FY 2024-25
PROPOSED BUDGET

Agriculture
Library
UC Cooperative Extension

SECTION E:
Library & Agriculture
The Agricultural Commissioner/Sealer of Weights & Measures (Commissioner/Sealer) enforces federal, state and local laws and regulations pertaining to the county’s agriculture industry, environment, public health, safety and consumer protection through public outreach, education and enforcement.

**Program Discussion**

The Agricultural Commissioner is primarily a law enforcement/public protection agency with most programs mandated by state law. Authority for administration of these programs is found in the California Food and Agriculture Code and Business and Professions Code.

The Agricultural Commissioner includes the following budget units:

- 1100261 Agriculture Programs
- 1100279 Wildlife Services

This program supports the Board of Supervisors’ Strategic Plan by supporting and sustaining partnerships between law enforcement and other agencies to improve public safety, enhancing climate adaptation for landscapes and communities and preserving agricultural and timber land.

### FY 2024-25 Proposed Budget Table

<table>
<thead>
<tr>
<th></th>
<th>2022-23 Actual</th>
<th>2023-24 Adopted</th>
<th>Estimated 2023-24 Actual</th>
<th>2024-25 Requested</th>
<th>2024-25 Proposed</th>
<th>Increase (Decrease)</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Other Governmental Agencies</td>
<td>580,734</td>
<td>600,900</td>
<td>592,086</td>
<td>638,375</td>
<td>638,375</td>
<td>37,475</td>
<td>6%</td>
</tr>
<tr>
<td>Charges for Current Services</td>
<td>326,254</td>
<td>287,076</td>
<td>321,372</td>
<td>322,076</td>
<td>322,076</td>
<td>35,000</td>
<td>12%</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>(764)</td>
<td>157,949</td>
<td>157,949</td>
<td>157,949</td>
<td>157,949</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td>906,225</td>
<td>1,045,925</td>
<td>1,071,407</td>
<td>1,118,400</td>
<td>1,118,400</td>
<td>72,475</td>
<td>7%</td>
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<tr>
<td><strong>Expense</strong></td>
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<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries &amp; Employee Benefits</td>
<td>870,144</td>
<td>1,036,655</td>
<td>1,036,655</td>
<td>1,074,933</td>
<td>1,074,183</td>
<td>37,528</td>
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<tr>
<td>Services and Supplies</td>
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<td>177,451</td>
<td>202,933</td>
<td>199,951</td>
<td>200,701</td>
<td>23,250</td>
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<td>Other Charges</td>
<td>176,207</td>
<td>183,281</td>
<td>183,281</td>
<td>194,978</td>
<td>194,978</td>
<td>11,697</td>
<td>6%</td>
</tr>
<tr>
<td>Fixed Assets</td>
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<td>158,949</td>
<td>158,949</td>
<td>158,949</td>
<td>158,949</td>
<td>0</td>
<td>0%</td>
</tr>
<tr>
<td>Other Financing Uses</td>
<td>1,997</td>
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</tr>
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<td><strong>Total Expense</strong></td>
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<tr>
<td><strong>Net Revenues (Expenditures)</strong></td>
<td>369,522</td>
<td>510,411</td>
<td>510,411</td>
<td>510,411</td>
<td>510,411</td>
<td>0</td>
<td>0%</td>
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</table>
### FY 2024-25 Proposed Budget Table

<table>
<thead>
<tr>
<th></th>
<th>2022-23 Actual</th>
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</thead>
<tbody>
<tr>
<td><strong>Additional Funding Support</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>1100 General Fund</td>
<td>369,522</td>
<td>510,411</td>
<td>510,411</td>
<td>510,411</td>
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<tr>
<td><strong>Staffing Positions</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Allocated Positions</td>
<td>8.00</td>
<td>8.00</td>
<td>8.00</td>
<td>8.00</td>
<td>8.00</td>
<td>0.00</td>
<td>0%</td>
</tr>
</tbody>
</table>
Agricultural Commissioner

Total Revenues

- Other Revenues: $157,949 (14.1%)
- Charges for Current Services: $322,076 (28.8%)
- Other Revenues: $157,949 (14.1%)
- Other Governmental Agencies: $638,375 (57.1%)

Total Expenditures

- Salaries & Employee Benefits: $1,074,183 (65.9%)
- Services and Supplies: $200,701 (12.3%)
- Other Charges: $194,978 (12.0%)
- Fixed Assets: $158,949 (9.8%)

2024-25 Proposed Budget
Agricultural Commissioner

Permanent Positions by Program Area

Expenditures by Program Area

Wildlife Services
$80,173

Agricultural Commissioner
8.0

Agricultural Commissioner
$1,548,638
Program Description
The Agricultural Commissioner programs include: Pesticide Use Enforcement, Pest Management (Pest Exclusion, Pest Detection, Pest Monitoring) and the inspection of nurseries to ensure compliance with nursery stock standards of cleanliness. Department personnel issue federal and state phytosanitary certificates required to facilitate the international trade of pest-free plants and plant products by local producers. The Organic Program provides local administration and assistance for state-level participants. The department also oversees the direct marketing of agricultural products by certified producers at local farmers markets. Cannabis Cultivation Compliance inspections, which are critical to the state’s efforts to verify compliance, are performed in agreement with the Department of Cannabis Control.

The Sealer of Weights & Measures is responsible for verifying the accuracy of weighing and measuring devices for businesses and consumers through annual registrations and inspections of commercial devices. This includes grocery scales, cattle and vehicle scales, gasoline pumps, electric and vapor meters. Additionally, quantity control inspections are conducted to verify the accuracy of net quantity statements on packaged goods offered for sale. Staff conduct sales price reports to verify that computerized systems used to calculate charges for goods are accurate.

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<td><strong>Expense</strong></td>
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<td>1,074,933</td>
<td>1,074,183</td>
<td>37,528</td>
<td>4%</td>
</tr>
<tr>
<td>Services and Supplies</td>
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<td>97,278</td>
<td>122,760</td>
<td>119,778</td>
<td>120,528</td>
<td>23,250</td>
<td>24%</td>
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<tr>
<td>Other Charges</td>
<td>176,207</td>
<td>183,281</td>
<td>183,281</td>
<td>194,978</td>
<td>194,978</td>
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<td>1,997</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td>0</td>
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<tr>
<td><strong>Total Expense</strong></td>
<td>1,193,169</td>
<td>1,476,163</td>
<td>1,501,645</td>
<td>1,548,638</td>
<td>1,548,638</td>
<td>72,475</td>
<td>5%</td>
</tr>
<tr>
<td><strong>Net Revenues</strong></td>
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<tr>
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</tr>
<tr>
<td><strong>Additional Funding Support</strong></td>
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<td></td>
<td></td>
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<td></td>
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<tr>
<td>1100 General Fund</td>
<td>286,944</td>
<td>430,238</td>
<td>430,238</td>
<td>430,238</td>
<td>430,238</td>
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<td>0%</td>
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<tr>
<td><strong>Total Additional Funding Support</strong></td>
<td>286,944</td>
<td>430,238</td>
<td>430,238</td>
<td>430,238</td>
<td>430,238</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

| **Staffing Positions** | | | | | | |
| Allocated Positions   | 8.00          | 8.00            | 8.00                     | 8.00             | 8.00             | 0.00                | 0%       |
Significant Changes

- The proposed revenue budget for Charges for Current Services has increased due to changes in commercial weighing and measuring device registration fees.
- The proposed expenditure budget for Services and Supplies has increased due to additional costs associated with Sealer of Weights & Measure services provided by the Trinity County Agricultural Commissioner’s office.
- Funding of $158,949 is recommended for capital assets. Additional details are available in the Capital Expenditures table.

Personnel

There are no personnel changes.

Accomplishments

- Licensed staff operated a heavy-capacity weight truck to test the accuracy of large capacity scales such as cattle and vehicle scales. (Core Services/Other)
- Collected and compiled data and published the 2022 Crop Report. This annual report summarizes the acreage, production and gross value of agricultural commodities and livestock produced in Humboldt County. The estimated gross value of the county’s agricultural commodities is $272,790,000. (Core Services/Other)
- Provided education to the public regarding the safe and effective use of pesticides through the pesticide use enforcement program. Public outreach, education and inspections ensure compliance with pesticide use laws and regulations. (Core Services/Other)
- Facilitated the removal of invasive weed species that threaten the environment. The department continued to work with Redwood Community Action Agency (RCAA) in the removal of Tansy Ragwort and various species of Knotweed. (5004)

Goals

- Continue working with the Department of Cannabis Control (DCC) to conduct regulatory compliance inspections of commercially licensed cannabis farms throughout the county. (1001)
- Successfully complete and submit the 2023 Humboldt County Crop Report in a timely manner in accordance with provisions of Section 2279 of the California Food and Agricultural Code. (Core Services/Other)
- Offer pesticide training to the agricultural industry for compliance with worker health and safety laws and regulations. (5001)
- Inspect and test registered commercial measuring and weighing devices for accuracy throughout the county. (Core Services/Other)

Performance Measures

<table>
<thead>
<tr>
<th>Devices Inspected</th>
<th>FY 2019-20</th>
<th>FY 2020-21</th>
<th>FY 2021-22</th>
<th>FY 2022-23</th>
<th>FY 2023-24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total weighing and measuring devices inspected by staff. The continued decrease of device inspections can be attributed to the decrease of weighing devices registered by the cannabis industry.</td>
<td>2,159</td>
<td>3,341</td>
<td>3,431</td>
<td>2,859</td>
<td>2,730</td>
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</tbody>
</table>
Wildlife Services

Program Description
The Wildlife Services program is partially funded through a contract with the United States Department of Agriculture-Wildlife Services and General Fund contributions. The program aims to resolve conflicts involving wildlife. This includes protection of the public and farming and ranching businesses from the risks posed by exposure to wildlife diseases and damage to or loss of livestock from wildlife predation. Maintaining a wildlife services specialist is critical to public health and safety in Humboldt County due to the high rate of rabies infections in local wildlife populations.

FY 2024-25 Proposed Budget Table

<table>
<thead>
<tr>
<th>Expense</th>
<th>2022-23 Actual</th>
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<th>2024-25 Proposed</th>
<th>Increase (Decrease)</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Services and Supplies</td>
<td>82,578</td>
<td>80,173</td>
<td>80,173</td>
<td>80,173</td>
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<tr>
<td>Total Expense</td>
<td>82,578</td>
<td>80,173</td>
<td>80,173</td>
<td>80,173</td>
<td>80,173</td>
<td>0</td>
<td>0%</td>
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<tr>
<td>Net Revenues (Expenditures)</td>
<td>82,578</td>
<td>80,173</td>
<td>80,173</td>
<td>80,173</td>
<td>80,173</td>
<td>0</td>
<td>0%</td>
</tr>
</tbody>
</table>

Additional Funding Support

| 1100 General Fund            | 82,578         | 80,173          | 80,173                   | 80,173             | 80,173           | 0                   | 0%       |
| Total Additional Funding Support | 82,578   | 80,173          | 80,173                   | 80,173             | 80,173           | 0                   | 0%       |

Staffing Positions

| Allocated Positions | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0% |

Significant Changes
There are no significant changes.

Personnel
There are no personnel changes.

Accomplishments
- Implemented the terms of the amended cooperative services agreement with the United States Department of Agriculture. The amended agreement has reduced the number of small mammals taken in urban areas. (Core Services/Other)

Goals
- Continue to collect data regarding calls for service by the community. This data is collected by the wildlife services officer and submitted to the agriculture department and compiled for the bi-annual report of service calls. (Core Services/Other)
The Humboldt County Library strengthens the community by educating, inspiring and connecting people. The Library’s vision is to help create and support a welcoming, healthy and prosperous community and foster learning and creativity.

Program Discussion
The Humboldt County Library System (HCL) comprises 11 libraries and one bookmobile providing community-wide access to books, databases, magazines, audiobooks, movies, internet resources and government and historical documents. The Eureka Library functions as the operational headquarters for the HCL and serves as a distribution center for many of the materials and services that support the library system as a whole.

The Library provides free access to the internet through public computers and public WiFi, reaching even the most rural and remote communities through the Bookmobile and other remote access services. The Library also offers information and research services, classes, lectures, programs for children, teens and adults, book groups and opportunities for social connections.

The Library includes the following budget unit:

- 1500621 Library

This program supports the Board of Supervisors’ Strategic Plan by strengthening relationships with Tribal government entities and supporting core services.
Library

Total Revenues

- Other Revenues: $347,500 (7.1%)
- Charges for Current Services: $20,000 (0.4%)
- Other Governmental Agencies: $675,604 (13.8%)
- Use of Money and Property: $20,200 (0.4%)
- Taxes: $3,611,859 (73.5%)

Total Expenditures

- Salaries & Employee Benefits: $3,268,932 (60.0%)
- Services and Supplies: $1,253,116 (23.0%)
- Other Charges: $645,611 (11.8%)
- Fixed Assets: $280,853 (5.2%)

2024-25 Proposed Budget
Library

Permanent Positions by Program Area

County Library
32.7

Expenditures by Program Area

County Library
$5,448,512
Significant Changes

- The proposed revenue budget for Other Revenues has increased due to additional interest earnings on pooled investment portfolios.
- The proposed General Fund Contribution has decreased due to unmandated contributions unfunded in FY 2024-25.
- Funding of $280,853 is recommended for capital assets. Additional details are available in the Capital Expenditures table.
Personnel
There are no changes to personnel, however, in FY 2023-24 1.0 FTE Librarian I/II (37.5 hr) was added to the Personnel Allocation Table in error. That position has been removed.

In FY 2023-24, 1.0 FTE Executive Secretary (M/C) was deallocated and 1.0 FTE Administrative Services Officer was allocated. This change did not reflect a net change in FTE over the prior year adopted budget allocations.

Accomplishments
- Increased the number of fieldtrips, class visits and outreach opportunities to connect more people to the library’s essential services and resources. (2005)
- Began the planning process to improve accessibility and infrastructure at three HCL facilities (Arcata, Eureka and Fortuna) through the California State Library’s Building Forward Grant. (3002)
- Expanded open hours in the Eureka Library’s Humboldt Room, a research room promoting and archiving local history. (2005)
- Re-introduced and expanded adult education opportunities at the Arcata, Eureka and Fortuna libraries through a collaboration with College of the Redwoods Adult Education. (3001)
- Strengthened the relationship with Two Feathers Native American Family Services at new locations and continued to provide literacy and socio-emotional support for young people and their families. (3004)
- Provided information about housing and sheltering solutions by partnering with Area 1 Agency on Aging to promote their home-share program at the Eureka Library. (4001)
- Hired a program coordinator for outbound services development for the bookmobile, Library At Your Door and library courier services. (3001)
- Provided robust personnel development opportunities with support from the Humboldt Library Foundation and the Friends of the Redwood Libraries. (3001)

Goals
- Strengthen relationships with Tribal government entities through the ‘Library of Things’ and sharing of traditional knowledge for the residents of the Hoopa Valley at the Kim Yerton Memorial Library. (3004)
- Improve infrastructure at the Eureka Library through the California State Library’s Building Forward Grant. (3002)
- Improve communications infrastructure with the completion of the CENIC broadband project for the Ferndale Library. Completion of this project will fulfill the library’s goal of providing high-speed broadband service to all library locations. (5006)
- Provide library personnel with leadership and management training to build capacity within the department and support succession planning. (3003)
- Facilitate community engagement with local artists by developing rotating art exhibits at all library locations. (2005)
- Increase volunteer rosters to provide support for programming, events and services. (2005)
- Continue to leverage state and local grants to support and enhance library development, programming and community engagement. (2001)
## Performance Measures

<table>
<thead>
<tr>
<th></th>
<th>FY 2019-20</th>
<th>FY 2020-21</th>
<th>FY 2021-22</th>
<th>FY 2022-23</th>
<th>FY 2023-24</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Electronic Material Checkout</strong></td>
<td></td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Number of electronic materials checked out.</td>
<td>71,556</td>
<td>102,922</td>
<td>104,902</td>
<td>102,425</td>
<td>116,878</td>
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<td>*FY 2023-24 data is projected.</td>
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<tr>
<td><strong>In-Person Program Attendance</strong></td>
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</tr>
<tr>
<td>Number of individuals attending in-person programs.</td>
<td>9,727</td>
<td>538</td>
<td>5,846</td>
<td>16,487</td>
<td>24,264</td>
</tr>
<tr>
<td>*FY 2023-24 data is projected.</td>
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<tr>
<td><strong>New Library Accounts</strong></td>
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</tr>
<tr>
<td>Total new library accounts by fiscal year.</td>
<td>1,353</td>
<td>603</td>
<td>2,477</td>
<td>3,774</td>
<td>3,798</td>
</tr>
<tr>
<td>*FY 2023-24 data is projected.</td>
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<tr>
<td><strong>Physical Material Checkout</strong></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>The number of physical materials checked out.</td>
<td>389,150</td>
<td>151,121</td>
<td>307,988</td>
<td>352,916</td>
<td>341,938</td>
</tr>
<tr>
<td>*FY 2023-24 data is projected.</td>
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UC Cooperative Extension provides educational opportunities, performs local research and solves problems relevant to government, industry and Humboldt County’s residents. This department is a component of the larger University of California Cooperative Extension (UCCE) statewide system that links University of California (UC) faculty and specialists to counties.

**Program Discussion**

UCCE is jointly funded by the county, the UC and the United States (US) Department of Agriculture. This partnership was first established in California in 1913, when the Humboldt County Cooperative Extension Department was formed and a farm advisor and 4-H program were established.

Within this 110-year partnership, county funding provided clerical staff, operational support, transportation and office space. The UC funding contributes approximately $1,000,000 annually for 12 positions, including advisors, research assistants and program representatives. In addition, UC staff seek outside funding sources to benefit the partnership and typically secure approximately $300,000 to $600,000 annually in grant funding for staff and project costs. Furthermore, volunteers donate thousands of hours through 4-H leader positions, Master Gardener and Master Food Preserver programs.

The department assists agriculture and natural resource producers, land owners and industries in addressing production problems, conducting local research to address critical economic and environmental issues and providing continuing education opportunities. UCCE also organizes and conducts educational workshops, field days, training and seminars and offers educational materials for the public on a range of topics, from backyard farming and home pests to forest, rangeland and fire management.

The department has four specialized programs: the 4-H Youth Development program provides youth with educational projects and events that teach life skills in agriculture, environmental education, consumer and family science, health, civic engagement, communications, science technology and engineering; the Expanded Food and Nutrition Education program provides nutrition to low-income community members, including at-risk and minority populations; the Master Food Preserver Program is an intensive train-the-trainer program for educational outreach in food safety and preservation; the Master Gardener program extends UC research-based information about home horticulture and pest management to the public.

This program supports the Board of Supervisors’ Strategic Plan by promoting strong economic resiliency and growth, enhancing climate adaptation for landscapes and communities and preserving agricultural and timber land.

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**Budget Totals**

<table>
<thead>
<tr>
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<th>FY 2024-25</th>
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<tbody>
<tr>
<td>Expenditures + Other Financing Uses</td>
<td>$264,458</td>
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<tr>
<td>Revenues + Other Financing Sources</td>
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<td>General Fund Contribution</td>
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<td>Personnel</td>
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<tr>
<td>% General Fund Contribution</td>
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</table>
UC Cooperative Extension

Total Revenues

Other Revenues
$2,200
20.6%

Charges for Current Services
$8,500
79.4%

Total Expenditures

Other Charges
$39,502
14.9%

Salaries & Employee Benefits
$138,816
52.5%

Services and Supplies
$86,140
32.6%
UC Cooperative Extension

Permanent Positions by Program Area

Expenditures by Program Area

UC Cooperative Extension
1.5

Expenditures by Program Area

UC Cooperative Extension
$264,458
Significant Changes
- The proposed expenditure budget for Salaries & Employee Benefits has decreased due to retirement of a long-term employee and hiring of new lower paid staff.
- The proposed expenditure budget for Services and Supplies has increased due to additional office expenses and travel for new staff members.

Personnel
There is no proposed change to personnel, however, in FY 2023-24 the department deallocated 0.54 FTE Secretary (37.5) and allocated 0.50 FTE Secretary for a decrease of 0.04 FTE over the prior year adopted budget.

Accomplishments
- Responded to requests from the public, government, tribal government, community members, businesses and educators; offered technical workshops in agriculture, natural resources, nutrition, food preservation and youth development to promote stewardship of resources, sustainability, citizen health and independence. (Core Services/Other)
- Offered and participated in groups, partnerships, workshops, research, conferences and regional meetings to support economic opportunities. Staff joined the “Sector Working Group” of the Community Economic Resilience Fund to identify priorities for North Coast economic development opportunities. (2001)
Accomplishments

- Re-initiated the Aluetian Working Group and successfully modified the hunting season to reduce competition in bottom lands and improve pasture health. (5004)
- Brought hundreds of participants together to learn more about wildfire preparedness, prescribed fire, water quality, forest health and oak woodlands. Sought policy solutions at the state level for the wildfire insurance crisis affecting homes and businesses. (5004)
- Delivered key programming and conducted research around key North Coast natural resource issues, including wildfire preparedness, ecological benefits of prescribed fire, oak woodland management, water demands from Douglas-fir encroachment into oak woodlands, sustainable agriculture, livestock herd health and forest health. Funding partners have included CAL FIRE, California Deer Association, USDA Forest Service, Natural Resource Conservation Service, Nature Conservancy, UC Agriculture and Natural Resources, Western Regional Sustainable Agriculture and Research Education, USDA Regional Food System Partnerships and Native American Agriculture Fund, among others. (2001)
- Helped agriculture producers recover from drought, flooding and snow-related damage with financial assistance from the USDA and helped secure funds from the California Department of Food and Agriculture’s Healthy Soils program. (2001)

Goals

- Strengthen climate change resiliency and provide education and training on the use of prescribed fire to encourage ecosystem, cultural and fuel reduction benefits. This effort will improve the acceptance, skill, effectiveness and scale of fire restoration and support ecosystem health in the face of drought and wildfire. (5001)
- Offer technical workshops in agriculture, natural resources, nutrition, food preservation and youth development to promote stewardship of resources, sustainability, citizen health and independence. The department has two new advisors with expertise in specialty crops and rural economic development. Together, they will help the region with crop selection, pest management and market development to foster broader economic opportunities, new markets and greater financial success. (2001)
- Address wildfire preparation and adaptation, including developing and delivering educational programs specific to agricultural pass users; help roll out the prescribed fire claims fund to support coverage of potential losses from permitted prescribed fires by nonpublic entities, such as Native American tribes, private land owners and other nongovernmental entities; and participate in the Community Economic Resilience Fund and wind development and engage in state policy efforts to stabilize the home and business insurance market. (2001)