

**Public Works Summary**

Thomas K. Mattson, Public Works Director

<b>Departmental Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Departmental Revenues</b>						
Attributable to Department	\$18,508,289	\$21,855,452	\$37,758,752	\$56,486,461	\$56,121,931	\$18,363,179
General Fund Support	1,757,898	2,162,661	3,398,690	3,861,925	2,727,751	(670,939)
(To)/From Non-GF Fund Balance	3,253,221	(3,193,456)	(2,790,426)	5,217,892	5,217,892	8,008,318
<b>Grand Total Revenues</b>	<b>\$23,519,408</b>	<b>\$20,824,657</b>	<b>\$38,367,016</b>	<b>\$65,566,278</b>	<b>\$64,067,574</b>	<b>\$25,700,558</b>
<b>Expenditures</b>						
Contracts	\$3,125,935	\$481,376	\$8,326,706	\$0	\$0	(\$8,326,706)
Salaries & Benefits	8,830,136	9,857,149	10,512,501	12,756,073	12,662,663	2,150,162
Supplies & Services	13,447,104	10,586,570	14,950,506	40,025,495	39,899,174	24,948,668
Other Charges	2,826,810	1,879,763	3,485,586	3,867,186	3,857,161	371,575
Fixed Assets	1,491,178	5,389,812	9,425,115	8,635,810	7,653,576	(1,771,539)
Expense Transfer	(12,465)	(15,354)	(67,271)	(5,000)	(5,000)	62,271
Operating Rev & Contribution	(6,189,291)	(7,354,658)	(8,266,127)			8,266,127
<b>Total Expenditures</b>	<b>\$23,519,407</b>	<b>\$20,824,657</b>	<b>\$38,367,016</b>	<b>\$65,279,564</b>	<b>\$64,067,574</b>	<b>\$25,700,558</b>
<hr/>						
Allocated Positions	191.00	196.00	202.00	202.00	202.00	0.00
Temporary (FTE)	6.07	6.27	6.00	11.80	9.91	3.91
<b>Total Staffing</b>	<b>197.07</b>	<b>202.27</b>	<b>208.00</b>	<b>213.80</b>	<b>211.91</b>	<b>3.91</b>

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The Public Works Department consists of the following budget groups:

## Aviation

- 3530 381 Aviation
- 1490 170 Aviation Capital Projects
- 1820 170 Murray Field
- 1830 170 Rohnerville
- 1840 170 Garberville
- 1860 170 Dinsmore
- 1870 170 Kneeland

## Facility Management

- 1100 162 Building Maintenance
- 1100 170 Capital Projects

## Fish and Game

- 1700 290 Fish & Game Advisory Committee

## Fleet Services

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

## Land Use

- 1100 166 Public Works Land Use
- 1200 322 Roads Land Use

## Parks and Trails

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

## Roads

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

## Solid Waste

- 1100 438 Solid Waste

## Transportation Services

- 1150 910 Transportation Services

## Water Management

- 1100 251 Water Management

In addition, the following budget units which are no longer in use are included in the summary table for past years:

- 1100 164 Public Works Business, through FY 2006-07
- 1100 171 Architect, through FY 2006-07
- 1880 170 Hoopa, through FY 2007-08

**Mission**

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

**Goals**

1. To review development standards to provide infrastructure for growth while minimizing costs.
2. To solicit and incorporate citizen input into project development for all Public Works facilities.
3. To provide a safe and well-maintained transportation system by reducing accident rates and chip sealing 30 miles of road.
4. To maximize external funding such as grants and private funding.
5. To preserve a long-term, satisfied, safe work force and working environment.

**Performance Measures**

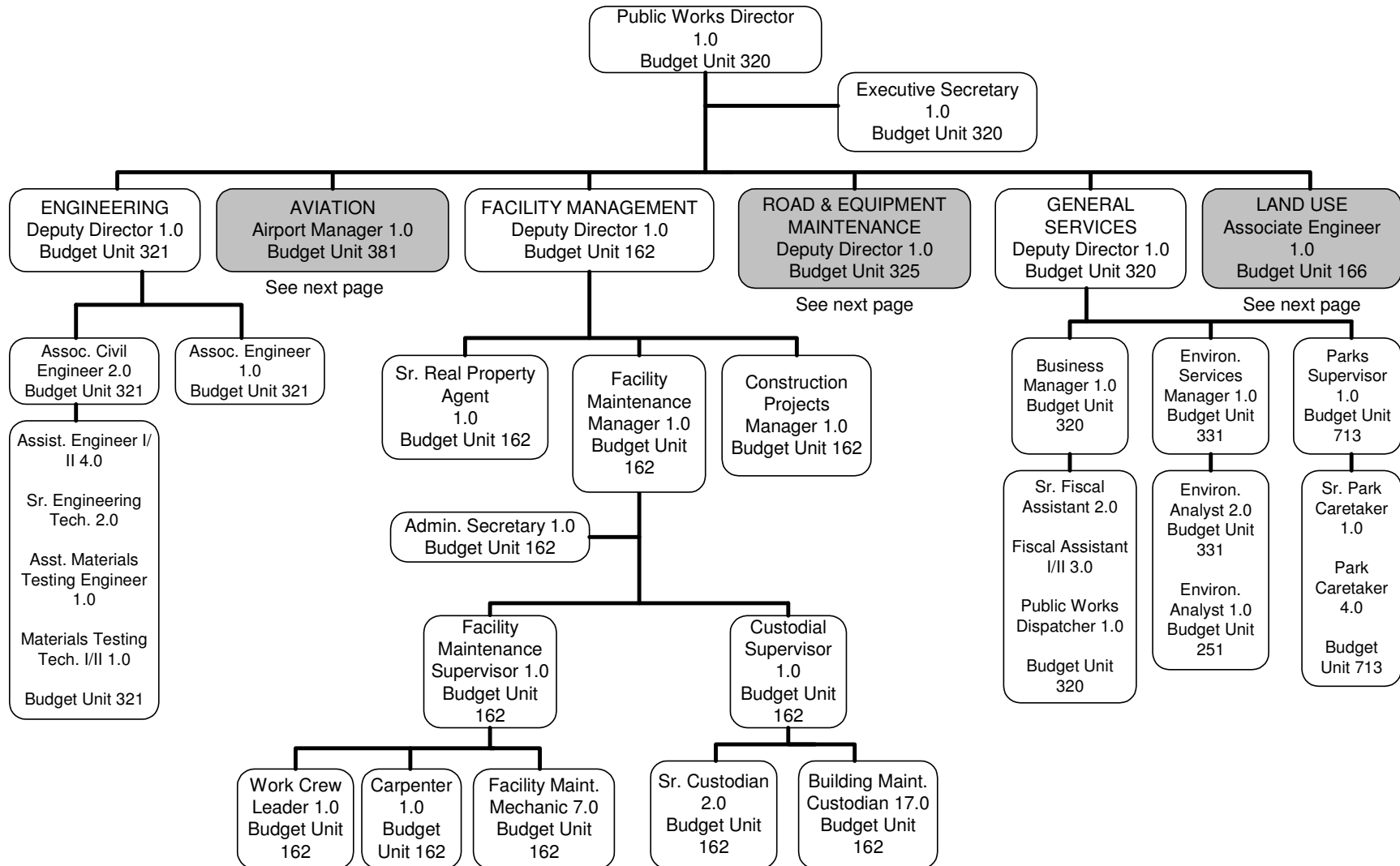
1. <i>Description of Performance Measure: Road chip seals</i>				
<i>FY 2004-05 Actual</i>	<i>FY 2005-06 Actual</i>	<i>FY 2006-07 Actual</i>	<i>FY 2007-08 Estimated</i>	<i>FY 2008-09 Projected</i>
19.00	4.44	7.20	25	30
<i>Describe why this measure is important and/or what it tells us about the performance of this department: 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.</i>				
2. <i>Description of Performance Measure: Vehicle accident rates</i>				
<i>FY 2004-05 Actual</i>	<i>FY 2005-06 Actual</i>	<i>FY 2006-07 Actual</i>	<i>FY 2007-08 Estimated</i>	<i>FY 2008-09 Projected</i>
576	546	539	300	250
<i>Describe why this measure is important and/or what it tells us about the performance of this department: This is an indication of the safety of county roads, as well as the maintenance of the roadways.</i>				

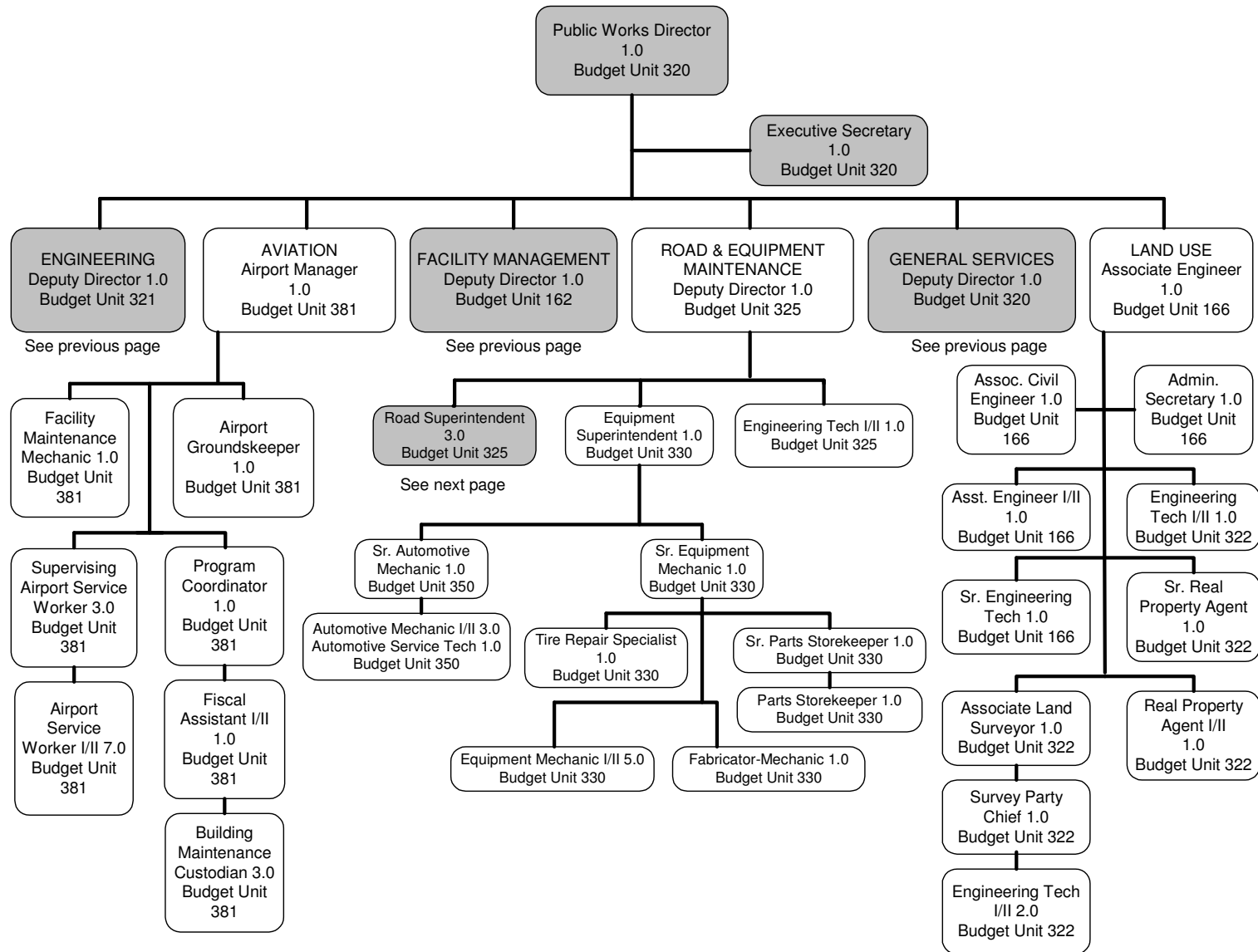
# Public Works Summary

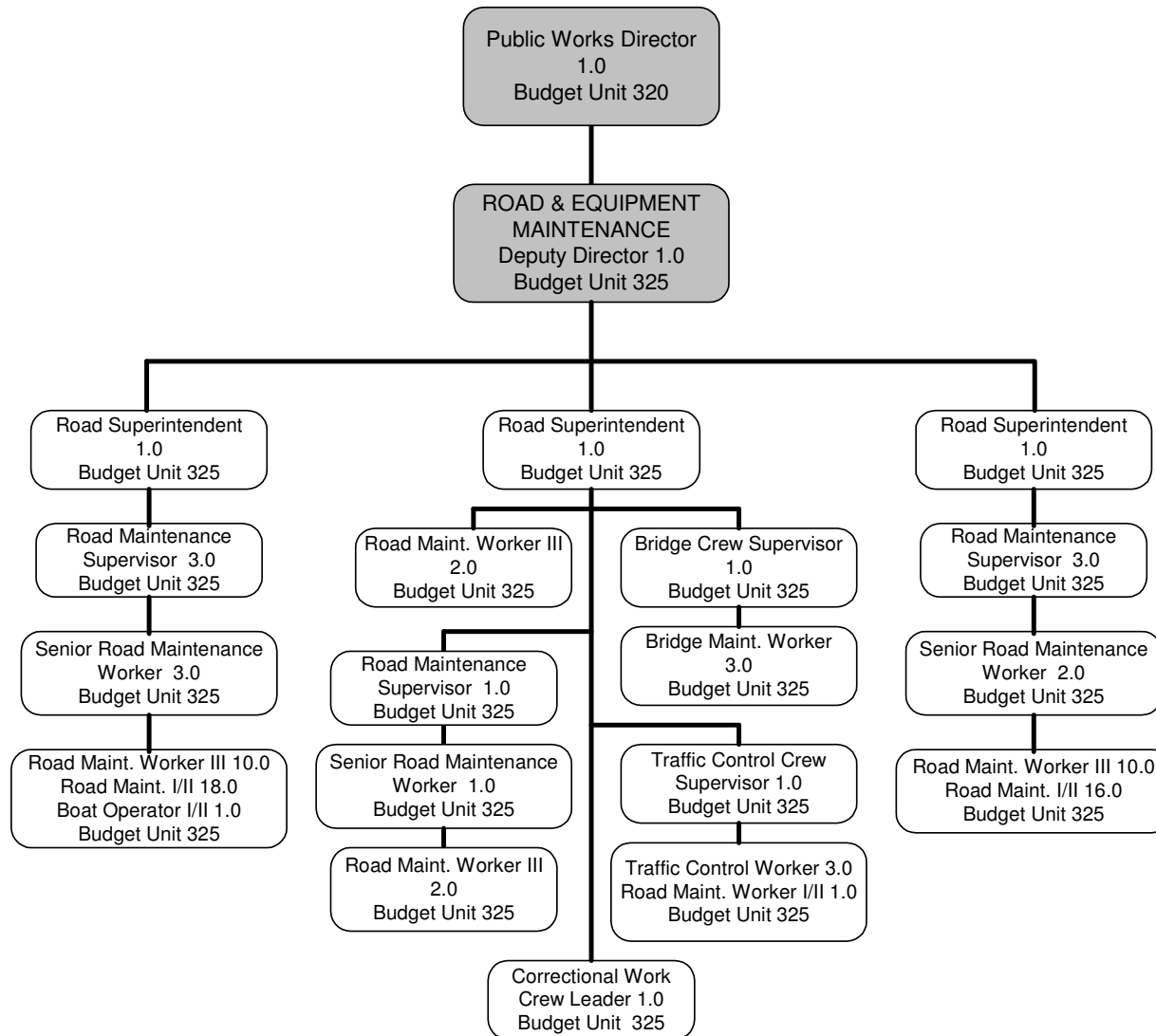
Thomas K. Mattson, Public Works Director

3. <i>Description of Performance Measure: Project Contracted Expenditures</i>				
<i>FY 2004-05 Actual</i>	<i>FY 2005-06 Actual</i>	<i>FY 2006-07 Actual</i>	<i>FY 2007-08 Estimated</i>	<i>FY 2008-09 Projected</i>
\$12,559,953	\$5,140,366	\$7,973,728	\$12,220,307	\$34,088,949
<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 also measures the ability of the department to complete projects. Funding not secured from outside sources reduces the ability of the department to effectively complete improvement projects.				
4. <i>Description of Performance Measure: Workforce injury rates</i>				
<i>FY 2004-05 Actual</i>	<i>FY 2005-06 Actual</i>	<i>FY 2006-07 Actual</i>	<i>FY 2007-08 Estimated</i>	<i>FY 2008-09 Projected</i>
23	44	22	22	18
<i>Describe why this measure is important and/or what it tells us about the performance of this department:</i> This defines the department's ability to provide a safe working environment through tools and training. It is also a measure of employee retention and workers' compensation rates.				

Organization Chart:







<b>Aviation Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Use of Money & Property	\$10,906	\$22,938	\$11,725	\$10,750	\$10,750	(\$975)
Other Gov't Agencies	1,044,962	3,390,073	5,989,775	6,241,540	6,241,540	251,765
Charges for Services	0	0	0	2,741,786	2,741,786	2,741,786
Trust Fund Revenue/Airport Ent.	0	333,617	17,661	0	0	(17,661)
(To)/From Non-GF Fund Balance	82,527	(33,002)	(132,175)	109,250	109,250	241,425
<b>Total Revenues</b>	<b>\$1,138,395</b>	<b>\$3,713,626</b>	<b>\$5,886,986</b>	<b>\$9,103,326</b>	<b>\$9,103,326</b>	<b>\$3,216,340</b>
<b>Expenditures</b>						
Salaries & Benefits	\$791,461	\$808,432	\$803,398	\$1,011,289	\$1,011,289	\$207,891
Supplies & Services	1,430,185	1,515,718	1,615,987	1,534,012	1,534,012	(81,975)
Other Charges	158,752	91,850	356,904	784,985	784,985	428,081
Fixed Assets	1,108,722	3,727,512	5,730,499	5,773,040	5,773,040	42,541
Operating Rev & Contribution	(2,350,725)	(2,429,886)	(2,619,802)	0	0	2,619,802
<b>Total Expenditures</b>	<b>\$1,138,395</b>	<b>\$3,713,626</b>	<b>\$5,886,986</b>	<b>\$9,103,326</b>	<b>\$9,103,326</b>	<b>\$3,216,340</b>
<b>Staffing</b>						
Allocated Positions	18.00	18.00	18.00	18.00	18.00	0.00
Temporary (FTE)	0.51	0.50	0.50	0.50	0.50	0.00
<b>Total Staffing</b>	<b>18.51</b>	<b>18.50</b>	<b>18.50</b>	<b>18.50</b>	<b>18.50</b>	<b>0.00</b>



## Purpose

The Aviation Division is responsible for managing the 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 main Aviation Division operating budget (budget unit 381 in the 3530 Enterprise Fund), the budget for large capital projects in the Division (1490-170), and five capital projects budgets which account for State funds for each of the general aviation airports.

## Major Budget Changes

The biggest change in this budget grouping is an accounting change. Revenues for the Airport Enterprise Fund were formerly shown as a negative expenditure class called "Operating Revenues & Contributions." Beginning with FY 2008-09, all revenues will be accounted for with true revenue line items, showing their source as charges for services.

Expenditures for other charges have increased in this budget grouping, principally as the result of additional funds being spent on planning for improvements at the Arcata-Eureka Airport. Anticipated expenditures in FY 2008-09 include: \$300,000 for design of the airport fire station, \$250,000 for

environmental documents for the runway safety area, and \$80,000 for completion of the runway safety area study.

Fixed asset appropriations are proposed for capital projects. Highlights include \$4,060,000 for the Arcata Terminal project, \$566,350 for improvements at the Garberville airport (\$5,000 to complete design of fencing; \$493,850 for installation of fencing; \$67,500 for design of ramp runway and expansion), and \$447,840 for construction of a runway rehabilitation project at the Dinsmore airport.

## Program Discussion

This program provides for the Humboldt County regional air transportation system. The Federal Aviation Administration (FAA) certifies airports to operate as commercial service airports through Federal Aviation Regulation (FAR) Part 139. The Aviation Division administers and maintains one FAR Part 139 certified commercial service airport and five general aviation airports.

The Aviation Division is spearheading an extensive regional airport improvement plan. Examples of new or upgraded aviation facilities include private hangar development for aircraft, construction of an airport fire station, and runway safety area improvements at the Arcata/Eureka Airport. Current general aviation airport projects include environmental assessments, T-hangar engineering and design, and taxiway, runway, lighting and fencing improvements.

**3530-381 Aviation**

This budget unit represents the main operating funding for the Aviation Division. The Division spearheads the planning of 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, facility maintenance services for each airport, Aircraft Rescue and Fire Fighting services, and certified weather observers to augment the Automated Weather Observation System at the Arcata/Eureka Airport. Federal AIP grants, Passenger Facility Charges (PFC), and California Aid to Airports programs are initiated and regulated by the Aviation Division. The adopted budget for FY 2008-09 is \$2,751,786.

**1490-170 Aviation Capital Projects**

This budget unit funds various capital projects as recommended by the Aviation Division and approved by the Board of Supervisors and/or FAA. These projects are primarily funded by the FAA AIP grant and PFC program. Total adopted expenditures for this budget unit are \$6,191,540.

**1820-170 Murray Field**

This budget unit provides funding for operational and maintenance costs, such as mowing, paving, fencing and lighting at the Murray Field Airport through the California Aid to Airports Program (CAAP). The adopted budget for FY 2007-08 is \$24,000.

**1830-170 Rohnerville**

This budget unit provides funding for operational and maintenance costs, such as mowing, paving, fencing and lighting at the Rohnerville Airport through the CAAP. The adopted budget is \$18,000.

**1840-170 Garberville**

This budget unit provides funding for operational and maintenance costs, such as mowing, paving, fencing and lighting at the Garberville Airport through the CAAP. The adopted budget is \$30,000.

**1860-170 Dinsmore**

This budget unit provides funding for operational and maintenance costs, such as mowing, paving, fencing and lighting at the Dinsmore Airport through the CAAP. The adopted budget is \$48,000.

**1870-170 Kneeland**

This budget unit provides funding for operational and maintenance costs, such as mowing, paving, fencing and lighting at the Kneeland Airport through the CAAP. The adopted budget is \$40,000.

## 2007-08 Accomplishments

1. Procured Delta Air service to Salt Lake City, Utah, a first-time air destination to the east. This was successful due to the partnership between local businesses and numerous public agencies.
2. Procured free Internet/Wi-Fi service for Rohnerville, and Murray Field Airports.
3. Replaced aging fire fighting equipment with a state of the art Airport Rescue and Fire Fighting truck and associated emergency response equipment.
4. Completed Airport Master Plans for six airports and the California Environmental Quality Act documents for four of the six airports. Murray Field and Kneeland airports are moving through a more complex environmental process due to critical flora and fauna issues.
5. Tenant hangar improvements included adding electrical service to 16 hangar units, hangar roof repairs, door repairs, and reviving an out-of-service portable hangar at Rohnerville Airport.
6. Completed the construction of the General Aviation Ramp at the Arcata/Eureka Airport and began negotiations with two private hangar developers.

7. Completed Phase I of enhancing the runway and taxiway lighting system at Rohnerville Airport.
8. Implemented a document management system allowing staff to streamline and simplify Division documents and files in an environmental friendly manner.

## 2008-09 Objectives

1. To promote private development of box hangars in an effort to improve pilot amenities in the County airport systems.
2. To develop minimum standards, update County codes for aviation, and update the various Division contract agreements.
3. To ensure that airport users pay equitably for use of County airport facilities in order to effectively balance revenues and operational costs by evaluating the airport fee structure.
4. To provide airport facilities that meet the needs of airlines, passengers, aircraft owners, pilots, tenants, and the communities of Humboldt County.
5. To provide staff training that meets FAA and Transportation Security Administration (TSA) requirements for security, emergency response, and fueling. Implement required annual emergency

response tabletop drills for FAR Part 139 and the TSA 1542 Security Program. Complete the hiring of Airport Service Workers.

6. To utilize various grants to enhance airport facilities and balance the associated sponsor match through the Passenger Facility Charge program.



<b>1100 - General Fund</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Other Govt'l Agencies	\$0	\$0	\$500,000	\$0	\$0	(\$500,000)
Charges for Services	180,909	230,893	322,343	292,200	292,200	(30,143)
Other Revenues	241,274	33,988	66,373	0	0	(\$66,373)
<b>General Fund Support</b>	<b>1,581,800</b>	<b>1,680,559</b>	<b>2,706,938</b>	<b>3,023,288</b>	<b>1,963,728</b>	<b>(743,210)</b>
Total Revenues	\$2,003,983	\$1,945,440	\$3,595,654	\$3,315,488	\$2,255,928	(\$1,339,726)
<b>Expenditures</b>						
Salaries & Benefits	\$1,378,333	\$1,416,679	\$1,467,523	\$1,896,666	\$1,819,340	\$351,817
Supplies & Services	347,654	364,361	332,473	341,868	341,868	\$9,395
Other Charges	23,015	25,882	43,359	43,584	43,584	\$225
Fixed Assets	267,446	153,872	1,819,570	1,038,370	56,136	(\$1,763,434)
Expense Transfer	(12,465)	(15,354)	(67,271)	(5,000)	(5,000)	\$62,271
Total Expenditures	\$2,003,983	\$1,945,440	\$3,595,654	\$3,315,488	\$2,255,928	(\$1,339,726)
<b>Staffing</b>						
Allocated Positions	30.00	33.00	35.00	36.00	35.00	0.00
Temporary (FTE)	0.36	0.00	1.00	1.00	1.00	0.00
<b>Total Staffing</b>	<b>30.36</b>	<b>33.00</b>	<b>36.00</b>	<b>37.00</b>	<b>36.00</b>	<b>0.00</b>

## Purpose

The purpose of Facility Management is to plan, design, maintain and manage County facilities so that they meet user needs and provide a safe, healthy and esthetically pleasing environment, and to do this in a sensible, cost effective manner.

This budget grouping contains two budget units: The main Facility Management operating budget (1100-162) and the General Fund Capital Projects budget (1100-170).

## Major Budget Changes

The operating budget for Facility Management will increase slightly for FY 2008-09 due to increases in salaries and benefits for employees, higher information technology charges and increased expenditures on utilities, custodial supplies and structural maintenance supplies. However, this small operating increase will be offset by a restructuring of the Capital Projects budget.

The adopted budget does not fund a baseline of projects for the Capital Projects budget unit, as has been done in the past. Instead, this budget proposes a transfer of funds to a new Deferred Maintenance Fund. This transfer, which appears in the Contributions to Other Funds budget (1100-199), will allow Facility Management staff to access funds for specific projects when they are prepared to make expenditures. One of the problems the Facility Management grouping has experienced

in the past is that projects were budgeted at the time of fund availability rather than staff availability, which meant that projects would be “on the books” for long periods of time and would need to be re-budgeted across multiple fiscal years before the work could actually be completed. It is anticipated that the new Deferred Maintenance Fund will allow more congruity between staff availability and fiscal wherewithal.

## Program Discussion

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

Facility Maintenance provides a variety of building services which address heating, ventilation and air conditioning (HVAC), plumbing, electrical, carpentry remodeling, landscape maintenance, and custodial services for numerous County owned or leased facilities. These range from 24/7 operations to 5 days per week operations. The facilities are located in Eureka, Arcata, Fortuna, Garberville, and Willow Creek. Real Property Management negotiates and maintains records of County lease agreements and provides for repairs and maintenance of leased properties.

Retirements and turnover in the maintenance and custodial staff have challenged the Division’s ability to provide sufficient service to the County’s facilities. Additionally, the

Division has faced challenges in replacing the custodial staff with qualified personnel. For FY 2008-09, the Division intends to upgrade one position to a Senior Facility Maintenance Mechanic and has requested supplemental funding to add a Painter position. These positions would help provide maintenance and upkeep of County facilities at a level that would begin to prevent the progressive loss of assets.

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

### **1100-162 Facility Management**

The purpose of Facility Management is to provide a safe, comfortable work environment for County employees and to design, construct and maintain County facilities to the highest standards possible with the available resources.

The adopted baseline budget for FY 2008-09 is \$2,199,162.

### **1100-170 Capital Projects**

The purpose of Capital Projects is to provide funding for capital (construction) improvements to facilities within the

County's inventory that includes some leased facilities. The adopted budget for FY 2008-09 is \$56,766.

## **Unfunded Supplemental/Restoration Funding Requests**

Four supplemental requests, totaling more than \$1 million, were submitted for this budget grouping.

The first requested supplemental allocation would provide funding for addition of a Painter position. This request is consistent with the reorganization of the Facility Management Division as presented to the Board of Supervisors on January 2, 2008. However, in view of the need to restrain cost increases in the General Fund this position was not included in the adopted budget.

Three additional supplemental requests were made for various categories of capital improvements. They include a number of projects such as replacement of the Courthouse emergency generator, finishing up projects originally funded two years ago by the Center for Facility Advancement budget, and an augmentation to the base level of funding for the Capital Projects budget. Rather than including funding for these supplemental requests, this budget includes a transfer of General Fund money into a new Deferred Maintenance Fund and allow Capital Projects staff to draw on those resources as staff availability permits. This new funding is included in the Contributions to Other Funds budget unit.

Projects funded by the Center for Facility Advancement that have not yet been completed are:

- ADA Improvements (Clark Complex) - \$200,000
- Planning/design - replacement of Weights & Measures Building - \$85,000
- Courthouse, 2nd floor - screening for juvenile toilets - \$30,000
- Juvenile Hall replacement window screening - \$130,000
- Courthouse, 1st Floor - Refurbish Restrooms - \$50,000

### **2007-08 Accomplishments**

1. Rearranged and adapted the organizational structures of Facility Management to better utilize staff and maximize efficiency.
2. Filled many funded but vacant Facility Management positions.
3. Completed a majority of the capital projects scheduled and identified for FY 2007-2008. Responded to over 1,300 work requests and completed numerous in-house projects.
4. Provided design and construction administration services to various County divisions and departments such as Health and Human Services, Risk Management and Aviation.

5. Initiated formal training for Facility Management staff that is relevant to individual positions and duties.

### **2008-09 Objectives**

1. To provide ongoing building maintenance services to public facilities in the most efficient and cost effective manner.
2. To provide maintenance and custodial services that support a healthy work environment and continues to enhance the quality and extend the longevity of public facilities.
3. To continue providing excellence in real property services. Assist public entities in maintaining correspondence and cooperation with multiple landlords for leased facilities.
4. To provide a full range of professional services with the objective of consistently producing well designed, cost effective capital projects that ultimately yield satisfied clientele.
5. To provide construction administration service for capital improvement projects from project specifications and receipt of public bids through construction completion.



<b>1700 - Fish &amp; Game Fund</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Fines, Forfeits & Penalties	\$12,781	\$7,557	\$7,767	\$6,700	\$6,700	(\$857)
Use of Money & Property	279	535	539	300	300	(235)
(To)/From Non-GF Fund Balance	(9,820)	2,337	(1,319)	4,000	4,000	1,663
<b>Total Revenues</b>	<b>\$3,240</b>	<b>\$10,429</b>	<b>\$6,987</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$571</b>
<b>Expenditures</b>						
Supplies & Services	\$3,240	\$10,429	\$6,987	\$11,000	\$11,000	\$571
<b>Total Expenditures</b>	<b>\$3,240</b>	<b>\$10,429</b>	<b>\$6,987</b>	<b>\$11,000</b>	<b>\$11,000</b>	<b>\$571</b>
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Allocated Positions	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
<b>Total Staffing</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

**Purpose**

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

**Major Budget Changes**

There are no significant changes for this budget unit.

**Program Discussion**

Grants are awarded to groups and individuals who submit proposals to the Fish & Game Advisory Committee for projects that will benefit priority County fish and wildlife species. The

awards are made after recommendation of the Committee and approval of the Board of Supervisors.

**2007-08 Accomplishments**

1. Funded a grant request from Humboldt State University Wildlife Department to document causes of nest failure for Western Snowy Plovers for purpose of management and public education.

**2008-09 Objectives**

1. To track revenues from court fines and properly track approved grant expenditures.
2. To submit grant recommendations from the Fish & Game Advisory Commission to the Board of Supervisors.

<b>Fleet Services Summary</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Use of Money & Property	\$32,956	\$0	\$146,228	\$85,000	\$85,000	(\$61,228)
Charges for Services	0	0	0	5,801,431	5,801,431	5,801,431
Other Revenues	52,797	212	0	0	0	(78)
Interest Revenue	22,084	33,432	78	0	0	0
(To)/From Non-GF Fund Balance	117,554	207,653	(90,902)	63,648	63,648	154,550
<b>Total Revenues</b>	<b>\$225,390</b>	<b>\$241,297</b>	<b>\$55,404</b>	<b>\$5,950,079</b>	<b>\$5,950,079</b>	<b>\$5,894,675</b>
<b>Expenditures</b>						
Salaries & Benefits	\$810,101	\$881,113	\$991,018	\$1,098,244	\$1,098,244	\$107,226
Supplies & Services	2,341,808	2,645,746	2,839,902	2,872,294	2,872,294	32,392
Other Charges	902,728	192,065	252,547	252,341	252,341	(206)
Fixed Assets	9,320	1,447,147	1,618,262	1,727,200	1,727,200	108,938
Operating Rev & Contribution	(3,838,567)	(4,924,772)	(5,646,325)	0	0	5,646,325
<b>Total Expenditures</b>	<b>\$225,390</b>	<b>\$241,297</b>	<b>\$55,404</b>	<b>\$5,950,079</b>	<b>\$5,950,079</b>	<b>\$5,894,675</b>
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Allocated Positions	16.00	16.00	16.00	16.00	16.00	0.00
Temporary (FTE)	0.00	0.28	0.00	1.60	1.60	1.60
<b>Total Staffing</b>	<b>16.00</b>	<b>16.28</b>	<b>16.00</b>	<b>17.60</b>	<b>17.60</b>	<b>1.60</b>

## **Purpose**

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

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

## **Major Budget Changes**

The FY 2008-09 budget proposal for Fleet Services includes a change to the way revenues are recognized. Rather than the “Operating Revenues & Contributions” negative expenditure lines that have historically been used, revenues will now be accounted for in true revenue lines.

The most important non-accounting change to this budget grouping is growth of almost 19 percent in supplies and services, attributable to rising costs for fuel and parts.

Fixed asset purchases include 62 replacement vehicles, an electro-hydraulic press, a large water truck, a bore welder, and a power vehicle pusher.

## **Program Discussion**

Fleet Services manages the rolling stock of the County: 378 fleet vehicles and 120 pieces of heavy equipment. This fleet serves all County departments and some outside agencies with vehicles and repair and maintenance services. The heavy equipment, plus approximately 100 pieces of support equipment, primarily serves the Road department. The heavy equipment shop also maintains and repairs equipment, and manages a storehouse of parts.

The California Air Resources Board has mandated the “Diesel Particulate Matter Control Measure for On-Road Diesel-Fueled Fleet Vehicles Owned and Operated by Public Fleets and Utilities.” The first of these requirements for the 2008 calendar year have been met. This regulation requires retrofits of some diesel trucks and the replacement of others. The requirement for 2009 will be the replacement of one tank truck at a cost of \$180,000. Estimates for calendar year 2010 are \$495,000.

The volatility in the price of fuel continues to be a major budget item that is difficult to accurately estimate. The adopted budget includes \$950,000 for the Motor Pool and \$700,000 for Heavy Equipment. This compares to the current year original budget allocations of \$702,350 and \$600,000, respectively. Unforeseen changes in domestic and foreign production can substantially change these figures.

### **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. The total expenditures of \$2,478,648 include \$180,000 to replace one water truck. These expenditures are entirely offset by usage charges.

### **3500-350 Motor Pool Operating**

The Motor Pool currently maintains 378 fleet vehicles serving the transportation needs of approximately 40 departments and outside government agencies. The adopted budget for FY 2008-09 is \$1,956,355. These expenditures are offset by per mileage charges assessed to using departments.

### **3500-351 Motor Pool Reserve**

This budget unit collects annual depreciation which funds the purchase of new vehicles. Total expenditures for FY 2008-09 are recommended at \$1,515,076.

## **2007-08 Accomplishments**

1. Maintained and expanded training for employees including industry certification of the automotive technicians, equipment repair technicians, tire specialist and parts personnel.

2. Expanded operations capabilities by upgrading the testing and diagnostic equipment.
3. Continued to meet the equipment needs of the Road department.
4. Continued to meet the vehicle transportation demands for all County departments.
5. Met the first year diesel emission regulations mandated by the California Environmental Protection Agency.

## **2008-09 Objectives**

1. To work toward minimizing “down-time” and maximizing utilization of the Motor Pool fleet by County departments in order to maintain or minimize expansion of the fleet.
2. To continue the Internal Service Fund equipment replacement program to ensure that construction equipment is replaced in a systematic method that maintains a safe equipment fleet in a cost effective manner.
3. To continue and expand training programs for employees in both the Motor Pool and heavy equipment shops, including certifications and upgrades of shop capabilities through improved test and diagnostic equipment.

<b>1100 - General Fund</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Licenses & Permits	\$68,666	\$80,533	\$73,043	\$76,500	\$76,500	\$3,457
Charges for Services	540,555	495,139	768,049	620,500	632,250	(135,799)
Other Revenues	15,228	3,585	3,114	0	0	(3,114)
Roads Fund Support	396,004	572,735	510,501	1,035,895	1,035,895	525,394
<b>General Fund Support</b>	<b>52,829</b>	<b>82,893</b>	<b>32,522</b>	<b>232,773</b>	<b>218,917</b>	<b>186,395</b>
<b>Total Revenues</b>	<b>\$1,073,282</b>	<b>\$1,234,885</b>	<b>\$1,387,229</b>	<b>\$1,965,668</b>	<b>\$1,963,562</b>	<b>\$576,333</b>
<b>Expenditures</b>						
Salaries & Benefits	\$689,095	\$647,407	\$843,088	\$1,129,711	\$1,127,605	\$284,517
Supplies & Services	122,450	64,136	118,031	58,569	58,569	(59,462)
Other Charges	261,237	518,023	406,724	761,588	761,588	354,864
Fixed Assets	0	5,320	19,386	15,800	15,800	(3,586)
<b>Total Expenditures</b>	<b>\$1,072,782</b>	<b>\$1,234,886</b>	<b>\$1,387,229</b>	<b>\$1,965,668</b>	<b>\$1,963,562</b>	<b>\$576,333</b>
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Allocated Positions	11.00	12.00	14.00	14.00	14.00	0.00
Temporary (FTE)	0.28	0.50	0.00	0.50	0.50	0.50
<b>Total Staffing</b>	<b>11.28</b>	<b>12.50</b>	<b>14.00</b>	<b>14.50</b>	<b>14.50</b>	<b>0.50</b>

### **Purpose**

Land Use ensures that proposed development projects will not adversely affect the operation and maintenance of County maintained facilities, including but not limited to roads, drainage systems, parks, public access trails, and airports. The Division establishes requirements to ensure that new development has road and drainage facilities that are appropriate for the proposed use as well as the ultimate build-out of an area.

The Division also fulfills the duties of the County Surveyor. The checking and approval of subdivision maps and Records of Survey are mandated by Humboldt County Code, Subdivision Map Act, and Land Surveyors Act.

This budget grouping includes two budget units: General Fund Land Use (1100-166) and Roads Fund Land Use (1200-322).

### **Major Budget Changes**

The FY 2008-09 budget proposal includes increases for salary and benefit cost increases, and a large increase in the cost of acquiring rights-of-way for roads construction projects. These increases are offset by decreases in expenditure for professional and special services. A large part of the FY 2007-08 budget for professional services was a one-time appropriation for a traffic impact fee study.

Fixed asset purchases for FY 2008-09 are for survey equipment.

### **Program Discussion**

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

#### **1100-166 Public Works Land Use**

Referrals are sent from the Community Development Services Department to the Department of Public Works pertaining to proposed projects that may affect facilities maintained by the Department. These referrals generally result from development projects, such as residential subdivisions, apartment complexes, and shopping centers with roads, drainage and associated improvements. The purpose of this budget unit is to ensure that these projects are designed and built to meet applicable County policies and codes as well as State and Federal requirements. Total adopted expenditures for this budget unit are \$601,167.

**1200-322 Roads Land Use**

The purpose of the budget unit is to provide survey and right of way services that meet State and Federal regulations, specifically the State of California Streets and Highways Code. This unit also insures that activities by non-County entities within the public maintained road system do not negatively impact infrastructure or users. Total adopted expenditures for this budget unit are \$1,362,395.

**2007-08 Accomplishments**

1. Began implementing the first phase of an internal reorganization to meet the needs of the work flow.
2. Continued to work with the Community Development Services Department to develop an interdepartmental project tracking system.
3. Continued to update avigation easements, over-flight easements, and deed notices.
4. Provided survey and right-of-way services for road improvements, culvert replacements, levee maintenance, airports, parks and numerous storm damage projects.
5. Continued a time study to analyze the cost of providing services for development projects.

**2008-09 Objectives**

1. To continue the process of reviewing and updating Land Use Division standards and policies that apply to development projects.
2. To implement Phase 2 of the reorganization of the Division.
3. To continue to provide survey and right of way services for various projects within the time frame and budget programmed by the Engineering and Maintenance divisions.
4. To continue to update the fee schedule to ensure accurate fees for services provided.
5. To work with the Community Development Services Department in the update of the circulation element of the General Plan.
6. To work with the Aviation Division and the Community Development Services Department in the update of the Airport Safety component of the General Plan.



<b>1100 - General Fund</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Taxes	\$0	\$65,000	\$0	\$0	\$0	\$0
Licenses & Permits	652	257	300	200	200	(100)
Use of Money & Property	1,504	3,559	1,975	2,000	2,000	25
Other Gov't'l Agencies	35,590	15,332	122,068	0	0	(122,068)
Charges for Services	341,028	378,787	531,893	391,400	406,120	(125,773)
Other Revenues	8,990	21,907	2,037	10,750	10,750	8,713
(To)/From Non-GF Fund Balance	43,484	16,382	4,104	0	0	(4,104)
<b>General Fund Support</b>	<b>145,445</b>	<b>233,205</b>	<b>123,222</b>	<b>338,457</b>	<b>277,699</b>	<b>154,477</b>
<b>Total Revenues</b>	<b>\$576,694</b>	<b>\$734,429</b>	<b>\$785,599</b>	<b>\$742,807</b>	<b>\$696,769</b>	<b>(\$88,830)</b>
<b>Expenditures</b>						
Salaries & Benefits	\$302,943	\$326,550	\$353,307	\$399,159	\$385,181	\$31,874
Supplies & Services	156,513	204,293	230,022	270,774	238,714	8,692
Other Charges	65,109	187,512	78,622	72,874	72,874	(5,748)
Fixed Assets	52,129	16,074	123,648	0	0	(123,648)
<b>Total Expenditures</b>	<b>\$576,694</b>	<b>\$734,429</b>	<b>\$785,599</b>	<b>\$742,807</b>	<b>\$696,769</b>	<b>(\$88,830)</b>
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Allocated Positions	5.00	6.00	6.00	6.00	6.00	0.00
Temporary (FTE)	2.00	1.30	1.00	1.69	1.30	0.30
<b>Total Staffing</b>	<b>7.00</b>	<b>7.30</b>	<b>7.00</b>	<b>7.69</b>	<b>7.30</b>	<b>0.30</b>

**Purpose**

The Parks and Trails budget grouping provides for the operation, maintenance, management, and planning for the county park system which includes parks, trails, and recreational areas. With a combined total acreage of 478 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).

**Major Budget Changes**

The Bicycles & Trailways budget is projected to decrease by \$50,000 due to completion of the Hammond Trail project, and the main Parks budget is projected to decrease by more than \$300,000 due to completion of various grant-funded park improvement projects.

The adopted budget includes increases for employee salaries and benefits, but is otherwise substantially similar to the adopted budget for FY 2007-08.

**Program Discussion**

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

The Parks Division is responsible for the ongoing operation and maintenance of the County park system. Maintenance duties include groundskeeping, repairing facilities (buildings, parking areas, fences, boat ramps, utilities, picnic tables, and signs), stocking supplies, and providing waste and wastewater services. Parks staff interacts regularly with the public by providing information on park facilities and regulations, collecting fees, responding to ordinance infractions and other incidents, issuing tickets for vehicle-related infractions, and coordinating with law enforcement and other agencies. The Parks Division permits and administers special events held at park facilities and coordinates with federal and state agencies and local groups on resource management issues.

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

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

This budget unit funds work on County parks and recreational areas. The adopted expenditure budget is \$629,769, which is offset by \$351,870 in revenues for a net General Fund impact of \$277,699.

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

This budget unit funds work on County trails. Total adopted expenditures are \$67,000.

## **Unfunded Supplemental/Restoration Funding Requests**

The Parks Division has been given responsibility for maintenance of new and expanding facilities (such as Hammond Trail, Pedrazzini Boat Ramp, Fairhaven T and Power Pole North Spit coastal access points, and Fields Landing Boat Ramp). Facility use increases substantially between spring and fall, and current park caretaker staff is over-extended to provide minimum coverage for regular day-to-day operations and maintenance. A supplemental request included a 30% increase for extra help hours to support the

permanent caretaker staff during the high-use period as well as a 15% increase for services and supplies. The County parks and recreation system continues to have a significant backlog of deferred maintenance (fencing, signs, plumbing and electrical, other facilities) and the budget for services and supplies has not been increased for several years. Due to the General Fund budget situation, this request was not funded.

## **2007-08 Accomplishments**

1. Completed construction of a concrete boat ramp with grant funding from the California Department of Boating and Waterways at Pedrazzini County Park.
2. Completed campsite rehabilitation and installed animal proof trash containers at Clam Beach and Samoa County Parks, with grant funding from the 2000 Park Bond Act.
3. Completed the “Hole in the Hammond” segment of the Hammond Trail, linking Mad River Beach and Clam Beach.
4. Hired a new Park Caretaker and Sheriff Beach Deputy for management and enforcement issues at Clam Beach and Moonstone County Parks.
5. Received funding from the California Department of Boating and Waterways and have begun designing

expanded parking facilities, a new restroom and security lighting at Fields Landing County Park.

**2008-09 Objectives**

1. To secure funding for the development of a modular or mobile-home site at Clam Beach County Park to accommodate the on-site residence of the Park Caretaker.
2. To develop a project list and begin construction of projects funded with 2002 Per Capita Park Bond grant monies. This will be brought back to the Board of Supervisors as a supplemental budget when projects are identified.
3. To construct a new fish ladder, improve streamside access and riparian habitat, and install interpretive panels at Freshwater Park. This project has been funded through the California River and Parkways Program in FY 2007-08.
4. To work with the new Clam Beach Park caretaker and Beach Deputy to improve signage, monitor safe vehicle access to the beach and develop educational information regarding the endangered Snowy Plover to minimize user conflict.
5. To work with volunteer groups to assist with simple improvements, beautification and community policing of the Hammond Trail.

<b>1200 - Roads Fund</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Taxes	\$2,800,912	\$3,427,462	\$3,362,697	\$3,391,719	\$3,391,719	\$29,022
Licenses & Permits	0	80,533	73,043	0	0	(73,043)
Use of Money & Property	11,164	23,580	91,249	25,000	25,000	(66,249)
Other Gov't Agencies	10,759,727	11,823,508	22,466,378	33,495,623	33,704,623	11,238,245
Charges for Services	643,939	805,272	1,104,706	694,500	694,500	(410,206)
Other Revenues	166,586	81,797	88,711	615,600	15,600	(73,111)
(To)/From Non-GF Fund Balance	2,625,163	(3,915,600)	(3,015,635)	4,005,099	4,005,099	7,020,734
<b>Total Revenues</b>	<b>\$17,007,492</b>	<b>\$12,326,551</b>	<b>\$24,171,149</b>	<b>\$42,227,541</b>	<b>\$41,836,541</b>	<b>\$17,665,392</b>
<b>Expenditures</b>						
Contracts	\$3,125,935	\$481,376	\$8,326,706	\$0	\$0	(\$8,326,706)
Salaries & Benefits	4,858,204	5,776,967	6,031,811	7,159,797	7,159,797	1,127,986
Supplies & Services	8,758,492	5,452,958	9,202,469	34,833,778	34,442,778	25,240,309
Other Charges	211,301	575,362	496,413	152,566	152,566	(343,847)
Fixed Assets	53,561	39,887	113,750	81,400	81,400	(32,350)
<b>Total Expenditures</b>	<b>\$17,007,492</b>	<b>\$12,326,551</b>	<b>\$24,171,149</b>	<b>\$42,227,541</b>	<b>\$41,836,541</b>	<b>\$17,665,392</b>
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Allocated Positions	111.00	111.00	112.00	112.00	112.00	0.00
Temporary (FTE)	2.92	3.69	3.50	6.51	6.51	3.01
<b>Total Staffing</b>	<b>113.92</b>	<b>114.69</b>	<b>114.69</b>	<b>118.51</b>	<b>118.51</b>	<b>3.01</b>

## Purpose

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

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

## Major Budget Changes

The adopted budget for Roads includes the increases for salary and benefits common across County departments. The biggest change from FY 2007-08 to FY 2008-09, however, is in the funding for major road construction projects. The Roads Fund anticipates receiving substantial increases in revenue from the State, particularly for Proposition 42 and Proposition 1B projects. The budget also includes new money for repair of the Martins Ferry bridge over the Klamath River.

These new revenues translate into increased expenditure appropriations proposed for the services and supplies category. Funding for construction is initially budgeted in professional and special services, and will be moved to individual contract line items once contracts have been awarded by the Board of Supervisors.

Fixed assets purchases include a replacement computer, a flat-car bridge, a snow plow, a trailer lift, a generator, and various equipment.

## Program Discussion

The Roads budget group provides 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.

Revenue sources remain unstable in FY 2008-09. There is no federal reauthorization of Secure Rural Schools and Roads funding, which provided approximately \$900,000 annually up through FY 2007-08. Gas tax funds were withheld by the State for four months of FY 2007-08, but are anticipated to be retroactively released in September of FY 2008-09.

Proposition 42 funds, which were not appropriated in FY 2007-08 are projected at \$2.4 million in FY 2008-09. The initial allocation of the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Proposition 1B), passed by voters in the November 2006 election, is expected to be received in FY 2007-08 with projects, as approved by the Board of Supervisors, slated for completion in FY 2008-09.

## **1200-320 Roads Business**

This budget unit provides administrative, clerical and accounting support for the Public Works Department. No major changes are expected in this budget unit. The baseline expenditure budget is adopted at \$892,554.

## **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 baseline expenditure budget proposal is

\$29,126,480, which includes a lengthy list of projects to be constructed in the coming fiscal year.

## **1200-325 Roads Maintenance**

The Road Maintenance and Construction budget maintains safe roads for the citizens of Humboldt County and responds to disasters. The baseline expenditure budget adopted for FY 2008-09 is \$10,480,555.

## **1200-331 Roads Natural Resources**

Natural Resources supports the Public Works Department's commitment to practice environmental stewardship and maintain compliance with applicable state and federal regulations for natural and cultural resources. No major changes are expected in this budget unit. The adopted expenditure budget for FY 2008-09 is \$327,952.

## **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. Major changes include loss of \$900,000 in Secure Rural Schools and Roads funding, as well as increases that include a \$2.4 million appropriation for Proposition 42 funds and retroactive release of gas tax funds withheld in FY 2007-08. Total revenues for FY 2008-09 are estimated at \$12,268,296.

### 1200-990 Roads Contingency

This budget unit serves as an additional appropriation from which funds can be transferred to operating units for needs not anticipated at the time of budget adoption. This appropriation is adopted at \$800,000, which represents a \$300,000 increase over previous years.

### 2007-08 Accomplishments

1. Completed 25 miles of chip seals, including a cooperative project on Bald Hills Road with cost-sharing from the Yurok Tribe.
2. Completed a cooperative project on Chemise Mountain Road and Kings Peak in Southern Humboldt with a cost-share grant from Mattole Restoration Committee.
3. Became a full sponsor of the California Department of Forestry and Fire Protection (CalFire) High Rock Camp for removal of roadside brush.
4. Functioned as the lead agency for the emergency opening of Martins Ferry Bridge, a project involving the Hoopa and Yurok Tribes, as well as the Office of Emergency Services and the Bureau of Indian Affairs.
5. Assisted the Water Management Division with operation and maintenance activities at Redwood Creek levee.

6. Completed installation of over 3,600 feet of sidewalk in McKinleyville and Cutten.
7. Completed two fish barrier culvert replacement projects.
8. Designed, permitted and assisted in the construction of the Hammond Trail connection from Murray Road to Letz Avenue.
9. Brought to construction numerous State Transportation Improvement Program projects including road overlays and restriping for Sutter Avenue, McKinleyville Avenue, Hiller Road, Walnut Drive, Tompkins Hill Road, Washington Street and Central Avenue.

### 2008-09 Objectives

1. To chip seal 30 miles of road.
2. To implement the Bridge Maintenance Program as funding becomes available.
3. To enhance the CalFire vegetation maintenance role countywide.
4. To make substantial progress toward this budget year's ambitious construction project listing which includes over 70 road, bridge, bicycle lane and fish passage projects.



<b>1100 - General Fund</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Taxes	\$249,330	\$230,677	\$245,947	\$260,000	\$260,000	\$14,053
Charges for Services	133,967	105,514	81,876	140,000	140,000	58,124
<b>General Fund Support</b>	<b>(59,339)</b>	<b>16,014</b>	<b>279,829</b>	<b>10,025</b>	<b>0</b>	<b>(279,829)</b>
<b>Total Revenues</b>	<b>\$323,959</b>	<b>\$352,206</b>	<b>\$607,652</b>	<b>\$410,025</b>	<b>\$400,000</b>	<b>(\$207,652)</b>
<b>Expenditures</b>						
Supplies & Services	\$272,450	\$272,726	\$480,344	\$285,739	\$285,739	(\$194,605)
Other Charges	51,508	79,479	127,308	124,286	114,261	(13,047)
<b>Total Expenditures</b>	<b>\$323,959</b>	<b>\$352,206</b>	<b>\$607,652</b>	<b>\$410,025</b>	<b>\$400,000</b>	<b>(\$207,652)</b>
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Allocated Positions	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
<b>Total Staffing</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## **Purpose**

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

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

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

## **Major Budget Changes**

The most significant change in this budget unit for FY 2008-09 is a dramatic increase in A-87 costs. Over the past three years, new effort has gone into updating solid waste contracts. The personnel expenditures for this effort are in other budget units and are charged back to Solid Waste through the A-87 cost plan, resulting in this increased expenditure. Per Board-adopted goals, staff is recommending an expenditure budget for Solid Waste that is fully covered by revenue and requires no General Fund contribution.

## **Program Discussion**

The purpose of this budget unit is to provide administration and funding for franchise contracts and container site contracts with private companies to perform solid waste and recycling collection services in the unincorporated areas of the County. It also provides for continued maintenance and testing of the closed Table Bluff Landfill.

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

## **2007-08 Accomplishments**

1. Completed comprehensive analysis of waste collection system.
2. Developed standardized contract language for franchise areas.
3. Evaluated options for container sites.
4. Closed Shively container site.
5. Began negotiations with Eel River Disposal for extension of collection contract.

**2008-09 Objectives**

1. To develop contract with Yurok Tribe for operations of Weitchpec container site.
2. To move forward with separation of operations and hauling for container sites with local service districts or non-profits.
3. To enter into agreement with franchised hauler for contract extension in the Ferndale area franchise.
4. To work with the Humboldt Waste Management Authority for special waste collections in rural areas (i.e., tires and electronic items).
5. To increase the amount of recycling in the franchise collection areas.
6. To begin negotiations for contract extensions on franchises expiring in 2009.



**Transportation Services (1150 910)**

Thomas K. Mattson, Public Works Director

<b>1150 - Transportation Services Fund</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Taxes	\$1,119,514	\$1,184,721	\$1,402,293	\$1,563,962	\$1,563,962	\$161,669
(To)/From Non-GF Fund Balance	(39,202)	0	(65,000)	0	0	65,000
<b>Total Revenues</b>	<b>\$1,080,312</b>	<b>\$1,184,721</b>	<b>\$1,337,293</b>	<b>\$1,563,962</b>	<b>\$1,563,962</b>	<b>\$226,669</b>
<b>Expenditures</b>						
Other Charges	\$1,080,312	\$1,184,721	\$1,337,293	\$1,563,962	\$1,563,962	\$226,669
<b>Total Expenditures</b>	<b>\$1,080,312</b>	<b>\$1,184,721</b>	<b>\$1,337,293</b>	<b>\$1,563,962</b>	<b>\$1,563,962</b>	<b>\$226,669</b>
<hr/>						
Allocated Positions	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
<b>Total Staffing</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## **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.

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

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.

## **Major Budget Changes**

The major change to this budget unit is an increase in TDA exchange funding per the Humboldt County Association of Governments.

## **Program Discussion**

Transportation Development Act funding for FY 2008-09 is estimated at a zero increase over the current year, based on flat sales tax receipts statewide. However, the Transportation Services budget will increase slightly due to exchange of TDA funds for other transportation funding from the Humboldt County Association of Governments.

## **2007-08 Accomplishments**

1. Administered and monitored transit programs as authorized by the Board of Supervisors.
2. Provided funding to Parks for maintenance and operation of the Hammond Trail.

## **2008-09 Objectives**

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

<b>1100 - General Fund</b>	<b>2005-06 Actual</b>	<b>2006-07 Actual</b>	<b>2007-08 Actual</b>	<b>2008-09 Request</b>	<b>2008-09 Adopted</b>	<b>Increase/ (Decrease)</b>
<b>Revenues</b>						
Other Gov't Agencies	\$0	\$0	\$158,617	\$0	\$0	(\$158,617)
Charges for Services	0	0	18,263	19,000	19,000	737
Other Revenues	50,000	330	100,004	0	0	(100,004)
<b>General Fund Support</b>	<b>37,161</b>	<b>149,989</b>	<b>256,179</b>	<b>267,407</b>	<b>267,407</b>	<b>117,418</b>
<b>Total Revenues</b>	<b>\$87,161</b>	<b>\$150,319</b>	<b>\$533,063</b>	<b>\$286,407</b>	<b>\$286,407</b>	<b>(\$140,466)</b>
<b>Expenditures</b>						
Salaries & Benefits	\$0	\$0	\$22,356	\$61,207	\$61,207	\$38,851
Supplies & Services	14,313	34,663	124,291	114,200	114,200	(10,091)
Other Charges	72,849	115,655	386,416	111,000	111,000	(275,416)
<b>Total Expenditures</b>	<b>\$87,161</b>	<b>\$150,319</b>	<b>\$533,063</b>	<b>\$286,407</b>	<b>\$286,407</b>	<b>(\$246,656)</b>
<hr/>						
Allocated Positions	0.00	0.00	1.00	1.00	1.00	0.00
Temporary (FTE)	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Staffing</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>

## **Purpose**

Water Management's purpose is to plan and implement projects which have a direct connection between County infrastructure and water resources. Water Management projects include levee maintenance, storm water management, habitat restoration, flood alleviation, and flood damage repair.

The Water Management budget unit funds operation and maintenance of the flood control levees and associated systems in Orick (Redwood Creek), Fortuna (Sandy Prairie), and Blue Lake (Mad River), and the storm water management programs for McKinleyville and Shelter Cove. The County is responsible for implementing long-term, ongoing maintenance programs at the three levee systems to ensure adequate flood conveyance capacities for the protection of private investment and public structures. The County is responsible for developing programs in conformance with State regulations to reduce the discharge of pollutants to storm drainage systems and receiving waters in McKinleyville because the unincorporated community is considered an urbanized area and in Shelter Cove because storm water is discharged to an Area of Special Biological Significance.

## **Major Budget Changes**

The adopted budget appears to be a decrease from current-year funding. However, this is because FY 2007-08 included significant one-time funding to address erosion problems at the Mad River Bluffs area in McKinleyville. In fact, the budget

for FY 2008-09 includes a new \$75,800 General Fund allocation for increasing staff efforts toward levee maintenance and administration in the Redwood Creek area.

## **Program Discussion**

The Water Management program provides funding for maintenance activities at the Redwood Creek levee system based on the Operation and Maintenance Manual developed by the U.S. Army Corps of Engineers. The primary elements of the maintenance program are gravel extraction, vegetation removal, inspections, and repairs.

Maintenance activities at the Redwood Creek levee system are subject to conditions contained within four environmental permits which were established to protect habitat quality within the flood control channel. Costs are associated with planning, surveying, engineering, stockpile sites, equipment, personnel, trucking, inspections, and environmental compliance.

In March 2008, the Redwood Creek levee system was disqualified from a federal levee rehabilitation assistance program due to insufficient maintenance. The effort needed to address and resolve this issue is unknown at this time.

Water Management is working in a lead role on the Salt River Ecosystem Restoration Project, one of the largest restoration projects in Humboldt County.

Water Management is working to implement an emergency stabilization project on the bluff of the Mad River near

McKinleyville with funding from U.S. Department of Agriculture-Natural Resources Conservation Service, the Governor's Office of Emergency Services (OES), and affected landowners.

The Water Management budget provides funding for inspection and maintenance activities at the Sandy Prairie and Mad River flood control systems. These systems require periodic vegetation removal but no gravel removal.

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

### **2007-08 Accomplishments**

1. Extracted over 26,000 cubic yards of gravel from the Redwood Creek levee system. Applied vegetation management prescriptions in high-priority areas with newly approved techniques (mechanical removal). Performed planning, design, and monitoring activities in accordance with the environmental permits.
2. Led the planning and design for the Salt River Ecosystem Restoration Project.
3. Continued implementation of the McKinleyville storm water management plan.

### **2007-08 Objectives**

1. To implement an aggressive maintenance program to address accumulated gravel and vegetation growth at the Redwood Creek levee system.
2. To perform regular inspections and maintenance of the Sandy Prairie and Blue Lake levee systems.
3. To work with the U.S. Army Corps of Engineers, Federal Emergency Management Agency, OES, State Department of Water Resources, and affected communities to define the process for addressing levee safety concerns.
4. To complete the project design, Environmental Impact Report, and applicable permit applications for the Salt River Restoration Ecosystem Project to allow initiation of construction in April 2009.
5. To complete implementation of the emergency bank stabilization project for the Mad River bluff in McKinleyville by November 2008.
6. To continue implementation of stormwater programs in McKinleyville and Shelter Cove.