



1

Board Expectations of a County Administrator

- Follow-Through
- Work with Supervisors on County Projects
- CAO Identifies Process (*for BOS direction provided or priorities*)
- Provide Relevant Information to BOS Members
- Provide Board Feedback, Prep Board for Meetings, Initiatives in Place
- Implement/Coordinate Conduct
- Support District Supervisors and Their Priorities
- Coordinate with Elected Officials (*Dept. Heads*) - "No Surprises"
- Speaking Up
- Clear Communication
- Assisting with Complexities of Governance (with BOS)
- Human Resources
- Budget

2

Department Head Expectations of the County Administrator

- Human Resources (effectiveness)
- Budget (coordination)
- Policy Follow-Through
- Strategic Planning
- Intergovernmental Relations
- Board meetings
- Department Liaison (for the BOS)
- Honesty / Transparency
- Trust
- Legislative Analysis

3

INFRASTRUCTURE

STRATEGIC PRIORITY	ACTION ITEM	LEAD	TIME FRAME
Improve Water Capacity for fire suppression	Complete a water capacity study	Special Districts, County Administration	6 months
	Determine water needs for buildout of Regional Housing Needs Assessment	Community Development and County Administration	6 months
Repair County Roads	Develop a report with recommendations for approval for the Board of Supervisors that identifies roads to repair, methods of repair (chip seal, overlay, etc.), costs and funding streams needed.	Public Works	6 Months
	Maximize grant opportunities for road repair	Public Works	6 months
Determine Community Support for Road funding	Survey county residents to determine interest of a potential revenue measure for road funding	County Administration / Public Works	Fall 2025
Development of Pedestrian Safety	Explore opportunities and funding sources in specific areas to improve safe pedestrian accessible walkways	Public Works	Ongoing

4

ECONOMIC DEVELOPMENT

STRATEGIC PRIORITY	ACTION ITEM(S)	LEAD	TIME FRAME
Enhance Tourism Opportunities	Bring additional visitors to Lake County through enhanced marketing efforts through identification of a set of strategies developed alongside business community partners, and subsequently approved by the Board of Supervisors for implementation	County Administration	12 months
Enhance Broadband Infrastructure	Complete necessary background work and identify next steps to deploy broadband in underserved areas	Economic Development / County Administration	12-36 months