

Departmental Summary	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Adopted	2012-13 As of 3/31	2013-14 Request	2013-14 Proposed	Increase/ (Decrease)
Revenues								
Attributable to Department	\$35,841,131	\$46,397,857	\$29,565,746	\$57,156,764	\$35,601,300	\$68,454,279	\$68,454,279	\$32,852,979
General Fund Support	2,220,800	2,179,753	2,179,753	2,019,090	1,678,691	4,956,781	2,259,382	580,691
(To)/From Non-General Fund Balance	<u>3,905,419</u>	<u>(6,837,755)</u>	<u>12,243,276</u>	<u>(20,531,773)</u>	<u>1,591,322</u>	<u>2,815,515</u>	<u>2,815,515</u>	<u>1,224,193</u>
Total Revenues	\$41,967,350	\$41,739,855	\$43,988,775	\$38,644,081	\$38,871,313	\$76,226,575	\$73,529,176	\$34,657,863
Expenditures								
Contracts	\$6,932,058	\$3,650,224	\$7,287,906	\$0	\$5,387,219	\$0	\$0	(\$5,387,219)
Salaries & Benefits	\$11,187,698	\$11,981,870	\$12,750,171	\$11,482,126	\$11,482,126	13,536,712	13,213,312	1,731,186
Supplies & Services	11,413,842	10,919,069	12,195,554	\$11,230,267	11,230,267	30,147,339	28,073,842	16,843,575
Other Charges	4,240,665	5,932,742	6,010,461	\$7,294,605	9,440,674	17,676,049	17,661,049	8,220,375
Fixed Assets	8,193,139	9,792,424	6,232,529	\$2,047,639	2,047,950	15,532,623	15,271,623	13,223,673
Expense Transfer	0	(425,386)	(487,846)	(\$716,923)	(716,923)	(666,148)	(690,650)	26,273
Operating Revenue & Contributions	(52)	(111,088)	0	\$7,306,367	0	0	0	0
Total Expenditures	\$41,967,350	\$41,739,855	\$43,988,775	\$38,644,081	\$38,871,313	\$76,226,575	\$73,529,176	\$34,657,863
Total Staffing	218.08	221.08	218.96	230.50	234.28	224.90	224.50	(9.78)

Public Works Summary

Thomas K. Mattson, Public Works Director

The Public Works Department consists of the following budget groups:

Aviation

- 3530 381 Arcata-Eureka Airport
- 3530 372 Murray Field Airport
- 3530 373 Rohnerville Airport
- 3530 374 Garberville Airport
- 3530 375 Dinsmore Airport
- 3530 376 Kneeland Airport
- 3539 170 Capital Projects (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

Fleet Services

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

Land Use

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

Natural Resources – Planning

- 1100289 Natural Resources

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 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.

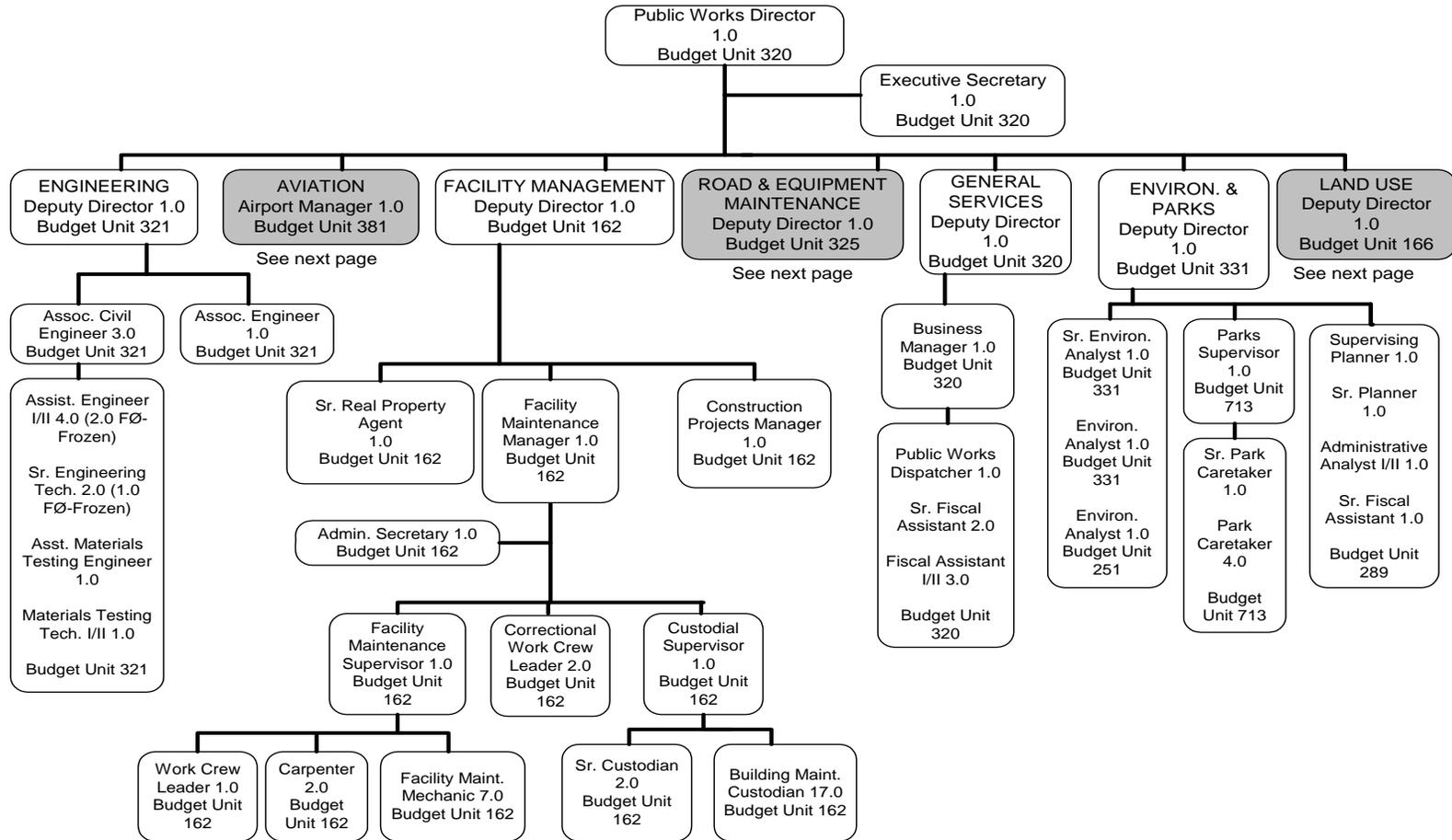
Performance Measures

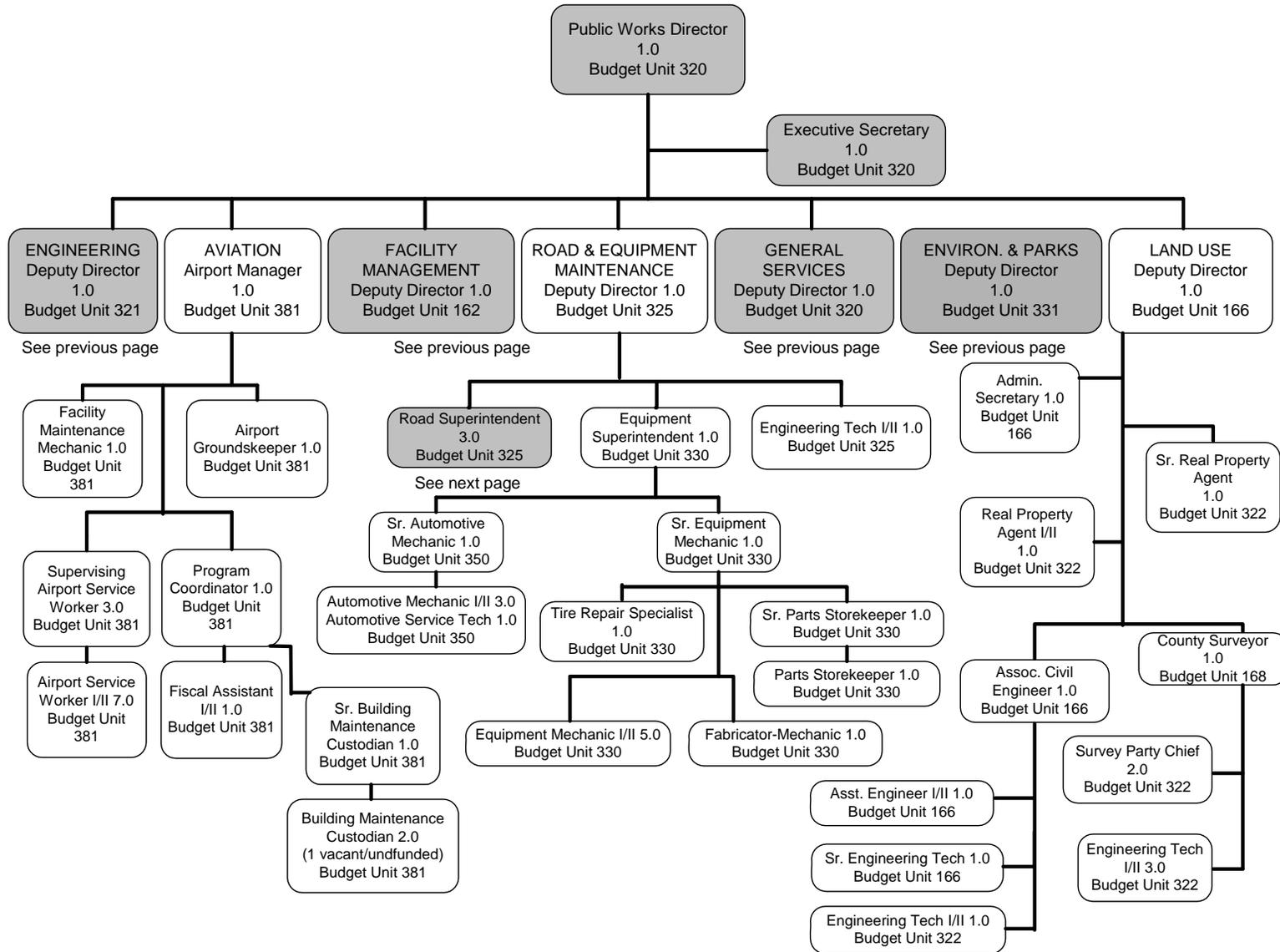
1. <i>Description of Performance Measure:</i> Number of road chip seals				
<i>FY 2009-10 Actual</i>	<i>FY 2010-11 Actual</i>	<i>FY 2011-12 Actual</i>	<i>FY 2012-13 Projected</i>	<i>FY 2013-14 Estimate</i>
13	7	12	15	20
<i>Describe why this measure is important and/or what it tells us about the performance 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; thereby providing for and maintaining County infrastructure.				
2. <i>Description of Performance Measure:</i> Number of reported vehicle accidents on County Roads in Humboldt County				
<i>FY 2009-10 Actual</i>	<i>FY 2010-11 Actual</i>	<i>FY 2011-12 Actual</i>	<i>FY 2012-13 Projected</i>	<i>FY 2013-14 Estimate</i>
432	423	446	540	460
<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, thereby creating opportunities for improved safety and health.				

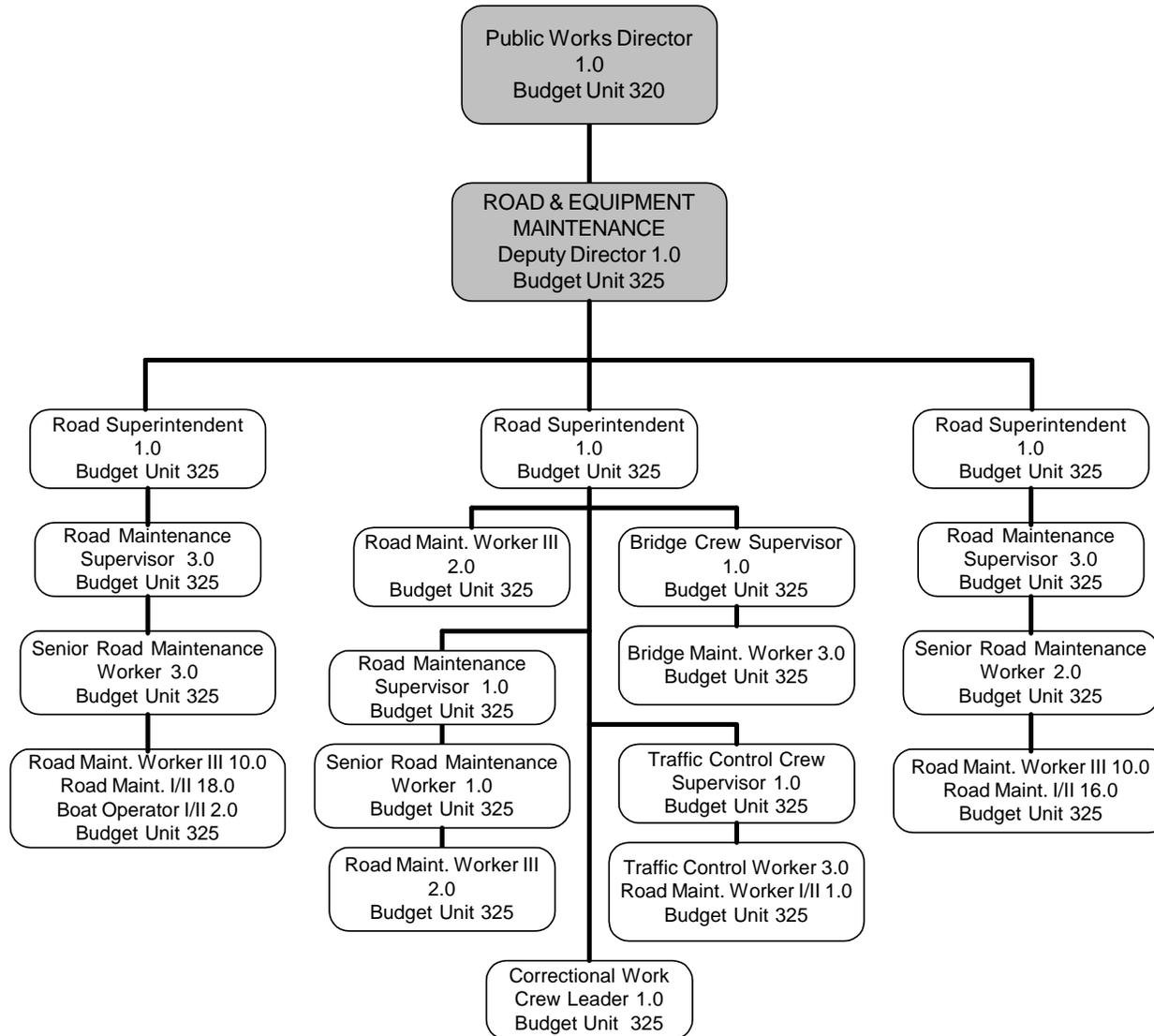
3. Description of Performance Measure: Project Contracted Expenditures				
<i>FY 2009-10 Actual</i>	<i>FY 2010-11 Actual</i>	<i>FY 2011-12 Actual</i>	<i>FY 2012-13 Projected</i>	<i>FY 2013-14 Estimate</i>
\$14,672,521	\$14,643,466	\$13,333,304	\$14,089,400	\$30,434,659
<p><i>Describe why this measure is important and/or what it tells us about the performance of this department:</i> This illustrates the ability of the Department to secure funding for roads, bridges, parks and aviation projects. It demonstrates the ability to undertake required infrastructure improvements, thereby supporting business and workforce development, and providing for and maintaining infrastructure.</p>				
4. Description of Performance Measure: Workforce injuries for Public Works				
<i>FY 2009-10 Actual</i>	<i>FY 2010-11 Actual</i>	<i>FY 2011-12 Actual</i>	<i>FY 2012-13 Projected</i>	<i>FY 2013-14 Estimate</i>
20	32	30	24	29
<p><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 providing a safe working environment through tools and training to prevent and/or decrease employee injury. It allows the Department to maximize staff resources, provide a safe workplace, forge employee retention and decrease workers' compensation claims, therefore, creating opportunities for improved safety and health.</p>				



Organizational Chart:







Aviation Summary	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Use of Money & Property	\$7,071	\$3,399	\$344	\$685	\$0	\$0	(\$685)
Other Gov't Agencies	4,883,863	8,489,801	2,951,358	160,155	4,294,000	4,294,000	4,133,845
Charges for Services	2,646,911	3,289,237	2,991,454	3,053,869	2,781,538	2,781,538	(272,331)
Other Revenues	253,323	412,043	41,539	158,251	0	0	(158,251)
General Fund Contribution	0	0	0	0	393,800	0	0
(To)/From Non-GF Fund Balance	2,067,786	(419,186)	1,091,109	1,316,769	(88,967)	(88,967)	(1,405,736)
Total Revenues	\$9,858,954	\$11,775,294	\$7,075,804	\$4,689,729	\$7,380,371	\$6,986,571	\$2,296,842
Expenditures							
Salaries & Benefits	\$1,045,881	\$1,177,458	\$1,166,848	\$1,136,325	\$1,183,268	\$870,868	(\$265,457)
Supplies & Services	1,537,871	1,926,248	1,691,331	1,570,262	1,709,675	1,628,275	58,013
Other Charges	1,296,598	1,196,455	1,141,248	1,404,931	1,096,195	1,096,195	(308,736)
Fixed Assets	5,978,604	7,475,133	3,076,377	699,027	3,554,500	3,554,500	2,855,473
Expense Transfer	0	0	0	(120,816)	(163,267)	(163,267)	(42,451)
Total Expenditures	\$9,858,954	\$11,775,294	\$7,075,804	\$4,689,729	\$7,380,371	\$6,986,571	\$2,296,842
Staffing							
Allocated Positions	19.00	19.00	19.00	19.00	19.00	19.00	0.00
Temporary (FTE)	0.75	0.50	0.77	0.00	0.00	0.00	0.00
Total Staffing	19.75	19.50	19.77	19.00	19.00	19.00	0.00

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 seven individual budget units: The Arcata-Eureka Airport operating budget unit (3530 381), Murray Field Airport budget unit (3530 372), Rohnerville Airport budget unit (3530 373), Garberville Airport budget unit (3530 374), Dinsmore Airport budget unit (3530 375), Kneeland Airport budget unit (3530 376), and the Aviation Capital Projects budget unit (3539 170).

Recommended Budget

The recommended budget for Aviation is \$6,986,571, a decrease of \$368,123 from FY 2012-13. This change is primarily due to reduced salary and benefit costs resulting from five additional positions being frozen and unfunded for FY 2013-14. Services and supplies are also lower due to decreased fuel purchases and maintenance expenditures.

Aviation operating costs have exceeded income since FY 2009-10, resulting in a negative fund balance. In an effort to remedy this situation, expenditures are proposed to be reduced drastically for FY 2013-14. The operational expenditures for all six airports have been reduced by \$222,393 to the minimum

level that will allow them to function appropriately. Salary and benefit costs have been reduced by \$327,578 by reducing staffing levels.

The recommended budget will resolve the operating deficit and contribute \$88,967 to the fund balance. The estimated fund balance at the end of FY 2013-14 is negative (\$180,464). Revenues will need to exceed expenditures until such time that the negative fund balance is eliminated and sufficient reserves are built up.

Funding of \$3,554,500 is recommended for fixed assets. Additional detail on the projects is available in the Capital Expenditures table. Funding for these projects is primarily provided by grants.

Supplemental Requests

Two General Fund supplemental requests totaling \$393,800 were submitted for Aviation. The requests are prioritized and described as follows:

1. A supplemental request of \$312,400 would fund five positions: 1.00 FTE Groundskeeper, 1.00 FTE Program Coordinator, 2.00 FTE Airport Service Workers I/II and 1.0 FTE Building Maintenance Custodian. This would eliminate the need for layoffs and provide community-appropriate levels of service.
2. A supplemental request of \$81,400 would backfill the reduction in funding from the Transportation Security

Administration (TSA) for airport security. Security is required for the operation of the Arcata/Eureka Airport as a commercial service airport. Reductions in reimbursement from TSA have resulted in the Aviation budget paying for a portion of the mandated security services provided by County Sheriff’s Deputies. The requested funding would cover security costs, freeing up Aviation resources for other items such as staffing. This would provide community-appropriate levels of service.

The supplemental requests were not recommended for funding. While the departmental requests have merit, the County Administrative Office proposed to direct the limited financial resources in the General Fund to reserves in accordance with the Board’s articulated goals for FY 2013-14.

Recommended Personnel Allocation

The recommended personnel allocation for Aviation is 19.00 FTEs; of these, 6.00 FTEs are proposed to be unfunded and frozen. This is an increase of five frozen positions from FY 2012-13, resulting in layoffs.

Board Adopted

The Board adopted this budget as recommended.

Program Discussion

The Aviation Division 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.

The Division’s purpose conforms to the core roles of providing and maintaining infrastructure, encouraging new local enterprise and ensuring proper operation of markets, supporting business and workforce development, and providing community-appropriate levels of service.

3530 381 Arcata-Eureka Airport

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 Aviation Division is, and has been, focused on Arcata-Eureka Airport (ACV) air service development since the loss of Horizon Airlines in April 2011. Connection to an alternate major hub is important to the community based on delays associated with inclement weather, missed flight connections, and runway construction at the San Francisco Airport. It is absolutely crucial to develop alternate destinations because San Francisco Airport will continue runway construction through the year 2015. Based on the length of the construction process, ACV will experience delays and cancellations regularly, making business air travel difficult. Regaining a route to the Los Angeles hub is the number one priority. Once this route is established, a direct route to Denver would further improve global access.

The Aviation Division is mandated by the Transportation Security Administration (TSA) to provide security services at the Arcata-Eureka Airport. While it costs \$32 per hour to provide security services through the Sheriff's Department, TSA reimburses the Aviation Division at \$20 per hour. The Aviation Division is subsidizing the variance at a cost of approximately \$81,400 for FY 2013-14. This partially-funded mandate creates a hardship in the Aviation budget. There is potential that funding levels for security from TSA could be further reduced, which would cause additional negative impacts to the ACV budget.

The recommended budget for the Arcata-Eureka Airport is \$3,169,858, a \$1,720,198 reduction from FY 2012-13. Over \$1.2 million of this reduction is due to one-time construction costs for new hangars that were budgeted in FY 2012-13. Salary and benefit costs were reduced by \$327,578 due to staff reductions needed to balance the budget. Funding for fuel was decreased by \$175,000 due to lower demand. As a result of Horizon Airlines ceasing ACV air service in April 2011, enplanements have decreased by 13%, thereby decreasing fuel, landing fee, parking and rental car revenues. TSA decreased the year's reimbursement for security coverage approximately \$20,000.

3530 372 Murray Field Airport

Murray Field Airport, located a few miles east of Eureka, is the busiest general aviation airport. It is the preferred airport for package carriers and flight instruction. Murray Field is surrounded by wetlands which attract wildlife. Aviation has secured a grant from the FAA to build a wildlife exclusion fence around the airfield to protect pilots and wildlife. The recommended budget for the Murray Field Airport is \$105,474.

3530 373 Rohnerville Airport

Rohnerville Airport is home to many local general aviation pilots and is 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. Rohnerville is due for a runway and taxiway improvement project. Aviation will need to secure a grant from

the FAA. This will improve access and safety. The recommended budget for the Rohnerville Airport is \$140,328.

3530 374 Garberville Airport

Garberville Airport is also a crucial entry and exit way for the southern County and is in need of runway and taxiway rehabilitation, another project that will require securing grant funding from the FAA. Garberville Airport is home to many general aviation pilots who commute to more urban areas for work, but who choose to live in rural Humboldt County. The recommended budget for the Garberville Airport is \$98,183.

3530 375 Dinsmore Airport

Dinsmore Airport is tucked into a very rural valley in Humboldt County. For this reason, Dinsmore Airport is crucial for transporting citizens in and out of the area during an emergency. Air access to the community in Dinsmore has saved many lives in emergency situations. The recommended budget for the Dinsmore Airport is \$9,211.

3530 376 Kneeland Airport

Kneeland Airport is home to the Cal FIRE Helitech Base, an important asset during the fire season. Kneeland Airport is located at 2,737 feet above sea level, which allows fire personnel to see smoke rising from wildfires from the greatest vantage point available in Humboldt County. 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, since Kneeland is above the fog layer. Another benefit to the elevation and surrounding beauty is the draw for the film industry. Many commercials and movie scenes are filmed at Kneeland Airport, bringing revenue into the County. The recommended budget for the Kneeland Airport is \$7,512.

3539 170 Aviation Capital Projects

This budget unit funds various capital projects as recommended by the Aviation Division, and as 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 2013-14 budget:

- Arcata/Eureka: complete Wetlands Mitigation
- Arcata/Eureka: construct Aircraft Rescue and Firefighting Building, which includes environmental work for the removal of the “Nose” Hangar
- Arcata/Eureka: Construct 17 T-Hangar units
- Murray Field: construct wildlife exclusion fence.

The recommended budget for Aviation Capital Projects is \$3,554,188, an increase of \$1,492,588 from the FY 2012-13 budget. The increase is due to the transition from design to construction phases for the Murray Wildlife Exclusion Fence and the Aircraft Rescue & Fire Fighting Building.

2012-13 Accomplishments

1. Obtained a Small Community Air Service Grant to support the pursuit of an additional airline and flight destination for ACV in partnership with local businesses, airport tenants, and the Redwood Region Economic Development Commission to benefit Humboldt County needs. This will promote quality services through a public/private partnership.
2. Completed the Wildlife Hazard Assessment required to maintain FAA commercial certification for ACV and continued removal of Hazards to Airspace as directed by the FAA certification inspector. This created opportunities for improved safety.
3. Obtained TSA Federal Reimbursement Agreement Funding for a portion of law enforcement security costs at ACV. This created opportunities for improved safety and helped to ensure sustainability of services.
4. Obtained FAA AIP grant funding for the Murray Field Airport Wildlife Exclusion Fence based on the engineer's estimate. This will provide for and maintain infrastructure and enhance safety.
5. Started construction of a bank of seventeen T-hangars at ACV to house General Aviation Aircraft. These T-hangars will be the first County owned hangars built since 1988 and will represent a 20% increase in hangars from 81 to 98 units. This will provide community-

appropriate levels of service and provide for infrastructure.

2013-14 Objectives

1. To continue the process of adding another airline and/or destination to support the business and recreational travel needs for the tri-county area. This project conforms to the Board of Supervisors' Core Roles to encourage new local enterprise, ensure proper operation of markets, and support business development.
2. To construct 8,000 linear feet of wildlife fencing at Murray Field Airport. The project will conform to the Board of Supervisors' Core Roles of providing and maintaining County infrastructure, and enhancing health and safety of County facilities.
3. To finish wetlands mitigation transfer as part of completing the Runway Safety Area projects at ACV. The project will conform to the Board of Supervisors' Core Roles of providing and maintaining County infrastructure, and protecting vulnerable wildlife populations.
4. To remodel and renovate the existing conference facility at the ACV Terminal. This project conforms to the Board of Supervisors' Core Roles to encourage new local enterprise, ensure proper operation of markets, support business development, and provide and maintain County infrastructure

Aviation

Thomas K. Mattson, Public Works Director

5. To finalize the leasing and minimum standards documents; update County Codes for aviation, and update the various Aviation contract agreements. This conforms to the Board of Supervisors' Core Roles to

encourage new local enterprises, ensure proper operation of markets and support business and workforce development.



Facility Management Summary	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Other Gov't Agencies	\$129,437	\$26,658	\$0	\$172,399	\$6,168,091	\$6,168,091	\$5,995,692
Charges for Services	271,759	142,883	221,806	74,160	118,322	118,322	44,162
Other Revenues	265,536	49,603	326,160	100,729	2,904,282	2,904,282	2,803,553
General Fund Support	1,584,166	1,638,855	1,898,280	1,233,638	2,013,871	1,752,871	519,233
Total Revenues	\$2,250,898	\$1,857,999	\$2,446,246	\$1,580,926	\$11,204,566	\$10,943,566	\$9,362,640
Expenditures							
Salaries & Benefits	\$1,629,888	\$1,538,363	\$1,515,904	\$1,301,065	\$1,509,371	\$1,509,371	\$208,306
Supplies & Services	288,471	290,199	275,437	313,914	430,848	430,848	116,934
Other Charges	67,295	73,412	79,815	66,110	78,820	78,820	12,710
Fixed Assets	265,244	74,653	636,382	295,669	9,396,673	9,135,673	8,840,004
Expense Transfer	0	(118,628)	(61,292)	(395,832)	(211,146)	(211,146)	184,686
Total Expenditures	\$2,250,898	\$1,857,999	\$2,446,246	\$1,580,926	\$11,204,566	\$10,943,566	\$9,362,640
<hr/>							
Allocated Positions	35.00	37.00	44.00	44.00	44.00	44.00	0.00
Temporary (FTE)	2.00	0.00	0.98	0.37	0.10	0.10	(0.27)
Total Staffing	37.00	37.00	44.98	44.37	44.10	44.10	(0.27)

Purpose

The Facility 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

The recommended Facility Maintenance budget for FY 2013-14 is \$10,943,566, a decrease of \$302,917, or 3%, from the previous year. The decrease is due to a number of capital projects being completed in FY 2012-13. The General Fund contribution is \$1,752,871, which represents an \$118,761 increase from FY 2012-13. This increase is primarily due to changes in salary, benefit and insurance costs. Funding of \$9,135,673 is recommended for fixed assets. Additional detail on the projects is available in the Capital Expenditures table.

Supplemental Requests

Public Works submitted two supplemental funding requests totaling \$261,000. Requests are prioritized and outlined as follows:

1. A supplemental request for \$200,000 would start to

fund required Americans with Disabilities Act (ADA) improvement projects. Facilities would evaluate and complete remediation projects identified in the County ADA compliance program. Such projects may include signage, hardware, building entrance access, restroom upgrades, alarms and warning systems, and parking. The Supplemental Request conforms to the Board of Supervisors' Core Roles of providing and maintaining County infrastructure, creating opportunities for improved safety and health, and protecting vulnerable populations.

2. A supplemental request of \$61,000 would replace Jail systems demonstrating potential failure traits and includes hydronic water valve replacement; the domestic hot water generation system; and heating, ventilating, and air conditioning system coil replacement. The Supplemental Request conforms to the Board of Supervisors' Core Roles of providing and maintaining County infrastructure.

The supplemental requests were not recommended for funding. While the departmental requests have merit, the County Administrative Office proposed to direct the limited financial resources in the General Fund to reserves in accordance with the Board's articulated goals for FY 2013-14.

Recommended Personnel Allocation

The total personnel allocation for FY 2013-14 is 44.0 FTE with four of those positions frozen and unfunded due to prior year

budget reductions. This is an increase of one funded position from last year's adopted budget.

The Construction Projects Manager position is being proposed to be funded in FY 2013-14. The current inventory of capital projects scheduled requires professional management to help work proceed in an orderly and timely manner. Sufficient revenues are available from capital improvement projects already authorized by the Board of Supervisors, which can offset the majority of the costs necessary to support the additional position.

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 five days per week operations. Facilities are located throughout the County in Eureka, Arcata, Fortuna, Garberville, and Willow Creek as well as other outlying areas. Funding reductions, retirements and turnover in 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 design, 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 within 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.

In February 2012, the Public Works Department entered into a Memorandum of Understanding with the Department of Health and Human Services for the latter's funding of seventeen positions, including 1 Work Crew Leader, 2 Carpenters, 1 Facilities Maintenance Mechanic, 9 Building Maintenance Custodians and 4 Laborers to perform skilled maintenance, mechanical repair and custodial work as assigned in DHHS. This agreement is automatically renewed on July 1 for each subsequent year for an additional one year term unless terminated by either party.

The requested baseline budget for Facility Management is \$1,871,130, an increase of \$119,113 from FY 2012-13.

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, which includes leased facilities. Funds for the budget unit 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. The earthquake 2010 seismic projects are funded by the California Emergency Management Authority (Cal-EMA) and through Certificates of Participation (COP) for the County's match. The Juvenile Hall construction project is funded through the State Corrections Standards Authority, Criminal Justice Construction Fund, and through a COP for the County's match.

The recommended budget for FY 2013-14 is \$9,072,436, a decrease of \$395,352 from FY 2012-13. The decrease is due to work completed in FY 2012-13. The budget includes funding for the 2010 earthquake repairs and the Juvenile Hall renovation project. Additional detail is available in the Capital Expenditures table.

2012-13 Accomplishments

1. Proceeded with the design of seismic retrofits on five County facilities: Courthouse, Correctional Facility, Mental Health, Regional Facility, and Eureka Veterans Building. This provides for and maintains County infrastructure while enhancing the health and safety of County facilities.
2. Informed and educated County staff on practical maintenance and service levels necessary to maintain aging facilities. Pursued incentives and rebates where available to offset County costs, which helped to provide and maintain County infrastructure and manage County resources to ensure sustainability of services.
3. Continued maintenance and custodial services, thereby supporting a healthy work environment and enhancing the quality and extending the longevity of public facilities in the most efficient and cost effective manner possible. This provided for and maintained County infrastructure and facilities.

4. Continued providing real property services and maintained cooperation with multiple landlords for leased facilities, which provides and maintains County infrastructure, and facilitates public/private partnerships to solve problems.
5. Continued producing well designed, cost effective capital projects, thereby providing and maintaining County infrastructure and enhancing health and safety of County facilities while facilitating public/private partnerships to solve problems.

2013-14 Objectives

1. To continue providing maintenance and custodial service that supports a healthy work environment and enhances the quality and extends the longevity of public facilities. This will provide for and maintain the County's infrastructure.
2. To continue providing real property services, assisting County departments and divisions in maintaining cooperation with multiple landlords for leased facilities, which helps provide for and maintain County infrastructure and facilitates public/private partnerships to solve problems.
3. To continue to provide professional services with the objective of producing well designed, cost effective capital projects, providing and maintaining County infrastructure, enhancing health and safety of County

facilities and facilitating public/private partnerships to solve problems.

4. To bid and award seismic retrofits construction agreements for the Courthouse, Correctional Facility, Mental Health, Juvenile Hall and Regional Facility, and Eureka Veterans Building. This will help maintain County infrastructure, enhance the health and safety of County facilities, and facilitate public/private partnerships to solve problems.
5. To negotiate and award an architectural services agreement for the design of the new Juvenile Hall Project. This will help maintain County infrastructure and enhance the health and safety of County facilities.



Fleet Services Summary	2009-10	2010-11	2011-12	2012-13	2013-14	2013-14	Increase/
	Actual	Actual	Actual	Actual	Request	Adopted	(Decrease)
Revenues							
Use of Money & Property	\$69,787	\$40,909	\$35,342	\$18,010	\$29,350	\$29,350	\$11,340
Charges for Services	4,317,287	4,968,703	5,555,683	2,460,133	6,273,220	6,273,220	3,813,087
(To)/From Non-GF Fund Balance	363,546	494,773	980,124	1,264,344	6,336	6,336	(1,258,008)
Total Revenues	\$4,750,620	\$5,504,385	\$6,571,149	\$3,742,486	\$6,308,906	\$6,308,906	\$2,566,420
Expenditures							
Operating Rev & Contribution	(\$52)	(\$111,088)	\$0	(\$1,185,876)	\$0	\$0	\$1,185,876
Salaries & Benefits	1,012,943	1,141,370	1,151,940	355,580	1,356,479	1,356,479	1,000,899
Supplies & Services	2,297,135	2,538,920	2,914,927	1,683,291	2,929,246	2,929,246	1,245,955
Other Charges	254,886	1,143,954	1,222,941	982,803	326,231	326,231	(656,572)
Fixed Assets	1,185,708	791,229	1,397,703	746,418	1,800,950	1,800,950	1,054,532
Expense Transfer	0	0	(116,362)	(25,605)	(104,000)	(104,000)	(78,395)
Total Expenditures	\$4,750,620	\$5,504,385	\$6,571,149	\$3,742,486	\$6,308,906	\$6,308,906	\$2,566,420
Staffing							
Allocated Positions	16.00	16.00	16.00	17.00	17.00	17.00	0.00
Temporary (FTE)	1.53	2.03	2.80	0.46	1.50	1.50	1.04
Total Staffing	17.53	18.03	18.80	17.46	18.50	18.50	1.04

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

For FY 2013-14, the total recommended budget is \$6,308,906, which represents an increase of \$452,257, or 8%, from FY 2012-13. The increase is primarily due to higher vehicle replacement in the Motor Pool. Funding of \$1,800,950 is recommended for fixed assets; additional detail on the equipment purchases is available in the Capital Expenditures table.

Recommended Personnel Allocation

Total allocations for Fleet Services for FY 2013-14 is 17.00 FTE with no positions frozen. No positions are being added or deleted. Extra-help was reduced by one because an additional permanent position was added in FY 2012-13 which reduced the need for extra-help.

Board Adopted

The Board adopted this budget as recommended.

Program Discussion

Fleet Services manages the rolling stock of the County: 396 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.” This regulation requires retrofits of some diesel trucks and the replacement of others. The estimates for FY 2013-14 are \$390,000, consisting of two truck replacements and one retrofit.

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.

The volatility in the price of fuel continues to be a major budget item that is difficult to accurately estimate. The proposed fuel budget includes \$1,065,000 for the Motor Pool and \$505,000 for Heavy Equipment. This compares to the

current allocations in FY 2012-13 of \$1,050,000 and \$500,000, respectively.

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 \$2,610,576, a decrease of \$187,276, or 7%, from FY 2012-13. This is due to reduced spending on underground tank projects. The total number of positions allocated in Equipment Maintenance is 11.00 FTE.

3500 350 Motor Pool Operating

The Motor Pool currently maintains 396 fleet vehicles serving the transportation needs of approximately 20 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 \$2,367,955, an increase of \$122,349, or 6%, from FY 2012-13. Funding of \$80,000 is included for a roof replacement project. The remainder of the

increase is due to salary and benefit changes. In Motor Pool, the total number of positions allocated is 6.00 FTE.

3500 351 Motor Pool Reserve

This budget unit collects annual depreciation, which funds the purchase of new vehicles. Total expenditures for FY 2013-14 are recommended at \$1,330,375, an increase of \$517,184 from FY 2012-13. This increase is due to a larger number of vehicles being included for replacement in FY 2013-14

2012-13 Accomplishments

1. Provided safe, reliable transportation and construction equipment to customers. No vehicle or equipment accidents were attributable to mechanical issues and downtime was kept to a minimum. Conformed to the Core Roles of managing County resources to ensure sustainability of services and creating opportunities for improved safety and health.
2. Procured vehicles and equipment to support County departments' needs at the lowest possible cost. This managed County resources to ensure sustainability of services.
3. Improved shop efficiency by continued technical training and upgrades of shop equipment. Thirteen technicians and parts specialists are certified through the National Institute for Automotive Service Excellence (ASE), with five achieving Master

Technician Certification. Diagnostic and reference software is updated annually and special tools are purchased as needed. This invested in County employees and supported workforce development.

4. Completed the sixth year of State diesel emission regulation mandates. This created opportunities for improved safety and health.
5. Met the equipment and vehicle transportation needs for all County departments. This managed County resources to ensure sustainability of services.

conform to the Core Roles of investing in County employees and supporting workforce development.

4. To complete seventh year State diesel emission regulation mandates. This will conform to the Core Role of meeting regulations to protect residents.
5. To continue to meet the equipment and vehicle transportation needs of all County departments. This will conform to the Core Role of managing County resources to ensure sustainability of services.

2013-14 Objectives

1. To provide safe, reliable transportation and construction equipment to customers. This will manage County resources to ensure sustainability of services and create opportunities for improved safety and health.
2. To procure vehicles and equipment that will support our customers' mission at the lowest possible cost. This will conform to the Core Role of managing County resources to ensure sustainability of services.
3. To improve shop efficiency by continued technical training and upgrades of shop equipment. This will



Land Use Summary	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Licenses & Permits	\$113,014	\$66,737	\$93,234	\$78,363	\$59,000	\$59,000	(\$19,363)
Charges for Services	718,389	746,125	587,633	540,522	516,000	516,000	(24,522)
Other Revenues	48,890	81,865	73,897	7,736	12,500	12,500	4,764
Road Fund Support	550,600	491,797	682,824	12,909	963,900	963,900	950,991
General Fund Support	239,917	412,361	126,266	103,712	179,722	149,170	45,458
Total Revenues	\$1,670,810	\$1,798,885	\$1,563,854	\$743,241	\$1,731,122	\$1,700,570	\$957,329
Expenditures							
Salaries & Benefits	\$1,127,240	\$1,214,837	\$1,153,056	\$1,054,620	\$1,253,893	\$1,253,893	\$199,273
Supplies & Services	118,082	113,376	75,053	87,855	106,516	100,466	12,611
Other Charges	420,998	469,431	340,354	290,291	407,448	407,448	117,157
Fixed Assets	4,490	1,241	2,582	57	39,000	39,000	38,943
Expense Transfer	0	0	(7,191)	(8,183)	(75,735)	(100,237)	(92,054)
Total Expenditures	\$1,670,810	\$1,798,885	\$1,563,854	\$1,424,639	\$1,731,122	\$1,700,570	\$275,931
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Allocated Positions	15.00	15.00	16.00	15.00	15.00	15.00	0.00
Temporary (FTE)	0.25	0.50	0.22	0.35	0.30	0.30	(0.05)
Total Staffing	15.25	15.50	16.22	15.35	15.30	15.30	(0.05)

Purpose

The Land Use Division supports the Road Division by ensuring the protection of County roads; it 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; and 2 Licensed Land Surveyors.

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

Recommended Budget

For FY 2013-14, the total recommended budget is \$1,700,570, which represents a decrease of \$306,404 from FY 2012-13. The General Fund portion of the Land Use budget is \$149,170; this is \$45,458 more than the FY 2012-13 budget. This increase is primarily due to higher workers' compensation insurance and some salary costs. Funding of \$39,000 is recommended for fixed assets; additional detail on the proposed equipment purchases is available in the Capital Expenditures table.

Supplemental Requests

Land Use submitted one supplemental funding request for \$30,552. The purpose of the request is to provide funding for services performed by the County Surveyor that are not covered by fees. These functions include enforcing laws and regulations that protect the public and are specifically required to be done by a licensed land surveyor.

The supplemental request was not recommended for funding. While the departmental request has merit, the County Administrative Office proposed to direct the limited financial resources in the General Fund to reserves in accordance with the Board's articulated goals for FY 2013-14.

Recommended Personnel Allocation

The Land Use personnel allocation for FY 2013-14 is 15.00 FTE. Unfunded and frozen positions are being increased by one position to a total of 3.00 FTEs. No positions are being added or deleted.

Board Adopted

The Board adopted this budget as recommended.

Program Discussion

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

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 facilities. These referrals are typically for development projects, such as residential subdivisions, apartment complexes, and shopping centers with roads, drainage and associated improvements. The purpose of this budget unit is to ensure that subdivision roads, drainage and grading infrastructure are designed and built to meet applicable County policies and codes as well as State and federal requirements; to ensure that improvements to County maintained facilities are constructed to meet applicable County policies and codes as well as State and federal

requirements; and that County maintained facilities are not adversely impacted by development.

The recommended budget is \$485,161, a decrease of \$53,216, or 10%, from FY 2012-13. This change is due to a portion of salary costs being offset by work on capital projects for the Facilities division. For this budget unit, the total number of positions is 5.00 FTE; one of the positions will remain unfunded and frozen.

1100 168 County Surveyor

This budget unit funds the 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 Government Code; and the State Business & Professions Code.

The recommended budget is \$125,009, a decrease of \$66,678, or 35%, from FY 2012-13. The decrease is due to reduced revenue from projects. The County Surveyor budget unit has one position allocation.

1200 322 Roads-Right of Way

The purpose of the budget unit is to provide survey, right-of-way, and property management services that meet State and federal regulations. This unit also insures that activities by non-

County entities within the public maintained road system do not negatively impact infrastructure or the public.

The recommended budget is \$1,090,400, a decrease of \$186,510, or 15%, from FY 2012-13. This decrease is due to reduced project revenues, which has resulted in an additional position being unfunded. For this budget unit, 9.00 FTEs are recommended; two of the positions will be unfunded and frozen.

2012-13 Accomplishments

1. Continued to update the Division's forms and handouts to foster transparent, accessible, welcoming and user friendly services.
2. Continued work with the Planning and Building Department in the update of the circulation element of the General Plan and the implementation of the “On Track” permit tracking system that promotes transparent, accessible, welcoming and user friendly services.
3. Ensured that subdivision projects provide for and maintain infrastructure.
4. Completed reorganization of the Division in order to foster transparent, accessible, welcoming and user friendly services.

2013-14 Objectives

1. To support business and workforce development by continuing to update the Division’s forms and handouts to foster transparent, accessible, welcoming and user friendly services.
2. To continue to work with the Planning and Building Department in the update for the circulation element of the General Plan to provide for and maintain infrastructure.
3. To utilize the “On Track” permit tracking system that promotes transparent, accessible, welcoming and user friendly services.



1100 - General Fund	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Other Govt'l Agencies	\$3,271,746	\$4,385,057	\$5,693,998	\$4,049,671	\$13,500,706	\$13,500,706	\$9,451,035
Charges for Services	0	9,425	0	0	14,200	14,200	14,200
General Fund Support	552,215	(281,521)	(13,304)	(16,428)	0	0	16,428
Total Revenues	\$3,823,961	\$4,112,961	\$5,680,694	\$4,033,242	\$13,514,906	\$13,514,906	\$9,481,664
Expenditures							
Salaries & Benefits	\$160,254	\$231,580	\$261,514	\$309,783	\$453,789	\$453,789	\$144,006
Supplies & Services	106,840	26,160	25,825	123,456	732,059	732,059	608,603
Other Charges	3,556,867	3,855,221	5,392,090	3,600,315	12,329,058	12,329,058	8,728,743
Fixed Assets	0	0	1,265	(311)	0	0	311
Total Expenditures	\$3,823,961	\$4,112,961	\$5,680,694	\$4,033,242	\$13,514,906	\$13,514,906	\$9,481,664
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Allocated Positions	2.00	3.00	4.00	4.00	4.00	4.00	0.00
Temporary (FTE)	0.00	0.00	0.00	0.95	2.00	2.00	1.05
Total Staffing	2.00	3.00	4.00	4.95	6.00	6.00	1.05

Purpose

The purpose of the Natural Resources Planning Division is to develop and administer programs for water resources, environmental restoration, habitat conservation, natural hazard mitigation, and climate change adaptation projects to advance natural resource goals set by the Board of Supervisors. The Division's programs as described below support many of the Board's Strategic Framework Core Roles, including providing for and maintaining infrastructure; protecting vulnerable populations; and creating opportunities for improved safety and health.

Humboldt County participates in 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. The NCRP coordinates the planning and implementation of projects throughout the seven-county region related to water supply and water quality, energy conservation and independence, and healthy watersheds and communities. Humboldt County serves as the regional administrating agency and manages the grants issued to the NCRP by State agencies with funding from California Proposition 50, Proposition 84, and other sources. Grant administration work for the NCRP is performed by the Natural Resources Planning Division, which was integrated into the Public Works Department in June 2012.

The Board periodically authorizes countywide 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 (HFSC) to provide guidance for wildfire mitigation programs. The Natural Resources Planning Division provides staffing to administer and manage grant opportunities, lead the development of plans and plan updates, and support the activities of the HFSC. Funding for hazard mitigation programs has come from Title III of the Secure Rural Schools and Self Determination Act of 2000, the Federal Emergency Management Agency (FEMA), and the United States Department of Agriculture (USDA).

Recommended Budget

The recommended budget is \$13,514,906, which represents a \$6,258,323 decrease from FY 2012-13. This decrease is due to the completion of a number of large projects.

Recommended Personnel Allocation

The number of positions recommended for FY 2013-14 is 4.0 FTE, with no positions frozen and unfunded. A vacant Fiscal Assistant position is being deleted and an Environmental Analyst position is being added. The Environmental Analyst position is being added to provide adequate staffing to accommodate the workload associated with the programs in this budget unit. The position of Environmental Analyst matches the current needs of the division better than the Fiscal Assistant, as the division has integrated into Public Works, and accounting functions are performed by the Business Division.

Board Adopted

The Board adopted this budget as recommended.

Program Discussion

The Natural Resources Planning Division plans and administers implementation projects as directed by the Board of Supervisors to address natural hazard mitigation, conservation and open space, water resources, energy independence and forestry and agricultural resources. The Division's projects include administration of a variety of state and federal funds for projects that focus on water supply reliability; water quality; salmonid habitat; community wildfire protection and planning; Firewise activities; energy independence; multi-hazard mitigation planning, planning services to the NCRP and local fire safe councils; expanding and supporting the Redwood Water Resources Network; and Labor Compliance services to NCRP projects. The Division administers funds for regional water resources and energy independence projects as defined by the NCRP.

2012-13 Accomplishments

1. Maintained and implemented the Humboldt County Community Wildfire Protection Plan (CWPP). This work supports the County's ability to build inter-jurisdictional cooperation, create opportunities for improved safety and health, and protect vulnerable populations.

2. Awarded over \$9.5 million in funding for NCRP planning and implementation projects from Proposition 84 and the Strategic Growth Council, which promotes inter-jurisdictional and regional coordination.
3. Oversaw completion of approximately \$900,000 in energy efficiency projects in twelve jurisdictions in the North Coast, which enables the County to provide for and maintain infrastructure.
4. Initiated a region-wide outreach and technical assistance program targeting economically disadvantaged community water and wastewater providers. This project enables the County to provide for and maintain infrastructure and health and safety and protects vulnerable populations.

2013-14 Objectives

1. To continue implementation of the Humboldt County CWPP. This work supports the County's ability to build inter-jurisdictional cooperation, create opportunities for improved safety and health, and protect vulnerable populations.
2. To update and gain FEMA approval for the multi-jurisdictional natural hazard mitigation plan for the Humboldt Operational Area to create improved safety and health and build inter-jurisdictional cooperation.

3. To complete and close out 23 NCRP Proposition 50 Round 1 and 2 Implementation Grant Agreements and report out region-wide results at the NCRP Conference. These projects will promote inter-jurisdictional and regional cooperation, and improve safety and health for vulnerable populations on the North Coast.
4. To initiate implementation of 19 Proposition 84 Round 1 Implementation Grant projects that will advance local interests in natural resource discussions through regional partnerships and cooperation.
5. To continue the water and wastewater provider outreach and technical assistance program by providing workshops, trainings, and project development assistance based on survey results. This project will provide for and maintain infrastructure while protecting the region's most vulnerable populations.





Parks & Trails Summary	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Taxes	\$65,000	\$0	\$161,002	\$0	\$0	\$0	\$0
Licenses & Permits	480	65	115	90	150	150	60
Use of Money & Property	2,356	1,857	3,743	4,495	3,000	3,000	(1,495)
Other Gov't Agencies	601,117	1,241,623	8,548	88,992	266,200	266,200	177,208
Charges for Services	359,347	376,404	326,017	352,328	325,500	325,500	(26,828)
Other Revenues	17,063	115,204	42,456	22,200	86,600	86,600	64,400
(To)/From Non GF Fund Balance	(16,595)	(263,038)	(228,924)	0	431,000	431,000	431,000
General Fund Support	290,590	290,590	290,590	248,573	263,466	194,816	(53,757)
Total Revenues	\$1,319,358	\$1,762,705	\$603,547	\$716,678	\$1,375,916	\$1,307,266	\$590,588
Expenditures							
Salaries & Benefits	\$409,064	\$405,540	\$524,098	\$358,157	\$361,311	\$350,311	(\$7,846)
Supplies & Services	195,350	198,212	208,380	224,518	283,344	225,694	1,176
Other Charges	77,116	103,408	102,217	194,172	211,261	211,261	17,089
Fixed Assets	637,828	1,346,303	212,273	112,675	615,000	615,000	502,325
Expense Transfer	0	(290,758)	(443,421)	(148,712)	(95,000)	(95,000)	53,712
Total Expenditures	\$1,319,358	\$1,762,705	\$603,547	\$740,811	\$1,375,916	\$1,307,266	\$566,455
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Allocated Positions	6.00	6.00	6.00	6.00	6.00	6.00	0.00
Temporary (FTE)	1.80	1.30	1.50	1.92	1.50	1.10	(0.82)
Total Staffing	7.80	7.30	7.50	7.92	7.50	7.10	(0.82)

Purpose

The Parks and Trails budget grouping provides for operation, maintenance, management, and project development 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 five parks have campgrounds with associated fees. The baseline budget for Bicycles & Trailways is funded through the Transportation Development Act (TDA). Capital improvement and enhancement projects depend on funding through federal or State grants or Quimby Act fees.

Recommended Budget

For FY 2013-14, the total recommended budget is \$1,307,266, which represents a decrease of \$7,676 from FY 2012-13. The

recommended General Fund contribution for Parks is \$194,816, which represents a decrease of \$13,358 from FY 2012-13. This decrease is due to reductions in salary and benefit costs resulting from the retirement of a long term employee. Additional salary reductions are due to a Park Caretaker position being frozen for FY 2013-14. Funding of \$615,000 is recommended for fixed assets; additional detail on the projects is included below and in the Capital Expenditures table.

Supplemental Requests

Two supplemental requests totaling \$68,650 were submitted for Parks & Trails. The requests are prioritized and described as follows:

1. A supplemental request of \$57,650 would fund needed building repairs, mold abatement and water system repairs and upgrades. The Parks maintenance shop has suffered from water damage, which has resulted in a mold problem. The water system at Big Lagoon County Park has experienced multiple break-downs during the last two years and is approaching complete failure. The break-downs have required closing restroom facilities for extended periods of time, which has caused reduced camping and revenue loss.
2. A supplemental request for \$11,000 would restore Parks extra-help for seasonal staff on weekends at the five campgrounds and certain high-use parks such as Clam Beach, Moonstone Beach, and Fields Landing

Boat launch Facility, for fee collection, trash pick-up, restroom cleaning, and responding to ordinance infractions, illegal camping and dumping, vandalism incidents, fee avoidance, and public safety situations. Extra-help was reduced as a result of lower fee estimates. The revenue from fees in FY 2013-14 was reduced by \$26,518, or 8%, compared to FY 2012-13 based on current actual revenue totals.

The supplemental requests were not recommended for funding. While the departmental requests have merit, the County Administrative Office proposed to direct the limited financial resources in the General Fund to reserves in accordance with the Board’s articulated goals for FY 2013-14.

Recommended Personnel Allocation

For Parks & Trails, the total personnel allocation for FY 2013-14 is 6.0 FTE. Of these, one position is proposed to be unfunded and frozen. This is an increase of one frozen position from FY 2012-13. In prior fiscal years, a position has been held vacant for a portion of the year to meet budget reductions. For FY 2013-14, the position is proposed to be held vacant for the full year.

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 (Swimmers’ Delight and Pamplin Grove). The County park system is open year-round, and sees a substantial increase in usage between April and September.

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

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

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

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

1100 713 Parks & Recreation

This budget unit funds work on County parks and recreational areas. The recommended budget is \$658,266, a decrease of \$167,676, or 20%, from FY 2012-13 due to the completion of the grant funded project for reconstruction of the boat ramp at Fields Landing, and reduced salary and benefit expenditures.

Park income is estimated to be down by \$56,518 and this is being offset primarily by holding a position vacant for the full fiscal year. During FY 2012-13, County Parks took over management of Grizzly Creek State Park due to budget cuts at the State level. This is not anticipated to continue in FY 2013-14 and partially accounts for the lower income.

1150 715 Bicycles & Trailways

This budget unit funds work on County trails. The recommended budget is \$649,000, an increase of \$160,000, or 33%, from the adopted budget in FY 2012-13. Additional Transportation Development Act revenues have been incorporated to fund design and permitting work for the replacement of the Hammond Bridge and technical assistance to the HCAOG for the project development of the proposed Annie and Mary Trail between Arcata and Blue Lake and the Humboldt Bay rail-trail.

2012-13 Accomplishments

1. Continued ongoing planning, outreach, and project development activities for the proposed community forest (775 to 1,415 acres) within the McKay Tract in coordination with The Trust for Public Land and Green Diamond Resource Company. This project would create opportunities for improved safety and health and help manage resources to ensure sustainability of services.
2. Assisted the North Coast Railroad Authority's Humboldt Bay Rail Corridor Committee with evaluation of rail-trail development between Eureka and Samoa. The Humboldt Bay rail-trail connection would create opportunities for improved safety and health through transportation and recreational use.

3. Operated Grizzly Creek Redwoods State Park, located adjacent to Van Duzen County Park, with supplemental funding from Save-the-Redwoods League to prevent park closure due to state budget cuts. This effort leveraged a public-private partnership to solve problems and built inter-jurisdictional and regional cooperation.
 4. Developed design plans and submitted permit applications for replacement of the boat ramp at the Fields Landing Boat Launch Facility. This work fulfills the County's core role of providing for and maintaining infrastructure.
 5. Analyzed land title issues related to the proposed Annie and Mary Trail between Arcata and Blue Lake. The Annie and Mary Trail would create opportunities for improved safety and health through transportation and recreational use.
2. To work with the City of Eureka and the HCAOG on preliminary design and technical studies for the Eureka-to-Bracut segment of the Humboldt Bay rail-trail corridor. The Humboldt Bay rail-trail connection would create opportunities for improved safety and health through transportation and recreational use.
 3. To begin technical studies, preliminary design, and environmental permitting for replacement of the Hammond Bridge on the Hammond Trail. Bridge replacement is needed as part of the County's core role of providing for and maintaining infrastructure.
 4. To secure funding for projects to replace the boat ramp at Fields Landing, replace the restroom and septic system at Luffenholtz Park, upgrade facilities and implement resource protection measures at Big Lagoon County Park, and rehabilitate the pavement and facilities at Samoa Campground. This work is needed as part of the County's core role of providing for and maintaining infrastructure.

2013-14 Objectives

1. To develop a preliminary management plan for the proposed McKay Tract community forest and provide sufficient information for the Board of Supervisors to make a decision whether or not to accept the property for ownership and management. If viable, a new community forest would create opportunities for improved safety and health and help manage resources to ensure sustainability of services.
5. To work with Humboldt County Association of Governments and the North Coast Railroad Authority to submit a rail banking request to support the proposed Annie and Mary Trail, or identify an alternative mechanism for securing right-of-way for trail development. The Annie and Mary Trail would create opportunities for improved safety and health through transportation and recreational use.

1200 - Roads Fund	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Taxes	\$2,806,453	\$2,614,441	\$2,548,249	\$2,599,333	\$2,777,796	\$2,777,796	\$178,463
Use of Money & Property	78,233	94,658	79,232	13,674	2,000	2,000	(11,674)
Other Govt'l Agencies	15,204,644	19,217,221	8,831,907	14,724,429	20,890,200	20,890,200	6,165,771
Charges for Services	589,557	641,899	1,177,669	2,910,072	3,264,000	3,264,000	353,928
Other Revenues	15,414	555,488	2,396,293	1,007,002	1,011,990	1,011,990	4,988
General Fund Contribution	0	0	0	0	1,800,000	0	0
(To)/From Non-GF Fund Balance	944,715	(7,194,130)	7,528,750	(1,692,799)	1,503,246	1,503,246	3,196,045
Total Revenues	\$19,639,016	\$15,929,577	\$22,562,100	\$19,561,711	\$31,249,232	\$29,449,232	\$9,887,521
Expenditures							
Contracts	\$6,932,058	\$3,650,224	\$7,287,906	\$5,387,219	\$0	\$0	(\$5,387,219)
Salaries & Benefits	5,918,643	6,441,189	7,165,632	6,888,849	7,340,869	7,340,869	452,020
Supplies & Services	6,502,221	5,339,941	6,529,415	6,671,343	23,212,027	21,412,027	14,740,684
Other Charges	187,731	398,408	671,936	433,820	584,836	584,836	151,016
Fixed Assets	98,363	99,815	907,211	180,480	111,500	111,500	(68,980)
Total Expenditures	\$19,639,016	\$15,929,577	\$22,562,100	\$19,561,711	\$31,249,232	\$29,449,232	\$9,887,521
<hr/>							
Allocated Positions	113.00	113.00	108.00	109.00	109.00	109.00	0.00
Temporary (FTE)	7.25	6.60	3.98	15.23	4.50	4.50	(10.73)
Total Staffing	120.25	119.60	111.98	124.23	113.50	113.50	(10.73)

Purpose

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

This budget grouping includes four operating budgets that fund staff and programs: Roads Business (1200 320), Roads Engineering (1200 321), Roads Maintenance (1200 325) and Roads Natural Resources (1200 331). Additionally, there are 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

For FY 2013-14, the total recommended budget is \$29,449,232, which represents an increase of \$946,310, or 3%,

from FY 2012-13. This change is primarily the result of increased road construction projects.

The Roads Fund received a large influx of revenue from Proposition 1B which has offset some of the impacts of the recession on other revenue sources. Proposition 1B funds are anticipated to be fully expended at the end of FY 2013-14. The Financial Forecast indicates that revenues will not keep up with operational expenses over the next five years for the Roads Fund. In an effort to cut down on operational expenses, additional positions will be frozen in FY 2013-14. As a result, salaries and benefits have been reduced by \$262,780.

Supplemental Requests

A supplemental request for \$1.8 million from the General Fund was submitted for Roads to chip seal or micro surface approximately 60 miles of roadway. In order to maintain the current pavement condition index (PCI), an annual road maintenance budget of \$15.0 million is needed. However, the current Roads budget is \$9.0 million. The Roads budget lacks sufficient funding to keep the County road system at its current PCI. This request would provide for and maintain infrastructure.

This supplemental request was not recommended for funding. While the departmental request has merit, the County Administrative Office proposed to direct the limited financial resources in the General Fund to reserves in accordance with the Board’s articulated goals for FY 2013-14.

Recommended Personnel Allocation

The total allocations for FY 2013-14 are 109.0 FTE positions with 18.0 FTE positions frozen and unfunded. This is an increase of eight frozen positions from last year's adopted budget. The additional positions are vacant and are being unfunded in an effort to reduce operating costs and align expenditures with revenues. No positions are being added or deleted.

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

The Business Division provides administrative, accounting, dispatch and clerical support for the Public Works Department. This includes tracking project costs, processing billings for reimbursement, managing the Department's cost accounting system, entering timecards for cost tracking, taking public

requests through Roads dispatch, processing vendor invoices for payment, calculating equipment rates and indirect cost rates. The Division handles all solid waste agreements covering the unincorporated areas of the County. Business staff submits the annual Transportation Development Act claim to the Humboldt County Association of Governments (HCAOG) for allocation of funds to transit operators as well as manages transit service agreements. The Division also handles all federal and State audit reviews for the Department.

The recommended budget for FY 2013-14 is \$1,178,471, an increase of \$145,841, or 14%, from FY 2012-13. This change is primarily due to increased A-87 charges. A total of 11.0 FTE positions are recommended with no frozen positions.

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 recommended budget is \$16,635,243, an increase of \$1,134,387 from the FY 2012-13 budget. This increase is due to increased road construction projects. Funding of \$15,215,500 is included for road construction projects. Additional detail is available in the Capital Expenditures table.

A total of 13.0 FTE positions are recommended for FY 2013-14 with three of those positions frozen and unfunded. This is an increase of three frozen positions from last year's budget. This is mainly due to reduced funding from Proposition 1B.

1200 325 Roads Maintenance

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

The recommended budget is \$9,954,766, a decrease of \$831,530, or 8%, from FY 2012-13. This decrease is due to the elimination of Proposition 1B projects, salary reductions from not funding five positions, and reductions in fixed assets. Funding of \$78,500 is recommended for fixed assets; additional detail on the proposed equipment is available in the Capital Expenditures table.

A total of 83.0 FTE positions are recommended for FY 2013-14 with 15 of those positions frozen and unfunded. This is an increase of five frozen positions from the previous year's budget. This change is due to reduced funding being available for maintenance.

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 recommended budget is \$412,596, an increase of \$18,156, or 4%, from FY 2012-13. This increase is primarily due to increased salary, benefit and insurance costs. The total recommended positions for FY 2013-14 are 3.0 FTE.

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.

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 are expected to remain the same in the new fiscal year.

The recommended budget is \$11,031,146, an increase of \$1,151,822, or 12%, from FY 2012-13. This is due to the anticipated increase in the new gas tax revenue Section 2103 and revenues from the Transportation Development Act funds.

1200 990 Roads Contingency

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

The proposed budget is \$1,250,000, an increase of \$470,000, or 61%, from FY 2012-13. This represents 4% of the Roads budget, which is below the Board policy level of 6%.

2012-13 Accomplishments

1. Chip sealed or micro surfaced 15 miles, prepared 20 miles for future chip sealing or micro surfacing, and applied 10,000 tons of asphalt wear course to County roads. Improved 1.5 miles of deteriorated rural roads with enzyme treatment asphalt reclamation. This conformed to the Core Role of providing for and maintaining County infrastructure.
2. Repaired seven bridges funded through the Bridge Preventative Maintenance Program and installed one new railcar bridge. Completed construction of the seismic retrofit and rehabilitation of the Martin’s Ferry Bridge. This conformed to the Core Role of providing for and maintaining County infrastructure and protecting a vulnerable population by providing an alternative route during road closures.
3. Produced 21,000 cubic yards of quarried road surface material and 15,000 cubic yards of pit rock for use on

County maintained roads. This conformed to the Core Role of providing for and maintaining County infrastructure.

4. Completed three miles of Bald Hills Road/ Indian Reservation Road program projects. Bald Hills Road and Martin’s Ferry Bridge provide a critical link to the coast for residents of the upriver Klamath area and have been the only egress for these residents at times when Highway 96 has been closed. This supported the Core Roles of maintaining County infrastructure, protecting vulnerable populations, and building interjurisdictional and regional cooperation.
5. Implemented DocStar, an electronic filing system, to facilitate staff in providing more timely information to County departments, outside agencies and the public. This will provide community-appropriate levels of service and manage County resources to ensure sustainability of service.

2013-14 Objectives

1. To chip seal or micro surface 20 miles, prepare 20 miles for future chip sealing, and apply 10,000 tons of asphalt wear course to County maintained roadways. To improve 5.5 miles of deteriorated rural roads with enzyme treatment asphalt reclamation. This conforms to the Core Role of providing for and maintaining County infrastructure.

2. To produce 30,000 cubic yards of quarried road surface material and stockpile 9,000 cubic yards of river run rock for future processing. This will manage resources to ensure sustainability of services and to provide for and maintain infrastructure.
3. To reduce 3,100 cubic yards of sediment delivery to the Yager Creek watershed by treating four miles of County roadway. This conforms to the Core Role of providing for and maintaining County infrastructure.
4. To complete modifications on School Road in McKinleyville for all modes of transportation, including motor vehicles, pedestrians and bicycles. This project conforms to the Core Roles of providing for and maintaining infrastructure, and improving the safety and health of the community by providing multimodal access to recreational areas and commercial centers.
5. To construct sidewalks and traffic calming in the vicinity of Redway Elementary School. This project conforms to the Core Roles of providing for and maintaining infrastructure and improving the safety and health of the community by providing safe multimodal access to the Redway Elementary School.



1100 - General Fund	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Taxes	\$461,637	\$693,028	\$643,676	\$539,976	\$655,000	\$655,000	\$115,024
Charges for Services	115,444	132,732	207,067	193,386	220,000	220,000	26,614
Other Revenues	0	0	0	860	238,533	238,533	237,673
General Fund Support	(73,086)	(271,787)	(222,815)	(67,929)	0	0	67,929
Total Revenues	\$503,995	\$553,973	\$627,928	\$666,292	\$1,113,533	\$1,113,533	\$447,241
Expenditures							
Salaries & Benefits	\$0	\$0	\$787	\$0	\$0	\$0	\$0
Supplies & Services	\$353,914	415,059	442,657	483,456	548,755	548,755	65,299
Other Charges	127,179	134,864	184,484	169,212	549,778	549,778	380,566
Fixed Assets	22,902	4,050	0	13,624	15,000	15,000	1,376
Total Expenditures	\$503,995	\$553,973	\$627,928	\$666,292	\$1,113,533	\$1,113,533	\$447,241
Staffing							
Allocated Positions	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Temporary (FTE)	0.00	0.00	0.05	0.00	0.00	0.00	0.00
Total Staffing	0.00	0.00	0.05	0.00	0.00	0.00	0.00

Purpose

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

Contracting for waste collection through exclusive franchise agreement is authorized by 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.

Recommended Budget

The recommended Solid Waste budget for FY 2013-14 is \$1,113,533, an increase of \$350,061 from the previous year. The increase is primarily due to additional Redway Transfer Station maintenance and higher contracted container site operation costs. There is no General Fund contribution to this budget unit.

Board Adopted

The Board adopted this budget as recommended.

Program Discussion

Expenditures for this division are paid for primarily through Solid Waste Franchise fees as well as fees collected by the Humboldt Waste Management Authority and passed through to the County.

The Solid Waste budget unit provides funding for administration of franchise contracts and container site contracts with private companies to perform solid waste and recycling collection services in the unincorporated areas of the County. It also provides for continued maintenance and testing of the closed Table Bluff Landfill, as well as maintenance of the Redway Transfer facilities. Net revenues are transferred to a trust fund to support future road and bridge repair and maintenance at the Redway Transfer Station as required by the 20-year Ground Lease Agreement with the State of California, which terminates on March 31, 2030.

Solid Waste provides for management of the closed Table 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.

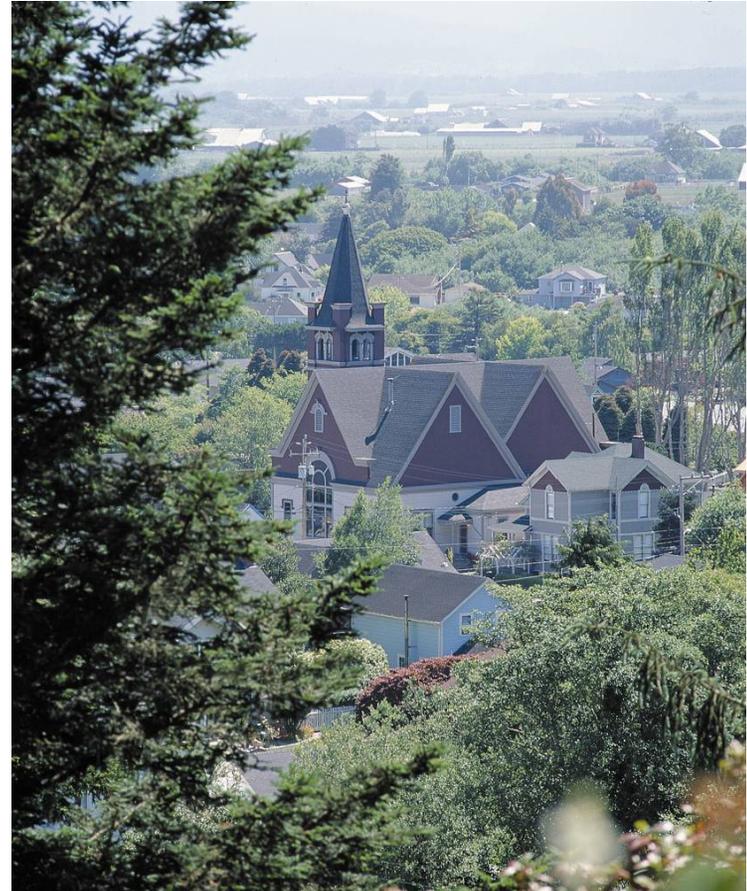
2012-13 Accomplishments

1. Completed a major upgrade to the leachate collection and treatment system at the Table Bluff closed landfill to prevent system failures and unauthorized releases. This work is part of the County's Core Roles of providing for and maintaining infrastructure, and creating opportunities for improved safety and health.
2. Continued the assessment of container site operations conforming to the Core Role of providing for and maintaining infrastructure.
3. Developed engineering design plans for wastewater, paving, and drainage site improvements at the Redway Transfer Station, conforming to the Core Role of providing for and maintaining infrastructure.

3. To complete the construction of site improvements at the Redway Transfer Station, conforming to the Core Role of providing for and maintaining infrastructure.

2013-14 Objectives

1. To operate the leachate collection and treatment system at the Table Bluff closed landfill with no unauthorized releases and continue to optimize the effectiveness of the system. This work is part of the County's Core Role of providing for and maintaining infrastructure, and creating opportunities for improved safety and health.
2. To continue the assessment of container site operations conforming to the Core Role of providing for and maintaining infrastructure.



1150 - Transportation Services	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Taxes	\$1,672,107	\$2,049,310	\$2,146,258	\$2,146,069	\$1,904,709	\$1,904,709	(\$241,360)
(To)/From Non-GF Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total Revenues	\$1,672,107	\$2,049,310	\$2,146,258	\$2,146,069	\$1,904,709	\$1,904,709	(\$241,360)
Expenditures							
Other Charges	1,672,107	2,049,310	2,146,258	2,146,069	1,904,709	1,904,709	(241,360)
Total Expenditures	\$1,672,107	\$2,049,310	\$2,146,258	\$2,146,069	\$1,904,709	\$1,904,709	(\$241,360)
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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
Total Staffing	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>

Purpose

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

the amount of tax collected. The funds are then distributed to the local cities and the County based on population. Program distribution is subject to the approval of the local planning agency, the Humboldt County Association of Governments (HCAOG).

The legislative reference for the Transportation Services program is contained in the Government Code, commencing

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

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

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

Recommended Budget

The recommended budget is \$1,904,709, a decrease of \$229,477, or 11%. This is primarily due to a reduction in the amount allocated to pedestrian and bicycle trails for the Hammond Trail Bridge replacement project.

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.

Total TDA funding for Humboldt County in FY 2013-14 is estimated to be \$2,213,875, an increase of 2% from the FY 2012-13 total of \$2,168,428. The Roads fund portion of the TDA funding is not included in this budget unit.

2012-13 Accomplishments

1. Continued administering and monitoring transit programs authorized by the Board of Supervisors, and providing funding for maintenance and operation of pedestrian and bicycle facilities. This managed resources to ensure sustainability of services.
2. Executed new three to five year agreements with the transit systems whose agreements expired at the end of FY 2011-12. This continued to build inter-jurisdictional cooperation.

2013-14 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. This will manage resources to ensure sustainability of services.

2. To execute a three to five year agreement with the Humboldt Transit system for the Willow Creek Extension Intercity Services. This will build inter-jurisdictional cooperation.



1100 - General Fund	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Actual	2013-14 Request	2013-14 Adopted	Increase/ (Decrease)
Revenues							
Other Gov't'l Agencies	\$63,472	\$300,000	\$166,310	\$102,448	\$112,692	\$112,692	\$10,244
Charges for Services	46,303	18,675	41,098	21,950	22,700	22,700	750
Other Revenues	8,247	10,871	2,044	0	2,000	2,000	2,000
General Fund Support	179,213	164,084	20,778	160,698	305,922	162,525	1,827
Total Revenues	\$297,235	\$493,630	\$230,230	\$285,095	\$443,314	\$299,917	\$14,822
Expenditures							
Salaries & Benefits	\$44,039	\$63,113	\$71,907	\$77,747	\$77,732	\$77,732	(\$15)
Supplies & Services	116,441	83,017	50,810	72,171	194,869	66,472	(5,699)
Other Charges	136,755	363,500	121,209	152,952	187,713	172,713	19,761
Expense Transfer	0	(16,000)	(13,696)	(17,775)	(17,000)	(17,000)	775
Total Expenditures	\$297,235	\$493,630	\$230,230	\$285,095	\$443,314	\$299,917	\$14,822
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Allocated Positions	1.00	1.00	1.00	1.00	1.00	1.00	0.00
Temporary (FTE)	1.00	0.50	0.25	0.00	0.00	0.00	0.00
Total Staffing	2.00	1.50	1.25	1.00	1.00	1.00	0.00

Purpose

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

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 stormwater 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 (ASBS).

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 recommended budget for Water Management is \$299,917, a decrease of \$155,096, or 35%, from FY 2012-13. This decrease is due to completion of grant funded technical studies related to mapping floodplains for Blue Lake and Orick. The recommended General Fund contribution is \$162,525, which represents a \$7,954 increase from FY 2012-13. This increase is primarily due to changes in salary and benefit costs. The budget for salary and benefit costs only went up \$2,212 because extra-help was eliminated for FY 2013-14.

Supplemental Requests

Three supplemental requests totaling \$143,397 were submitted for Water Management. The requests are prioritized and described as follows:

1. A supplemental request of \$38,397 would cover the cost for the County to comply with State requirements for stormwater monitoring in Shelter Cove as required by the California Ocean Plan and the State Water Resources Control Board's regulation of stormwater discharge to the King Range ASBS. The California Ocean Plan prohibits discharge of waste, which is defined to include municipal stormwater, to an ASBS unless the responsible entity meets the conditions for an exception. The conditions for an exception to the

discharge prohibition include two years of monitoring data to demonstrate that the discharge is not affecting the ocean receiving water. The State Water Board notified the County in June 2012 that monitoring would be required starting in FY 2012-13; however, the County was able to successfully petition for a one-year delay. Public Works will need to further reduce levee maintenance to fund this required activity without supplemental funding.

2. A supplemental request of \$90,000 would provide funding for implementing improvement measures on the three County levees (Redwood Creek in Orick, Eel River in Fortuna, and Mad River in Blue Lake) to address deterioration and sub-standard conditions. This funding would address findings issued in annual inspection reports conducted by the U.S. Army Corps of Engineers. The overall condition of the Redwood Creek and Eel River levees have been designated as “Unacceptable” and the overall condition of the Mad River levee has been designated as “Marginally Acceptable.” This funding would provide for and maintain infrastructure, create opportunities for improved safety and health, and protect vulnerable populations.
3. A supplemental request of \$15,000 would allow Public Works staff to support the Board of Supervisors to advocate for settlement of dam and water use issues on the Klamath River, and advocate to secure water allocation of the County’s right to not less than 50,000

acre-feet of water on the Trinity River. This work is would enable Humboldt County to remain engaged in the federal Klamath River Settlement process (Klamath Hydroelectric Settlement Agreement and Klamath Basin Restoration Agreement) as federal legislation is developed and continue to advocate for the County’s interests (improve Klamath River stream flow conditions, protect commercial and recreational fishery interests, alleviate the hardships to fishing and tribal communities).

These supplemental requests were not recommended for funding. While the departmental requests have merit, the County Administrative Office proposed to direct the limited financial resources in the General Fund to reserves in accordance with the Board’s articulated goals for FY 2013-14.

Recommended Personnel Allocation

For Water Management, the recommended personnel allocation for FY 2013-14 is 1.0 FTE with no positions frozen. Funding for 0.1 FTE extra-help has been eliminated; there are no other changes from the previous fiscal year.

Board Adopted

The Board adopted this budget as recommended.

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. Due to a design deficiency, the Redwood Creek levee is impaired by large amounts of excess sediment which deposit annually and reduce levee capacity. Public Works continues to work with stakeholders to pursue a long-term, permanent solution for the levee system and also restoration of the Redwood Creek estuary which was impacted by levee construction. Public Works attempts to perform annual sediment removal to restore a portion of the lost levee capacity; however, the work is subject to extensive environmental permitting and compliance restrictions and requirements.

The Water Management Division provides technical support to the Board regarding water resource issues (dams, water flows, water quality, restoration, sea level rise) related to the Klamath River, Trinity River, Humboldt Bay, and other water bodies.

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

The 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 State-mandated stormwater management programs in McKinleyville; the Shelter Cove area; and, starting in 2013, the unincorporated area around Eureka.

2012-13 Accomplishments

1. Initiated a project working with stakeholders to develop a conceptual design plan for levee rehabilitation and estuary restoration at Redwood Creek in Orick. Achieving plan consensus for Redwood Creek would support the County's ability to provide for and maintain infrastructure and create opportunities for improved safety and health.
2. Completed the technical studies associated with mapping the regulatory floodplains for Blue Lake and Orick for use by FEMA to incorporate into the applicable Flood Insurance Rate Maps. This project serves to improve public safety by providing more accurate flood hazard information.
3. Completed technical assistance and public outreach activities related to the Klamath River settlement process. This work advanced local interests in natural resource discussions and helped build inter-jurisdictional and regional cooperation.

4. Monitored the State's update and expansion of municipal stormwater permitting requirements, and obtained an exemption from expensive sampling and testing requirements in Shelter Cove. This work fulfills the County's core role of providing for and maintaining infrastructure.
5. Joined the Humboldt Bay Harbor, Recreation, and Conservation District as co-leads for the Humboldt Bay Sea Level Rise Vulnerability Assessment and Adaptation Strategy project. This work will advance local interests in natural resource discussions and build inter-jurisdictional and regional cooperation.

River, and in advocating to secure water allocation of the County's right to not less than 50,000 acre-feet of water on the Trinity River. This work will advance local interests in natural resource discussions and continue to build inter-jurisdictional and regional cooperation.

3. To achieve consensus on a conceptual design plan for levee rehabilitation and estuary restoration at Redwood Creek. Achieving plan consensus for Redwood Creek would support the County's ability to provide for and maintain infrastructure and create opportunities for improved safety and health.
4. To work with Jacobs Avenue landowners, City of Eureka, and other County departments to develop a levee district for the Jacobs Avenue levee. Formation of a levee district would create opportunities for improved safety and health behind the levee and facilitate public/private partnerships to solve problems.
5. To participate in the Humboldt Bay sea level rise adaptation planning working group, and to initiate a detailed flood study for Humboldt Bay with funding from FEMA. These efforts will improve public safety by providing more accurate flood hazard information.

2013-14 Objectives

1. To resolve regulatory roadblocks and obtain renewal of three expired permits for maintenance at the Redwood Creek levee system. If the permits can be renewed, to remove as much sediment as feasible within the available budget. Levee maintenance work supports the County's ability to provide for and maintain infrastructure and create opportunities for improved safety and health.
2. To support the Board of Supervisors in advocating for settlement of dam and water use issues on the Klamath



Public Works' fish-friendly culvert replacement project at Grassy Creek.