completed the design of seventeen T-hangar units at the Arcata/Eureka Airport
4. Started design for the construction of 8,000 linear feet of wildlife fencing at the Murray Field Airport.
5. Ensured that airport users pay equitably for use of County airport facilities in order to effectively balance revenues and operational costs by evaluating the airport fee structure.

**2011-12 Objectives**

1. To work with the community and airlines to improve Humboldt County regional commercial air service.
2. To facilitate the financing and construction of seventeen County owned T-hangars at the Arcata/Eureka Airport.
3. To finalize the leasing and minimum standards documents; update County Codes for aviation, and the various Aviation contract agreements.
4. To construct of 8,000 linear feet of wildlife fencing at Murray Field Airport.
5. To complete construction of the runway safety area retaining wall at the Arcata/Eureka Airport runway 14.
6. To complete installation of the automated weather observation systems at Garberville and Rohnerville Airports.



<b>1100 - General Fund</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Other Gov't'l Agencies	\$500,000	\$0	\$129,437	\$26,658	\$0	\$0	(\$26,658)
Charges for Services	322,343	285,289	271,759	142,883	143,200	231,635	88,752
Other Revenues	66,373	64,098	265,536	49,603	0	1,141,666	1,092,063
<b>General Fund Support</b>	<b>2,706,938</b>	<b>1,841,581</b>	<b>1,584,166</b>	<b>1,638,855</b>	<b>1,634,628</b>	<b>1,634,823</b>	<b>(4,032)</b>
Total Revenues	\$3,595,654	\$2,190,968	\$2,250,898	\$1,857,999	\$1,777,828	\$3,008,124	\$1,150,125
<b>Expenditures</b>							
Salaries & Benefits	\$1,467,523	\$1,602,145	\$1,629,888	\$1,538,363	\$1,957,958	\$1,957,958	\$419,595
Supplies & Services	332,473	362,241	288,471	290,199	297,282	297,282	7,083
Other Charges	43,359	59,827	67,295	73,412	72,373	72,568	(844)
Fixed Assets	1,819,570	198,267	265,244	74,653	0	1,230,101	1,155,448
Expense Transfer	(67,271)	(31,512)	0	(118,628)	(549,785)	(549,785)	(431,157)
Total Expenditures	\$3,595,654	\$2,190,968	\$2,250,898	\$1,857,999	\$1,777,828	\$3,008,124	\$1,150,125
<b>Staffing</b>							
Allocated Positions	35.00	35.00	35.00	37.00	37.00	37.00	0.00
Temporary (FTE)	1.00	1.00	2.00	0.00	0.10	0.10	0.10
<b>Total Staffing</b>	<b>36.00</b>	<b>36.00</b>	<b>37.00</b>	<b>37.00</b>	<b>37.10</b>	<b>37.10</b>	<b>0.10</b>

**Purpose**

The Facilities Management Division is responsible for planning, designing, constructing and maintaining County facilities in a manner that affords the public, staff and clients a safe, healthy and pleasing environment in a sensible, cost effective manner.

This budget grouping includes two budget units: Facility Management (1100-162) and Capital Projects (1100-170).

**Recommended Budget**

Public Works has reduced the General Fund contribution in other budget units to provide funding for Facility Management. The Facility Management General Fund contribution is recommended to increase by about 2% or \$30,537 from FY 2010-11. Additionally the Department of Health and Human Services (DHHS) is providing funding for staffing to provide custodial and maintenance services at their facilities. This accounts for the increase in expense transfers and salaries.

Three positions are being held frozen and unfunded 1.0 FTE Construction Project Manager and 2.0 FTE Facility Maintenance Mechanics. For FY 2010-11 seven positions were held vacant. The increase in funded positions will primarily benefit DHHS services and support of other County facilities will remain at current levels.

**Board Adopted**

The Board adopted this budget as recommended.

**Program Discussion**

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

Facility Maintenance provides a variety of building services, which include heating, ventilation and air conditioning (HVAC), plumbing, electrical, carpentry remodeling, landscape maintenance, and custodial services for numerous County owned or leased facilities. Many County facilities operate 24 hours per day, seven days a week, while other facilities are typical 5 days per week operations. Facilities are located throughout the County in Eureka, Arcata, Fortuna, Garberville, Willow Creek as well as other outlying areas. Funding reductions, retirements and turnover in the maintenance and custodial staff have challenged the Division's ability to provide sufficient service to the County's facilities.

Real Property Management negotiates and maintains records of County lease agreements and provides for repairs and maintenance of leased properties.

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

### **1100 162 Facility Management**

The purpose of Facility Management is to provide a safe, healthy and comfortable work environment for County employees, and to design, construct and maintain County facilities to the highest standards possible with the available resources. Staff provides oversight of planning and construction projects. The goal of the real property manager is to provide, manage and maintain lease arrangements that meet the needs of the County and are cost effective.

The recommended budget for Facility Management is \$1,777,828, an increase of \$105,768, from FY 2010-11.

### **1100 170 Capital Projects**

The purpose of this budget unit is to provide funding for capital (construction) improvements to facilities within the County's buildings and facilities inventory that includes leased facilities. Funds for the budget unit are now primarily derived from transfers from the Deferred Maintenance Trust Fund pursuant

to supplemental appropriations approved by the Board of Supervisors as projects are ready for construction.

The recommended baseline budget for FY 2011-12 is \$195. See budget unit 199 for funding for Deferred Maintenance Trust Fund.

## **2010-2011 Accomplishments**

1. Established a strong team committed to the improvement of the County's investment in owned and leased buildings.
2. Completed installation of air supply equipment with preheat capacity to the Mental Health facility. This system upgrade included duct cleaning and secondary coil repairs.
3. Educated Facility Maintenance staff on the cause and effect related to responsibilities for maintaining services to the most effective levels achievable.
4. Provided real property services, assisting other County departments and divisions to maintain cooperation with multiple landlords for leased facilities.
5. Provided a full range of professional services with the objective of consistently producing well designed, cost effective capital projects.

**2011-2012 Objectives**

1. To better inform and educate County departments and divisions on factors related to practical maintenance and service levels to be provided by Facility Maintenance.
2. To continue to better educate Facility Maintenance staff on the cause and effect related to responsibilities for maintaining services to the most effective levels achievable.
3. To provide maintenance and custodial services that support a healthy work environment and enhance the quality and extend the longevity of public facilities in the most efficient and cost effective manner possible.
4. To provide excellence in real property services, assisting other County departments and divisions to maintain cooperation with multiple landlords for leased facilities.
5. To provide a full range of professional services with the objective of consistently producing well designed, cost effective capital projects.



<b>1700-Fish &amp; Game Fund</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Fines, Forfeits & Penalties	\$7,767	\$7,560	\$8,675	\$16,162	\$8,000	\$8,000	(\$8,162)
Use of Money & Property	539	444	315	256	300	300	44
(To)/From Non GF Fund Balance	(1,319)	(2,504)	(4,633)	(2,321)	4,000	4,000	6,321
<b>Total Revenues</b>	<b>\$6,987</b>	<b>\$5,500</b>	<b>\$4,357</b>	<b>\$14,097</b>	<b>\$12,300</b>	<b>\$12,300</b>	<b>(\$1,797)</b>
<b>Expenditures</b>							
Supplies & Services	\$6,987	\$5,500	\$4,357	\$14,097	\$12,300	\$12,300	(\$1,797)
<b>Total Expenditures</b>	<b>\$6,987</b>	<b>\$5,500</b>	<b>\$4,357</b>	<b>\$14,097</b>	<b>\$12,300</b>	<b>\$12,300</b>	<b>(\$1,797)</b>
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Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Temporary (FTE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Staffing</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Purpose**

The purpose of this budget unit is to function as both the support unit for the Fish and Game Advisory Committee and the funding source for its grant program. Grants are awarded after recommendation of the Committee and approval by the Board of Supervisors.

For FY 2011-12, the total budget is \$12,300 and fund balance contributes \$4,000 of this amount. This represents no change from the prior fiscal year.

**Recommended Budget**

Budgeted revenues and expenditures in this budget unit are being increased by \$1,300 from FY 2010-11 to provide additional funding for grant awards.

**Board Adopted**

The Board adopted this budget as recommended.

**Program Discussion**

Grants are awarded to groups and individuals who submit proposals to the Fish & Game Advisory Committee for projects that will benefit priority County fish and wildlife species. The awards are made after recommendation of the Committee and approval of the Board of Supervisors.

**2010-11 Accomplishments**

1. Established policy to include use tax on grant related purchases.
2. Communicated with the Fish & Game Committee on a semi-annual basis.

**2011-12 Objectives**

1. To establish specific ending dates for grants.
2. To communicate with the Fish & Game Committee on a quarterly basis.



<b>Fleet Services Summary</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Use of Money & Property	146,228	92,117	69,787	40,909	45,000	45,000	\$4,091
Charges for Services	\$0	\$5,970,458	\$4,317,287	\$4,968,703	\$5,628,962	\$5,128,962	\$160,259
(To)/From Non-GF Fund Balance	(90,824)	180,424	363,546	494,773	(328,057)	171,943	(322,830)
<b>Total Revenues</b>	<b>\$55,404</b>	<b>\$6,242,999</b>	<b>\$4,750,620</b>	<b>\$5,504,385</b>	<b>\$5,345,905</b>	<b>\$5,345,905</b>	<b>(158,480)</b>
<b>Expenditures</b>							
Operating Rev & Contribution	(\$5,646,325)		(\$52)	(\$111,088)	\$0	\$0	111,088
Salaries & Benefits	\$991,018	\$988,510	\$1,012,943	\$1,141,370	\$1,226,232	\$1,226,232	84,862
Supplies & Services	2,839,902	2,711,999	2,297,135	2,538,920	2,672,172	2,672,172	133,252
Other Charges	252,547	1,138,610	254,886	1,143,954	247,071	247,071	(896,883)
Fixed Assets	1,618,262	1,403,880	1,185,708	791,229	1,200,430	1,200,430	409,201
<b>Total Expenditures</b>	<b>\$55,404</b>	<b>\$6,242,999</b>	<b>\$4,750,620</b>	<b>\$5,504,385</b>	<b>\$5,345,905</b>	<b>\$5,345,905</b>	<b>(158,480)</b>
<b>Staffing</b>							
Allocated Positions	16.00	16.00	16.00	16.00	16.00	16.00	0.00
Temporary (FTE)	0.00	1.60	1.53	2.03	2.00	2.00	(0.03)
<b>Total Staffing</b>	<b>16.00</b>	<b>17.60</b>	<b>17.53</b>	<b>18.03</b>	<b>18.00</b>	<b>18.00</b>	<b>(0.03)</b>

**Purpose**

The purpose of Fleet Services is to provide competitive procurement, maintenance and disposal of fleet vehicles and road construction equipment to ensure safe operating equipment and customer satisfaction.

This budget grouping includes three budget units: Motor Pool Operating (3500-350), Motor Pool Reserve (3500-351), and Equipment Maintenance (3540-330).

**Recommended Budget**

The recommended budget includes Motor Pool depreciation revenue which was eliminated for half of FY 2010-11. The budget proposes to utilize \$500,000 of fund balance to reduce operating expenditures for FY 2011-12.

Requested Motor Pool vehicle replacement expenditures are \$77,500 more than FY 2010-11 due an increase in the number of vehicles that need to be replaced. Heavy equipment fixed asset expenditures are \$171,131 lower and provide for the purchase of six dump trucks and emission retrofits.

The volatility in the price of fuel continues to be a major budget item that is difficult to accurately estimate. The recommended budget includes \$925,000 for the Motor Pool and \$450,000 for Heavy Equipment. This compares to the current allocations of \$862,063 and \$600,000, respectively.

Unforeseen changes in domestic and foreign production can substantially change these figures.

**Board Adopted**

The Board adopted this budget as recommended.

**Program Discussion**

Fleet Services manages the rolling stock of the County: 390 fleet vehicles and 120 pieces of heavy equipment. This fleet serves all County departments and some outside agencies with vehicles and repair and maintenance services. The heavy equipment, plus approximately 100 pieces of support equipment, primarily serves the Road department. The heavy equipment shop also maintains and repairs equipment, and manages a storehouse of parts. The California Air Resources Board has mandated the “Diesel Particulate Matter Control Measure for On-Road Diesel-Fueled Fleet Vehicles Owned and Operated by Public Fleets and Utilities.” The requirements for the 2008 through 2011 calendar years have been met. This regulation requires retrofits of some diesel trucks and the replacement of others. The requirement for 2012 will be the replacement of six trucks at a cost of \$400,000, and the retrofit of two trucks at a cost of \$40,000, for total expenditures of \$440,000. Estimates for calendar year 2013 are \$240,000. The heavy equipment fleet will also be reduced by one dump truck in 2012.

Emission regulations for portable equipment, stationary equipment, and off road equipment are in process and will add to future budget concerns, as these requirements are also unfunded.

**3540 330 Equipment Maintenance**

Equipment Maintenance is an internal service fund that primarily serves the Road department. It manages 120 pieces of heavy equipment and about 100 pieces of support equipment. A repair facility, fabrication shop, tire shop, parts department and on-site equipment repair are some of the services provided by Equipment Maintenance.

The recommended budget for Equipment Maintenance is \$2,515,299, a decrease of \$471,105, or 16% from FY 2010-11.

**3500 350 Motor Pool Operating**

The Motor Pool currently maintains 390 fleet vehicles serving the transportation needs of approximately 40 departments and outside government agencies. The Motor Pool operates a repair facility and a daily rental fleet of 62 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 own use.

The recommended budget is \$1,976,684, an increase of \$81,684, or 4% from FY 2010-11.

**3500 351 Motor Pool Reserve**

This budget unit collects annual depreciation which funds the purchase of new vehicles. Total expenditures for FY 2011-12 are recommended at \$803,500.

**2010-11 Accomplishments**

1. Provided safe, reliable transportation and equipment to our customers.
2. Procured vehicles and equipment that will support our customers' missions at the lowest possible cost.
3. Improved shop efficiency and continued technical training and upgrades of shop equipment.
4. Met fourth year State diesel emission regulation requirements.
5. Met the equipment and vehicle transportation needs for all County departments.

**2011-12 Objectives**

1. To provide safe, reliable transportation and construction equipment to our customers.
2. To procure vehicles and equipment that will support our customers' missions at the lowest possible cost.

3. To improve shop efficiency by continued technical training and upgrades of shop equipment.
4. To meet fifth year State diesel emission regulation mandates.
5. To continue to meet the equipment and vehicle transportation needs for all County departments.



<b>Land Use Summary</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Licenses & Permits	\$73,043	\$83,337	\$113,014	\$66,737	\$73,150	\$73,150	\$6,413
Charges for Services	768,049	815,355	718,389	746,125	913,336	913,336	167,211
Other Revenues	3,114	50,446	48,890	81,865	50,550	50,550	(31,315)
Road Fund Support	510,501	567,250	550,600	491,797	837,621	837,621	345,824
<b>General Fund Support</b>	<b>32,522</b>	<b>128,008</b>	<b>239,917</b>	<b>412,361</b>	<b>91,005</b>	<b>91,005</b>	<b>(321,356)</b>
Total Revenues	\$1,387,229	\$1,644,396	\$1,670,810	\$1,798,885	\$1,965,662	\$1,965,662	\$166,777
<b>Expenditures</b>							
Salaries & Benefits	\$843,088	\$1,057,897	\$1,127,240	\$1,214,837	\$1,267,214	\$1,267,214	\$52,377
Supplies & Services	118,031	135,975	118,082	113,376	140,501	140,501	27,125
Other Charges	406,724	447,383	420,998	469,431	548,447	548,447	79,016
Fixed Assets	19,386	3,141	4,490	1,241	13,500	13,500	12,259
Expense Transfer	0	0	0	0	(4,000)	(4,000)	(4,000)
Total Expenditures	\$1,387,229	\$1,644,396	\$1,670,810	\$1,798,885	\$1,965,662	\$1,965,662	\$166,777
<b>Staffing</b>							
Allocated Positions	12.00	14.00	15.00	15.00	15.00	15.00	0.00
Temporary (FTE)	0.50	0.00	0.25	0.50	0.00	0.00	(0.50)
<b>Total Staffing</b>	<b>12.50</b>	<b>14.00</b>	<b>15.25</b>	<b>15.50</b>	<b>15.00</b>	<b>15.00</b>	<b>(0.50)</b>

**Purpose**

The Land Use Division supports the Road Division by ensuring the protection of County roads; supports the Engineering Division by providing surveying and right of way services; and supports the Aviation Division by managing airport property. The Land Use budget provides funding for three sections: Development Projects Section; Real Property & Right of Way Section; and Survey Section. The functions of the Division are diverse and are very specialized. The Division is staffed by 14 professionals. Licenses held by staff include 2 Registered Civil Engineers; 1 Registered Traffic Engineer; 3 Licensed Land Surveyors; 1 Engineer-in-Training; and 2 Land Surveyors-in-Training. The Division also includes an Administrative Secretary.

This budget grouping includes three budget units: General Fund Land Use (1100-166), County Surveyor (1100-168), and Roads Fund Land Use (1200-322).

**Recommended Budget**

The General Fund portion of the Land Use budget is recommended to be reduced by \$152,808 or 63% of the adopted FY 2010-11 budget. There is also a decrease in expenditures of \$168,548 due to the elimination of one-time funding allocated for a traffic impact study and OnTrack permit system through Community Development. The reduction in General Fund support is anticipated to be achieved

by increasing fee recovery and reducing Roads staff time spent on General Fund activities.

**Board Adopted**

The Board adopted this budget as recommended.

**Program Discussion**

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 by non-County entities within the public maintained road system, such as encroachment permits for private and public utility companies, parades and special events, and transportation permits for oversize and overweight vehicles.

**1100 166 General Fund Land Use**

Referrals are sent from the Community Development Services Department to the Department of Public Works pertaining to projects that may affect facilities maintained by Public Works. These referrals generally result from 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 these projects are designed and built to meet applicable County policies and codes as well as State and federal requirements.

The adopted budget is \$718,173, a decrease of \$69,633, or 9% from FY 2009-10.

**1100 168 County Surveyor**

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. This Unit is staffed by the County Surveyor who also oversees the Survey Section. These functions are governed by the County Subdivision Ordinance; State Subdivision Map Act (Government Code); and the State Business & Professions Code.

This is a new budget unit for FY 2011-12 the adopted budget is \$232,953.

**1200 322 Roads Land Use**

The purpose of the budget unit is to provide survey and right-of-way services that meet State and federal regulations, specifically the State of California Streets and Highways Code. This unit also insures that activities by non-County entities within the public maintained road system do not negatively impact infrastructure or users.

The adopted budget is \$1,244,609, a decrease of \$35,399, or 3% from FY 2009-10.

**2010-11 Accomplishments**

1. Reviewed Division fees to ensure full cost recovery of services provided.
2. Monitored actual revenue and expenditures against budgeted projections to insure fees were achieving full recovery.
3. Continued work with the Community Development Services Department in the update of the circulation element of the General Plan and the implementation of the OnTrack permit tracking system.

**2011-12 Objectives**

1. To update the Division’s forms and handouts.
2. To continue to closely monitor actual revenue and expenditures against budgeted projections; and review Division fees to ensure full cost recovery of services provided.
3. To continue work with the Community Development Services Department in the update of the circulation element of the General Plan and the implementation of the “On Track” permit tracking system.

<b>Parks &amp; Trails Summary</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Taxes	\$0	\$65,000	\$65,000	\$0	\$400,610	\$400,610	\$400,610
Licenses & Permits	300	260	480	65	150	150	85
Use of Money & Property	1,975	3,096	2,356	1,857	2,000	2,000	143
Other Gov't Agencies	122,068	0	601,117	1,241,623	8,500	8,500	(1,233,123)
Charges for Services	531,893	414,785	359,347	376,404	349,718	349,718	(26,686)
Other Revenues	2,037	22,012	17,063	115,204	17,600	17,600	(97,604)
(To)/From Non GF Fund Balance	4,104	(22,434)	(16,595)	(208,688)	(205,610)	(205,610)	3,078
<b>General Fund Support</b>	<b>123,222</b>	<b>243,371</b>	<b>290,590</b>	<b>236,240</b>	<b>208,028</b>	<b>208,028</b>	<b>(28,212)</b>
<b>Total Revenues</b>	<b>\$785,599</b>	<b>\$726,090</b>	<b>\$1,319,358</b>	<b>\$1,762,705</b>	<b>\$780,996</b>	<b>\$780,996</b>	<b>(\$981,709)</b>
<b>Expenditures</b>							
Salaries & Benefits	\$353,307	\$370,035	\$409,064	\$405,540	\$428,737	\$428,737	\$23,197
Supplies & Services	230,022	234,402	195,350	198,212	179,655	179,655	(18,557)
Other Charges	78,622	71,706	77,116	103,408	82,604	82,604	(20,804)
Fixed Assets	123,648	49,947	637,828	1,346,303	130,000	130,000	(1,216,303)
Intrafund Transfer	0	0	0	(290,758)	(40,000)	(40,000)	250,758
<b>Total Expenditures</b>	<b>\$785,599</b>	<b>\$726,090</b>	<b>\$1,319,358</b>	<b>\$1,762,705</b>	<b>\$780,996</b>	<b>\$780,996</b>	<b>(\$981,709)</b>
<hr/>							
Allocated Positions	6.00	6.00	6.00	6.00	6.00	6.00	0.00
Temporary (FTE)	1.00	1.30	1.80	1.30	1.30	1.30	0.00
<b>Total Staffing</b>	<b>7.00</b>	<b>7.30</b>	<b>7.80</b>	<b>7.30</b>	<b>7.30</b>	<b>7.30</b>	<b>0.00</b>

### **Purpose**

The Parks and Trails budget grouping provides for the operation, maintenance, management, and planning for the County park system which includes parks, trails, and recreational areas. With 17 units and a combined total acreage of nearly 900 acres, the County park system is comprised of a diverse set of public lands containing unique natural and cultural features. The mission of the Parks Division is to provide and adequately maintain recreation opportunities which are highly accessible and offer a high-quality outdoor experience in a safe environment; to protect park resources from incompatible uses; and to plan park development in such a manner as to minimize environmental impacts.

This budget grouping contains two separate budget units: Parks & Recreation (1100-713) and Bicycles & Trailways (1150-715). The baseline budget for Parks & Recreation is funded primarily through fee revenue (camping and day-use fees) and the County General Fund. Four parks have day-use fees, and there are five campgrounds. The baseline budget for Bicycles & Trailways is funded through the Transportation Development Act (TDA). Park and trail enhancement projects are funded through federal or State grants or Quimby Act fees.

### **Recommended Budget**

An 8% reduction to the General Fund contribution to Parks is being recommended. A portion of the budget reductions will be absorbed through increased fee revenue and the remainder will

be achieved by through salary savings. Salary costs have been reduced through retirements resulting in positions being filled at lower step levels with no longevity.

All of the 2002 Resources Bond Act (Proposition 40) Per Capita Program projects were completed in FY 2010-11. This accounts for the over \$1 million decrease in revenue from other governmental agencies and corresponding decrease in expenditures on fixed assets.

### **Board Adopted**

The Board adopted this budget as recommended.

### **Program Discussion**

County parks and trails provide opportunities for a wide variety of recreational activities including camping, picnicking, swimming, fishing, boating, beachcombing, clamming, hiking, bicycling, and wildlife viewing. The County park system includes five campgrounds, five boat ramps, and over five miles of the California Coastal Trail. Park and trail system units are located at Big Lagoon, Centerville, Clam Beach, Eel River (Crab Park, Margarite Lockwood Park, and Pedrazzini Boat Ramp), Fairhaven (Fairhaven “T” and Power Pole Access Points), Fields Landing, Freshwater, Luffenholtz Beach, Mad River, McKinleyville (Hammond Trail), Moonstone Beach, Petrolia (A.W. Way Park), Samoa, Table Bluff, and the Van Duzen River. The County park system is open year-round, and

sees a substantial increase in usage between April and September.

The Parks Division is responsible for the ongoing operation and maintenance of the County park system. Parks staff administers fee collection at the campground and day-use areas. Maintenance duties include groundskeeping, facility repair (buildings, camp sites, parking areas, fences, boat ramps, play structures, utilities, picnic tables, signs, and a seasonal dam and fish ladder), stocking supplies, vandalism abatement, and providing waste and wastewater services.

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

The Parks Division has focused on maintaining a minimum level of service at all units within the County park system. Due to staffing and budget constraints, progress in planning for facility enhancement projects, restoration activities, expansion, and preventative maintenance has been limited.

In 2010, efforts were initiated to evaluate the potential role of the County in managing a community forest similar to the City of Arcata Community Forest.

### **1100 713 Parks & Recreation**

This budget unit funds work on County parks and recreational areas. The adopted budget is \$575,496, a decrease of \$1,224,306, or 68% from FY 2010-11, due to the completion of projects in the prior fiscal year.

### **1150 715 Bicycles & Trailways**

This budget unit funds work on County trails. The adopted budget is \$205,500, an increase of \$127,396, or 163% from FY 2010-11. Additional Transportation Development Act revenues have been incorporated to fund necessary maintenance and design efforts for the Hammond Trail bridge over the Mad River.

## **2010-11 Accomplishments**

1. Increased total fee revenue by 5%.
2. Constructed capital improvements with \$1.2 million of funding from the 2002 Resources Bond Act Per Capita Grant Program: two new restrooms and septic systems at Freshwater Park, a new restroom with showers and new septic system at A.W. Way Park, a new restroom

at Fields Landing Boat Ramp, and paving and accessibility improvements at Freshwater Park.

3. Constructed campground enhancements, established electrical service, and installed a tsunami siren at Clam Beach County Park; installed a tsunami siren at Big Lagoon Park, improved the parking area at Crab Park, and implemented hazard tree treatments along the Hammond Trail and at Big Lagoon Park.
4. Worked with a coalition of stakeholders to develop a conceptual plan to improve cultural resource protections at Big Lagoon County Park, and initiated development of design plans and associated detailed evaluations.
5. Collaborated with Redwood Community Action Agency and other stakeholders in the development of the California Coastal Trail Implementation Strategy for Humboldt County.

3. To work with County Counsel and the Sheriff's Office to update the park ordinance in order to enhance administrative and enforcement abilities.
4. To work with stakeholders to design and implement protective measures for cultural resources at Big Lagoon Park.
5. To install temporary repair measures for the Hammond Trail Mad River bridge and develop a plan for bridge replacement.
6. To secure grant funding for projects to replace the boat ramp at Fields Landing, replace the restroom and septic system at Luffenholz Park, rehabilitate the pavement at Samoa Campground, and upgrade the restroom at Mad River Park.

## **2011-12 Objectives**

1. To increase total fee revenue by 7%, through increases in fee rates and utilization.
2. To collaborate with volunteers and non-profit organizations to enhance community involvement with county parks and trails and increase volunteer contribution to park and trail maintenance.

<b>1200 - Roads Fund</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Taxes	\$3,362,697	\$3,107,711	\$2,806,453	\$2,614,441	\$2,564,332	\$2,564,332	(\$50,109)
Licenses & Permits	73,043	0	0	0	0	0	0
Use of Money & Property	91,249	139,156	78,233	94,658	50,000	50,000	(44,658)
Other Gov't Agencies	22,466,378	18,268,043	15,204,644	19,217,221	19,733,285	19,733,285	516,064
Charges for Services	1,104,706	590,097	589,557	641,899	819,758	819,758	177,859
Other Revenues	77,711	67,827	15,414	555,488	4,993,536	4,993,536	4,438,048
<b>Roads Fund Support</b>	<b>(3,004,635)</b>	<b>(408,386)</b>	<b>944,715</b>	<b>(7,194,130)</b>	<b>2,576,169</b>	<b>2,576,169</b>	<b>9,770,299</b>
Total Revenues	\$24,171,149	\$21,764,448	\$19,639,016	\$15,929,577	\$30,737,080	\$30,737,080	\$14,807,503
<b>Expenditures</b>							
Contracts	\$8,326,706	\$9,317,109	\$6,932,058	\$3,650,224	\$0	\$0	(\$3,650,224)
Salaries & Benefits	6,031,811	5,660,083	5,918,643	6,441,189	7,949,444	7,949,444	1,508,255
Supplies & Services	9,202,469	6,438,795	6,502,221	5,339,941	21,617,051	21,617,051	16,277,110
Other Charges	496,413	271,706	187,731	398,408	389,002	389,002	(9,406)
Fixed Assets	113,750	76,755	98,363	99,815	781,583	781,583	681,768
Total Expenditures	\$24,171,149	\$21,764,448	\$19,639,016	\$15,929,577	\$30,737,080	\$30,737,080	\$14,807,503
<hr/>							
Allocated Positions	112.00	112.00	113.00	113.00	108.00	108.00	(5.00)
Temporary (FTE)	3.50	6.01	7.25	6.60	12.50	12.50	5.90
<b>Total Staffing</b>	<b>115.50</b>	<b>118.01</b>	<b>120.25</b>	<b>119.60</b>	<b>120.50</b>	<b>120.50</b>	<b>0.90</b>

**Purpose**

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

This budget grouping includes four operating budgets that fund staff and programs (Roads Business budget unit 320, Roads Engineering budget unit 321, Roads Maintenance budget unit 325 and Roads Natural Resources budget unit 331), as well as two budget units that are primarily “holding accounts” for general Road Fund purposes (Roads General Purpose Revenue 1200-888, which collects general purpose revenues for the Roads Fund, and Roads Contingency 1200-990, which contains appropriated but unspecified contingency funds).

**Recommended Budget**

The total recommended Roads budget is \$30,737,080, a decrease of \$7,169,907, or 19%. The decrease is primarily due to two factors, reduction in Proposition 1B projects and completion of the seismic retrofit and rehabilitation of the Martins Ferry Bridge.

The recommended budget includes the elimination of five Senior Road Maintenance Worker positions. The positions were vacant and no layoffs were required. The department has reorganized and the positions are no longer needed.

**Board Adopted**

The Board adopted this budget as recommended.

**Program Discussion**

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

**1200 320 Roads Business**

This budget unit provides administrative, accounting and clerical support for the Public Works Department. The adopted budget is \$1,032,449, an increase of \$10,183, or 1% from FY 2010-11.

**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 which is not related to County-maintained roads is funded by outside revenue (e.g., airports and parks). The Division is also responsible for inspecting projects during construction to assure compliance with the design plans and specifications, and good engineering practices.

The adopted budget is \$15,544,193, a decrease of \$7,805,418, or 33% from FY 2010-11. Due to the completion seismic retrofit and bridge rehabilitation projects.

**1200 325 Roads Maintenance**

The Road Maintenance and Construction budget provides for routine maintenance and safe roads for the citizens of Humboldt County and also provides funding for disaster response.

The adopted budget is \$13,136,925, an increase of \$562,609, or 4% from FY 2010-11.

**1200 331 Roads Natural Resources**

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

The adopted budget is \$408,513, an increase of \$60,719, or 17% from FY 2010-11

**1200 888 Roads General Purpose Revenues**

The function of this budget unit is to collect Roads Fund revenue. Funding is from a variety of sources: 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.

It is anticipated that funding of \$432,874 will be available from the Secure Rural Schools and Rural Roads Act. Timber Tax revenues have dropped substantially in the last two fiscal years and are expected to start increasing gradually next fiscal year. All Proposition 1B revenues have been received and no funds are projected. Gas taxes are being received at a consistent rate and expected to remain the same in the new fiscal year.

The adopted budget is \$10,831,861, a decrease of \$3,103,251, or 22% from FY 2010-11, the elimination of Proposition 1B funding.

**1200 990 Roads Contingency**

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

The adopted budget is \$615,000, a decrease of \$35,000, or 6% from FY 2010-11.

**2010-2011 Accomplishments**

1. Finalized work at the State level to enhance infrastructure funds and received the remaining \$3.5 million of Proposition 1B funds available to the County for local streets and roads projects.
2. Became a signatory to the statewide County Public Works Mutual Aid Memorandum of Understanding.
3. Chip sealed 7 miles of road and prepared 25 miles for chip sealing.
4. Updated the County Pavement Management System.
5. Completed the Seismic Retrofit at the Martins Ferry Bridge and made repairs to seven bridges funded through the Bridge Preventive Maintenance Program.

**2011-12 Objectives**

1. To chip seal 25 miles of County Roads.
2. To complete the new Loleta Sign Shop.
3. To repair seven bridges funded through the Bridge Preventive Maintenance Program and install three new railcar bridges.
4. To produce 25,000 cubic yards of quarried road surface material.
5. To continue and enhance the Cal Fire vegetation role in both the northern and southern portions of the County.



<b>1100 - General Fund</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Taxes	\$245,947	\$271,203	\$461,637	\$693,028	\$645,000	\$645,000	(\$48,028)
Charges for Services	81,876	217,592	115,444	132,732	207,200	207,200	74,468
<b>General Fund Support</b>	<b>279,829</b>	<b>227,316</b>	<b>(73,086)</b>	<b>(271,787)</b>	<b>(188,342)</b>	<b>(188,342)</b>	<b>83,445</b>
Total Revenues	\$607,652	\$716,111	\$503,995	\$553,973	\$663,858	\$663,858	\$109,885
<b>Expenditures</b>							
Supplies & Services	\$480,344	\$502,356	\$353,914	\$415,059	\$454,920	\$454,920	\$39,861
Other Charges	127,308	213,755	127,179	134,864	208,938	208,938	74,074
Fixed Assets	0	0	22,902	4,050	0	0	(4,050)
Total Expenditures	\$607,652	\$716,111	\$503,995	\$553,973	\$663,858	\$663,858	\$109,885
<hr/>							
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Temporary (FTE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Staffing</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## **Purpose**

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

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

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

The Solid Waste Division provides for management of the Table Bluff Closed Landfill located near Loleta. The site was used for waste disposal starting in the 1930s and was formally closed in 1979. The site is equipped with a leachate collection and treatment system, and is regulated by state agencies and the County Environmental Health Division. The Table Bluff Closed Landfill is subject to operation and maintenance requirements in perpetuity.

## **Recommended Budget**

The recommended budget for Solid Waste includes a contribution to the General Fund of \$188,342. This is due to anticipated increased franchise revenue and reduced

expenditures for operation of the container sites primarily the result of new franchise and container site agreements.

## **Board Adopted**

The Board adopted this budget as recommended.

## **Program Discussion**

The requested budget for FY 2011-12 is \$663,858, paid for primarily through Solid Waste Franchise fees. Additional fees are collected by the Humboldt Waste Management Authority on behalf of the County.

The purpose of this budget unit is to provide administration and funding for 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.

The Board of Supervisors adopted a statement of goals in FY 2005-06 that is guiding development of future contracts with solid waste haulers.

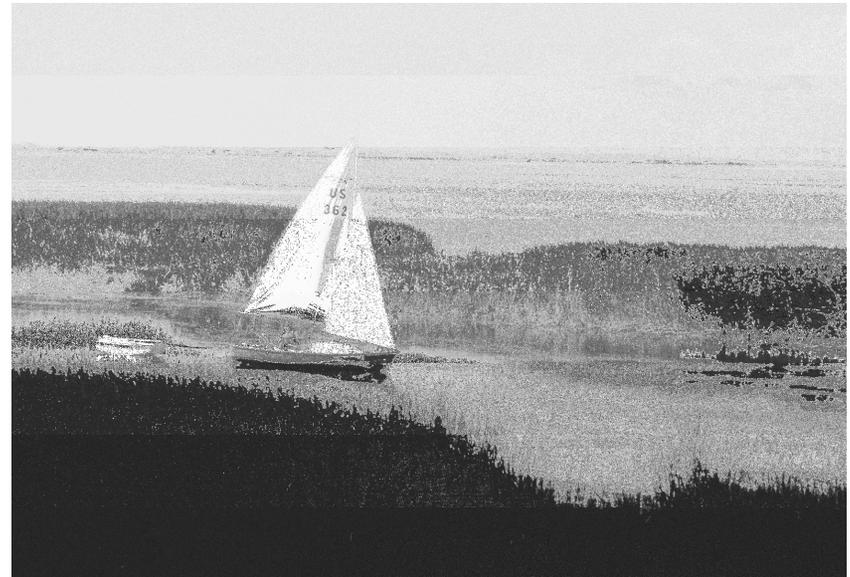
**2010-11 Accomplishments**

- 1. Finalized long-term agreements with two franchise, container site and transfer station contractors which includes incorporating in franchise agreements residents' option to participate in curbside recycling collection programs in the unincorporated areas of the County.
- 2. Prepared a Table Bluff Closed Landfill Management Plan (February 2011) to help ensure consistent maintenance and aid in troubleshooting. Re-opened a leachfield for leachate treatment and made site drainage improvements.

**2011-12 Objectives**

- 1. To implement improvements to the Table Bluff closed landfill leachate system to prevent system failures and unauthorized releases.
- 2. To develop a contract with Yurok Tribe for operations of Weitchepec container and non-exclusive franchises in certain areas.

- 3. To continue finalization of long-term agreements with remaining franchise, container site and transfer station contractors, which includes incorporating in franchise agreements residents' option to participate in curbside recycling collection program in the unincorporated areas of the County.
- 4. To continue assessment of container site operations.



<b>1150-Transportation Services Fund</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Taxes	\$1,402,293	\$1,447,733	\$1,672,107	\$2,049,310	\$2,100,000	\$2,100,000	\$50,690
(To)/From Non-GF Balance	(65,000)	0	0	0	0	0	0
<b>Total Revenues</b>	<b>\$1,337,293</b>	<b>\$1,447,733</b>	<b>\$1,672,107</b>	<b>\$2,049,310</b>	<b>\$2,100,000</b>	<b>\$2,100,000</b>	<b>50,690</b>
<b>Expenditures</b>							
Other Charges	\$1,337,293	\$1,447,733	\$1,672,107	\$2,049,310	\$2,100,000	\$2,100,000	\$50,690
<b>Total Expenditures</b>	<b>\$1,337,293</b>	<b>\$1,447,733</b>	<b>\$1,672,107</b>	<b>\$2,049,310</b>	<b>\$2,100,000</b>	<b>\$2,100,000</b>	<b>\$50,690</b>
<hr/>							
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Temporary (FTE)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Staffing</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Purpose**

The Transportation Services budget was established to reflect the distribution of the County’s share of Transportation Development Act (TDA) Funds. These funds are derived from sales tax on retail sales collected statewide. One-quarter cent of this revenue is returned to the County by the State based on the amount of tax collected. The funds are then distributed to the local cities and the County based on population. Program

distribution is subject to the approval of the local planning agency, the Humboldt County Association of Governments.

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

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

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

## **Recommended Budget**

Total TDA funding for Humboldt County in FY 2011-12 is estimated at \$2,144,492, an increase of 16.7% from last year's estimated total of \$1,836,889. This increase is based on information provided by the Humboldt County Association of Governments. The Bicycle and Trails budget (1150 715) is anticipated to receive \$400,610 of this funding and Roads is anticipate to receive \$44,492. Last year Roads did not receive an allocation and trails received \$60,104.

If any unmet transit needs are found, it could possibly impact the amount of funding available to the Bicycle and Trailways budget unit and funding allocations for the various transit system operators.

The requested budget for FY 2011-12 is \$2,100,000, which does not include the funds allocated in the Roads budget.

## **Board Adopted**

The Board adopted this budget as recommended.

## **Program Discussion**

This budget provides funding to transit service operators and for pedestrian and bicycle facilities within the unincorporated areas of the County.

## **2010-11 Accomplishments**

1. Continued to administer and monitor transit programs authorized by the Board of Supervisors.
2. Provided funding for maintenance and operation of pedestrian and bicycle facilities.

## **2011-12 Objectives**

1. To continue administering and monitoring transit programs authorized by the Board of Supervisors, and providing funding for maintenance and operation of pedestrian and bicycle facilities.
2. To execute new five year agreements with the transit systems whose current agreements are expiring at the end of FY 2011-12.

<b>1100 - General Fund</b>	<b>2007-08 Actual</b>	<b>2008-09 Actual</b>	<b>2009-10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Request</b>	<b>2011-12 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>							
Other Govt'l Agencies	\$158,617	\$1,582,968	\$63,472	\$300,000	\$0	\$100,000	(\$200,000)
Charges for Services	18,263	65,603	46,303	18,675	33,019	33,019	14,344
Other Revenues	100,004	1,500	8,247	10,871	7,500	10,250	(621)
<b>General Fund Support</b>	<b>256,179</b>	<b>188,682</b>	<b>179,213</b>	<b>164,084</b>	<b>175,956</b>	<b>150,956</b>	<b>(13,128)</b>
Total Revenues	\$533,063	\$1,838,753	\$297,235	\$493,630	\$216,475	\$294,225	(\$199,405)
<b>Expenditures</b>							
Salaries & Benefits	\$22,356	\$58,272	\$44,039	\$63,113	\$66,415	\$66,415	\$3,302
Supplies & Services	124,291	167,806	116,441	83,017	101,506	79,256	(3,761)
Other Charges	386,416	172,142	136,755	363,500	65,000	165,000	(198,500)
Fixed Assets	0	1,440,533	0	0	0	0	0
Expense Transfer	0	0	0	(16,000)	(16,446)	(16,446)	(446)
Total Expenditures	\$533,063	\$1,838,753	\$297,235	\$493,630	\$216,475	\$294,225	(\$199,405)
<b>Staffing</b>							
Allocated Positions	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Temporary (FTE)	1.00	1.00	0.50	0.00	0.00	0.00	0.00
<b>Total Staffing</b>	<b>2.00</b>	<b>2.00</b>	<b>1.50</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

**Purpose**

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

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 Water Management Division implements storm water programs to reduce the discharge of pollutants to storm drainage systems and receiving waters for McKinleyville, which is considered an urbanized area, and Shelter Cove, which is adjacent to a state-designated Area of Special Biological Significance.

Other typical Water Management projects include habitat restoration, flood risk reduction, consultation on dam removal

projects, and participation in regional planning initiatives involving water resources.

**Recommended Budget**

The total proposed Water Management budget is \$191,475, and of this amount \$150,956 comes from the General Fund. The recommended reduction for the General Fund portion of the budget is 8%. To meet budget reductions service and supply accounts have been reduced by 8% from the prior fiscal year.

The budget reductions will reduce the level of service provided by the Water Management division. The division will have less capability to maintain the levee systems and implement the storm water pollution reduction program. The division will also have limited ability to continue involvement with ongoing projects such as the Salt River restoration project in Ferndale.

A supplemental funding request of \$25,000 was submitted for Water Management. The request was for funding to maintain a minimum level of gravel removal (10,000 to 15,000 cubic yards) in FY 2011-12 for the Redwood Creek levee system. This request met the Board priority of improved safety however it did not achieve a priority level that allowed it to be funded based on the limited available financial resources.

The FY 2010-11 budget included one-time funding of \$300,000 in grant funding from the Department of Water Resources for a geotechnical evaluation of the Redwood Creek levee system.

## **Board Adopted**

The Board adopted this budget with an increase of \$102,750. This increase was based on a new grant award and updated revenue projections.

## **Program Discussion**

The Water Management Division continues to focus on maintenance activities at the Redwood Creek levee system, which include gravel extraction, vegetation removal, inspections, and structural repairs. The Redwood Creek levee is impaired by large amounts of excess sediment which deposit annually and reduce levee capacity. Water Management continues to work with stakeholders to address the levee design issues and move toward a long-term solution, but in the interim there is a need to maximize flood conveyance capacity with aggressive maintenance.

Levee maintenance activities are subject to conditions contained within environmental permits which are established to protect habitat and water quality within the flood control channel. Costs are associated with planning, surveying, engineering, stockpile sites, equipment, personnel, trucking, inspections, and environmental compliance.

The Water Management Division has been the lead entity to review the Federal Emergency Management Agency's proposed revisions to the Flood Insurance Rate Maps for Orick and Blue Lake, which are facing levee de-certification and

expansion of the regulated floodplain area. Water Management has initiated efforts to perform technical evaluations of the levees, but so far it has been cost-prohibitive to perform all the necessary evaluations to determine compliance with FEMA's levee certification standards. In 2010, the Board appealed the proposed flood map for Orick after technical errors were identified.

The Water Management Division interfaces with FEMA and the Army Corps of Engineers and provides a communication link with the affected communities on levee issues, as federal levee policies are in a state of flux.

The Water Management Division provides technical support to the Board regarding the Klamath Basin Restoration Agreement and Klamath Hydroelectric Settlement Agreement and participates in the working committees involved with planning, permitting, and implementation.

The Water Management budget unit provides funding for inspection and maintenance activities at the Sandy Prairie and Mad River levee systems. These systems require periodic structural repairs and vegetation removal but no sediment removal.

This budget unit funds the implementation of the storm water management program in McKinleyville and efforts to bring storm water discharge in the Shelter Cove area into compliance with the California Ocean Plan.

**2010-11 Accomplishments**

1. Submitted an application to Army Corps of Engineers and NOAA-National Marine Fisheries Service for a five-year permit for maintenance at Redwood Creek levee system, and submitted an application to Department of Fish and Game for a grant to perform a preliminary feasibility study for a Redwood Creek estuary restoration and levee rehabilitation project.
2. Removed 13,300 cubic yards of sediment from the Redwood Creek levee system and implemented vegetation treatments to improve levee capacity and operational conditions.
3. Completed a geotechnical evaluation of the Redwood Creek levee system with state Department of Water Resources grant funding.
4. Participated with land-owners along the Jacobs Avenue levee in Eureka to pursue a cooperative effort for a preliminary levee evaluation and needs assessment.
5. Prepared and distributed spill kits to County road maintenance crews, developed a spill kit handbook, and performed spill response training.

**2011-12 Objectives**

1. To improve flood safety in Orick by removing as much sediment as feasible from the Redwood Creek levee system.
2. To develop a funding agreement with FEMA to perform the technical studies necessary to prepare accurate flood hazard mapping and updated Flood Insurance Rate Maps for Orick and Blue Lake.
3. To develop the required riparian vegetation mitigation plan for the Redwood Creek levee system and obtain approval from the California Coastal Commission.
4. To continue to participate on the technical coordination committee for the Klamath Hydroelectric Settlement Agreement and provide technical support to the Board on Klamath River dam removal and restoration issues.
5. To continue implementation of storm water programs in McKinleyville and Shelter Cove, to the extent feasible within the available budget.