

# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1011 – Board of Supervisors

### DEPARTMENT OVERVIEW

The five-member Board of Supervisors (BOS) serves as executive and legislative governing body for the County of Lake, pursuant to State law. The Board establishes County priorities and operating policies, adopts ordinances and ensures mandated functions are properly discharged. The Board directs financial resources through adoption of the annual County budget, selects non-elected County department heads, makes important land use decisions and provides an informed framework to prepare for the County's future. Board Members concurrently serve as Directors of numerous Special Districts and entities.

This is a General Fund budget unit, financed by general discretionary revenues. Requested appropriations are needed to maintain normal operations in the Board's office and provide for Board travel to various meetings and conferences.

### ACCOMPLISHMENTS IN FY 2017-18

- Contributed to Community Visioning Process, resulting in the Vision 2028 priority statement, a ten-year plan for the future of Lake County
- Provided full recovery support to the City of Clearlake, helping County residents in the aftermath of the Sulphur Fire

### GOALS IN FY 2018-19

Implementing "Vision 2028: Reimagining Lake County"

- Consider and promote the well-being and economic resilience of every Lake County resident
- Maintain a transparent County government that is responsive, efficient, effective and fair
- Continue rebuilding and all efforts to recover from our recent disasters
- Enhance Public Safety and clean up our neighborhoods through Code Enforcement
  - Grow our economy and spur creation of quality local jobs:
  - Focused Economic Development
  - Clean up our neighborhoods through Code Enforcement
  - Foster a business-friendly environment
  - Pursue funding to strengthen communities
  - Market Lake County as a premier California outdoor recreation destination
  - Advocate for Lake County's needs through targeted political action
- Improve our infrastructure:
  - Roads and transportation
  - Internet access for all

# COUNTY ADMINISTRATIVE OFFICE

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BU 1011 – Board of Supervisors

- Support the County workforce, through targeted training, retention and recruitment initiatives
- Collaborate with Tribes, Cities and community groups to maximize opportunities
- Care for our County's defining feature: Clear Lake
- Invest in Lake County's richest resource: our People
  - Provide pathways for Lake County's children to invest in their future and their community's
  - Encourage volunteerism, service and action toward the common good
  - Recognize the wisdom and experience of Senior Citizens and serve them well

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 52-60 State Taxes/Motor Vehicle In Lieu – VLF Collection In Excess

### **Services & Supplies**

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Acct. 12-00 Communications – Telephones, Cell Phone/PDA stipends

Acct. 28-30 Special Departmental Exp/Supplies & Services – Employee service awards; plaques, certificates

Acct. 29-50 Transportation & Travel – Mileage reimbursements, travel for meetings, conferences, training,  
two new Supervisors FY 18-19

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Memberships and Videographer shifted to BU 1012.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 1011 - Board of Supervisors Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

52-60 Motor Vehicle In Lieu	24,180	28,533	23,000	23,000
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**MISCELLANEOUS**

79-90 Miscellaneous	0	0	0	0
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<b>Revenue - Total</b>	<b>24,180</b>	<b>28,533</b>	<b>23,000</b>	<b>23,000</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	321,310	320,965	320,965	320,965
01-12 Extra Help	3,805	0	0	0
02-21 FICA	22,705	23,200	24,806	24,806
02-22 PERS	38,004	41,140	45,263	45,263
03-30 Health/Life	32,989	29,009	29,009	29,009
03-31 Unemployment	803	808	2,247	2,247
03-32 Opt Out	1,200	2,400	2,400	2,400
04-00 Worker's Compensation	975	859	844	844

**SERVICES AND SUPPLIES**

12-00 Communications	2,673	2,057	5,100	5,100
15-12 Public Liability	2,589	2,702	2,217	2,217
15-13 Fire & Allied Cvrgrs	86	93	102	102
17-00 Maintenance-Equipment	0	0	500	500
20-00 Memberships	7,763	0	0	0
22-70 Supplies	953	149	3,000	3,000
22-71 Postage	68	13	500	500
22-72 Books & Periodicals	0	0	100	100
28-30 Supplies & Services	3,143	1,326	3,500	3,500
29-50 Transportation & Travel	8,238	4,867	11,000	11,000
29-51 Cent. Gar.-Pool Mlg ONLY	0	0	500	500
38-00 Inventory Items	79	0	5,578	5,578

<b>Expenditures - Total</b>	<b>447,382</b>	<b>429,588</b>	<b>457,631</b>	<b>457,631</b>
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<b>Net Cost</b>	<b>423,201</b>	<b>401,055</b>	<b>434,631</b>	<b>434,631</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1012 – County Administrative Office

### DEPARTMENT OVERVIEW

The County Administrative Office performs general administration and management of County government functions, under the direction of the Board of Supervisors (BOS). The County Administrative Officer also serves as Clerk of the Board of Supervisors and the County Purchasing Agent. The Office is responsible for direct administration of 20 individual budget units, covering a wide range of County government functions including CDBG grants, Economic Development, the Public Defender program, geothermal resource royalties, Grand Jury, the Domestic Violence Prevention Program, Trial Court Funding, and other important functions of County government.

One of the primary functions of the CAO is to oversee preparation, adoption and administration of the annual County budget, which serves as the driver for virtually all services provided by County government. The CAO serves as the Chief of Staff to the Board of Supervisors, assisting the Board in implementing, administering and monitoring Board policies and directives. The CAO provides support and leadership to the 24 other County Department Heads. The CAO interacts with the County's State and federal legislators, and numerous State and federal agencies, on matters of significance to Lake County residents.

### ACCOMPLISHMENTS IN FY 2017-18

- Hosted public Community Visioning Forums in each Supervisorial District, to engage residents in realizing a brighter future
- Gathered feedback from constituents who were unable to attend a Forum in person through email, a survey and phone poll
- Drafted "Vision 2028: Reimagining Lake County," a ten-year plan combining Board goals and priorities expressed by the public
- Implemented leadership development training
- Developed and implemented new budgeting procedure
- Sold Holiday Harbor and the Lucerne Visitor Information Center
- Initiated a Comprehensive Classification and Total Compensation Study, to re-establish a baseline for collective bargaining in good faith
- Assumed Human Resources, to streamline and improve processes

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1012 – County Administrative Office

## GOALS IN FY 2018-19

- Implement Vision 2028, working with departments and the Board to develop actionable steps in alignment with our ten-year plan
- Continue efforts to stabilize the County budget following disaster and in the face of new financial challenges
- Further efforts to improve employee recruitment and retention
- Convene stakeholders and plan for future acceptance of credit card payments

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 42-10 Rents & Concessions – Rents & Concessions

### Services & Supplies

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Acct. 12-00 Communications – Telephones, fax machine, cell phone stipends

Acct. 23-80 Professional & Specialized Svcs – Labor Negotiation services, Classification and Total Compensation Study

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Added Deputy County Administrative Officer-Administrative Projects and Grants.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1012 - Administrative Office Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-10 Rents & Concessions	5,292	4,946	5,000	5,000
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**CHARGES FOR SERVICES**

69-20 Other	11	12	0	0
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**MISCELLANEOUS**

79-90 Miscellaneous	27,065	2,726	0	0
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<b>Revenue - Total</b>	<b>32,368</b>	<b>7,683</b>	<b>5,000</b>	<b>5,000</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	493,369	608,352	671,578	671,578
01-12 Extra Help	36,581	31,331	31,565	31,565
01-13 OT, Holiday, Stby	1,700	737	0	0
01-14 Other, Term	24,518	13,575	13,869	13,869
02-21 FICA	38,281	44,934	51,548	51,548
02-22 PERS	72,842	97,791	120,770	120,770
03-30 Health/Life	62,336	87,438	95,645	95,645
03-31 Unemployment	1,340	1,817	4,998	4,998
03-32 Opt Out	2,752	2,400	2,400	2,400
04-00 Worker's Compensation	1,366	1,203	1,435	1,435

**SERVICES AND SUPPLIES**

12-00 Communications	3,498	3,950	4,000	4,000
15-10 Other	0	0	8,900	8,900
15-12 Public Liability	2,678	2,424	2,166	2,166
15-13 Fire & Allied Cvrsgs	396	428	469	469
17-00 Maintenance-Equipment	298	927	900	900
18-00 Maint-Bldgs & Imprvmts	0	10,072	0	0
20-00 Memberships	786	8,783	9,336	9,336
22-70 Supplies	5,372	8,690	8,000	8,000
22-71 Postage	305	373	500	500
22-72 Books & Periodicals	43	0	150	150
23-80 Professional & Specialize	63,447	90,665	143,676	143,676
24-00 Publications & Legal Ntcs	113	1,962	1,500	1,500
28-30 Supplies & Services	243	1,100	1,500	1,500
29-50 Transportation & Travel	2,801	4,218	3,500	3,500
29-51 Cent. Gar.-Pool Mlg ONLY	400	17	500	500
38-00 Inventory Items	12,750	5,576	2,500	2,500

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(84,166)	(152,185)	(126,693)	(126,693)
80-81 Intrafund Reimbursements	(121,500)	(158,606)	(130,144)	(130,144)
<b>Expenditures - Total</b>	<b>622,549</b>	<b>717,971</b>	<b>924,568</b>	<b>924,568</b>

<b>Net Cost</b>	<b>590,181</b>	<b>710,287</b>	<b>919,568</b>	<b>919,568</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1014 – Clerk of the Board of Supervisors

### DEPARTMENT OVERVIEW

The Clerk of the Board is a statutory office, with several statutory duties. The Clerk maintains the official records of the Board of Supervisors (BOS), prepares the Board's agenda, takes minutes at each Board meeting, maintains the County Ordinance Code, publishes legal notices mandated for many types of Board hearings and performs many related duties. The Clerk of the Board assists all County departments and extensively interacts with County staff, other governmental and non-governmental agencies and members of the general public.

The source of funding for this budget unit is General Fund discretionary revenue.

### ACCOMPLISHMENTS IN FY 2017-18

- Published new edition of County Ordinance Code

### GOALS IN FY 2018-19

- Provide professional, courteous and timely service to the BOS, County departments and members of the general public
- Maintain the necessary records for updating the County Ordinance Code with new ordinances passed by the BOS, and keep the online Code current
- Maintain and update the necessary records and information for Advisory Boards, including their membership and meeting dates
- Continue improvements to the County website to create an online presence for the Advisory Boards with their purpose, membership and vacancies
- Maintain and update necessary records for Assessment Appeals, which includes correspondence, scheduling and hearings

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1014 – Clerk of the Board of Supervisors

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 69-20 Other Current Services – Sale of copies of transcripts, DVDs, photocopies, etc  
Acct. 79-90 Other/Miscellaneous – Assessment Appeal filing fee

### **Services & Supplies**

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Acct. 17-00 Legislative and Admin/Maintenance-Equipment – Granicus Agenda Management System

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Services/Supplies budget reduced as the new edition of the County Code was published FY 17-18.



Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 1014 - Clerk to Bd of Supervisor Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

69-20 Other	80	42	50	50
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**MISCELLANEOUS**

79-90 Miscellaneous	3,633	2,090	2,100	2,100
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<b>Revenue - Total</b>	<b>3,713</b>	<b>2,132</b>	<b>2,150</b>	<b>2,150</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	37,452	40,230	42,084	42,084
01-13 OT, Holiday, Stby	0	37	500	500
02-21 FICA	2,830	3,034	3,258	3,258
02-22 PERS	5,540	6,478	7,474	7,474
03-30 Health/Life	9,642	9,648	9,648	9,648
03-31 Unemployment	99	103	295	295
04-00 Worker's Compensation	0	172	169	169

**SERVICES AND SUPPLIES**

12-00 Communications	78	53	50	50
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	103	111	166	166
17-00 Maintenance-Equipment	16,800	16,800	17,200	17,200
20-00 Memberships	450	250	275	275
22-70 Supplies	3,710	3,468	3,200	3,200
22-71 Postage	600	532	500	500
24-00 Publications & Legal Ntcs	877	10	2,300	2,300
28-30 Supplies & Services	4,559	10,310	5,000	5,000
29-50 Transportation & Travel	0	0	145	145
38-00 Inventory Items	0	0	3,500	3,500

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(408)	0	0	0
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<b>Expenditures - Total</b>	<b>84,692</b>	<b>93,367</b>	<b>97,883</b>	<b>97,883</b>
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<b>Net Cost</b>	<b>80,980</b>	<b>91,235</b>	<b>95,733</b>	<b>95,733</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1072 – Cannabis Program (Fund 64)

### DEPARTMENT OVERVIEW

This budget unit was created to capture cannabis revenues that otherwise would be comingled with the General Fund.

The funding for the budget unit comes from development permits, environmental planning permits, and administrative fees related to cannabis activities.

Appropriations in this budget unit are limited to intra-division services which consist of staff salaries and items specifically needed for cannabis activity processing.

### GOALS IN FY 2018-19

- Reimburse all CDD expenses related to cannabis activities
- Reimburse all Treasurer / Tax Collector expenses related to cannabis activities

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	21-10	Development Permits – Fees from cannabis permits
Acct.	66-12	Environmental Planning Fees – Fees from cannabis environmental planning
Acct.	66-45	Cannabis Program Fee – Administrative Fee

#### Services & Supplies

Acct.	23-91	Intra-Division Services – Reimburse departments for cannabis related expenses
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#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This budget was established in March of 2018.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 64 Function Cannabis Fees & Taxation		Budget Unit 1072 - Cannabis Program Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-95 Cannabis	0	267,593	0	500,000
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**PERMITS**

21-10 Development Permits	0	260,782	250,000	250,000
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**CHARGES FOR SERVICES**

66-12 Environment Planning Fees	0	34,390	25,000	25,000
66-45 Cannabis Program Fee	0	60,876	55,000	55,000

<b>Revenue - Total</b>	<b>0</b>	<b>623,641</b>	<b>330,000</b>	<b>830,000</b>
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**SERVICES AND SUPPLIES**

23-91 Intra-Div Services	0	45,149	715,000	1,215,000
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<b>Expenditures - Total</b>	<b>0</b>	<b>45,149</b>	<b>715,000</b>	<b>1,215,000</b>
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<b>Net Cost</b>	<b>0</b>	<b>(578,492)</b>	<b>385,000</b>	<b>385,000</b>
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# COUNTY ADMINISTRATIVE OFFICE

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## BU 1120 – Non-Departmental Revenue

### DEPARTMENT OVERVIEW

No direct services are provided by this budget unit. The purposes of this budget unit are to: 1) account for various general discretionary revenues that cannot be assigned to any specific department of County government; 2) provide for the permanent transfer of money from the General Fund to other funds to provide required matching funds or operating subsidies; and 3) To serve as a revolving loan fund providing for the temporary transfer of money from the General Fund to other funds as interim financing and the consequent repayment of such interim financing.

This budget accounts for various sources of General Fund discretionary revenue and can therefore be allocated for any general County purpose at the discretion of the Board of Supervisors. The most significant source of funding comes from the County's share of property taxes and sales taxes. At this preliminary stage of the budget process, estimating property tax revenues is always a challenge and the actual tax roll values will not be known until the beginning of July; therefore, the estimates reflected herein may be adjusted upward or downward by the time the budget is adopted in early September.

### ACCOMPLISHMENTS IN FY 2017-18

- Created and Funded a Technology Modernization Reserve
- Created and Funded a Pension Stabilization Reserve

### GOALS IN FY 2018-19

- As the single largest source of discretionary funding, constant monitoring of funding receipts is essential to managing cash flow in the County's General Fund

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1120 – Non-Departmental Revenue

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	10-10	Property Taxes/Current Secured
Acct.	10-56	Property Taxes/In Lieu of Vehicle License Fees (VLF)
Acct.	10-60	Other Taxes/Retail Sales & Use Tax

### Services & Supplies

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Acct.	23-80	Professional & Specialized Svcs – Provides for the cost of sales tax audit services and specialized consulting services
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### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The budget reflects a one-time operating transfer to the Library of \$50,000 for general support.

The budget reflects bridge loans of \$750,000 and \$720,000 to provide cash flow in support of the Clearlake Oaks Sidewalk project and the Lampson Runway repaving project.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 1120 - Non Departmental Revenue Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10	Current Secured	14,277,128	14,866,240	14,677,500	14,677,500
10-20	Current Unsecured	319,038	324,865	327,000	327,000
10-25	Supp 813-Current	60,867	214,373	50,000	50,000
10-30	Prior Secured	3,414,924	2,005,249	2,082,500	1,850,000
10-35	Supp 813-Prior	33,121	32,645	33,000	33,000
10-40	Prior Unsecured	11,400	10,834	25,000	25,000
10-55	In Lieu Local Sales&Tax	398,862	0	0	0
10-56	Prop Tax In-Lieu of VLF	6,470,942	6,697,619	6,898,548	6,898,548
10-60	Retail Sales and Use	3,003,138	2,986,236	3,150,000	3,150,000
10-70	Timber Yield	30,404	1,351	1,000	1,000
10-92	Aircraft	12,669	12,765	12,500	12,500
10-93	Property Transfer	497,047	462,271	420,000	420,000

**PERMITS**

21-50	Franchises	647,745	651,610	645,000	645,000
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**FINES, FORFEIT, PENALTIES**

31-95	Penalties & Cost on Delq	498,049	475,899	450,000	450,000
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**USE OF MONEY & PROPERTY**

42-01	Interest	337,064	265,678	600,000	600,000
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**INTERGOVERNMENT REVENUES**

52-90	Other In Lieu	21,442	14,685	11,653	11,653
54-60	HOPTR	175,948	168,733	170,000	170,000
54-70	Disaster Rev Loss Backfil	711,771	0	0	0
54-90	Other	193,000	193,000	193,000	193,000
54-91	Other (SB 90)	23,535	33,096	33,000	33,000
54-99	Sales & Use Tax Reimburse	2,900,456	3,117,835	3,009,437	3,009,437
55-90	In Lieu Taxes	335,657	1,025,468	125,000	125,000
56-30	Other	1,880,442	1,797,489	1,649,780	1,649,780

**CHARGES FOR SERVICES**

66-40	Assess & Tax Collection	473,019	485,473	460,000	110,000
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**MISCELLANEOUS**

79-60	Sale of Fixed Assets	0	0	0	283,000
79-90	Miscellaneous	602,690	697,030	590,000	590,000
79-94	Release of Liens	0	0	0	50,000

**OTHER FINANCING SOURCES**

80-97	Priv Sector Loan Rec	3,833	10,167	0	0
80-99	Subsequent Yr Adv Repay	0	148,551	195,084	195,084
81-22	In	500,000	0	0	0
81-23	Out	(1,893,661)	(4,535,726)	(291,045)	(2,291,045)
<b>Revenue - Total</b>		<b>35,940,532</b>	<b>32,163,436</b>	<b>35,517,957</b>	<b>33,268,457</b>

**SERVICES AND SUPPLIES**

15-10	Other	14,208	0	0	0
23-80	Professional & Specialize	13,841	38,705	82,500	82,500

**OTHER FINANCING USES**

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1120 - Non Departmental Revenue Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5
80-80 Interfund Reimbursements	(2,640)	0	0	0
<b>Expenditures - Total</b>	<b>25,409</b>	<b>38,705</b>	<b>82,500</b>	<b>82,500</b>
<b>Net Cost</b>	<b>(35,915,122)</b>	<b>(32,124,731)</b>	<b>(35,435,457)</b>	<b>(33,185,957)</b>

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 153 Function General Bldg/Infr Reserve		Budget Unit 1120 - Non Departmental Revenue Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	420,000	0	1,470,500	2,470,500
80-93 Advance To Other Fund	1,080,000	0	(1,470,500)	(2,470,500)
80-99 Subsequent Yr Adv Repay	54,277	59,800	255,000	255,000
81-22 In	130,000	0	0	2,000,000
81-23 Out	(290,000)	(1,814,272)	0	(2,000,000)
<b>Revenue - Total</b>	<b>1,394,277</b>	<b>(1,754,472)</b>	<b>255,000</b>	<b>255,000</b>
<b>Net Cost</b>	<b>(1,394,277)</b>	<b>1,754,472</b>	<b>(255,000)</b>	<b>(255,000)</b>



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 154 Function Tech Modernization Resrve		Budget Unit 1120 - Non Departmental Revenue Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**OTHER FINANCING SOURCES**

81-22 In	0	500,000	0	0
<b>Revenue - Total</b>	<b>0</b>	<b>500,000</b>	<b>0</b>	<b>0</b>
<b>Net Cost</b>	<b>0</b>	<b>(500,000)</b>	<b>0</b>	<b>0</b>

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 155 Function Pension Stabilization Res		Budget Unit 1120 - Non Departmental Revenue Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**OTHER FINANCING SOURCES**

81-22 In	0	3,000,000	0	0
<b>Revenue - Total</b>	<b>0</b>	<b>3,000,000</b>	<b>0</b>	<b>0</b>

**SERVICES AND SUPPLIES**

52-10 Contrib to Non-Co GovAgen	0	0	0	3,000,000
<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,000,000</b>
<b>Net Cost</b>	<b>0</b>	<b>(3,000,000)</b>	<b>0</b>	<b>3,000,000</b>

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 156 Function Budget Stabilization Rsrv		Budget Unit 1120 - Non Departmental Revenue Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**OTHER FINANCING SOURCES**

81-22 In	1,677,814	844,213	0	0
81-23 Out	0	(2,400,000)	0	(325,118)
<b>Revenue - Total</b>	<b>1,677,814</b>	<b>(1,555,787)</b>	<b>0</b>	<b>(325,118)</b>
<b>Net Cost</b>	<b>(1,677,814)</b>	<b>1,555,787</b>	<b>0</b>	<b>325,118</b>

# AUDITOR-CONTROLLER/COUNTY CLERK

CATHY SADERLUND, Auditor-Controller/County Clerk



## BU 1121 – Auditor-Controller/County Clerk

### DEPARTMENT OVERVIEW

The Auditor-Controller/County Clerk is a consolidated office of the County Clerk and the Auditor-Controller. The duties and functions of these offices are addressed separately in law.

Functions of the Auditor-Controller include financial reporting, general ledger accounting for all County departments, budgeting, property tax administration and allocation, administration and processing of the County payroll and accounts payable, A-87 Cost Plan development and coordination, annual audit(s) coordination, SB90 claiming, and court settlement distribution for Superior Court/Collections/Probation. Divisions include Payroll, Property Tax, and General Ledger/Financial Reporting. The Auditor-Controller's Office was tasked with the responsibility of coordination, claiming and financial disaster recovery as a result of the multiple fires during the summer of 2015 and this continued with the Clayton Fire in 2016, and the Winter Storms of 2017. The Auditor-Controller provides services to twenty-one independent special districts (fire/water/cemetery), the Lake County Office of Education, LAFCO, the First Five Commission and our local transit agencies. Services provided to those customers include accounting support, budget and general ledger transaction processing.

Functions of the County Clerk include marriage licensing, fictitious business name statement filing, notary oaths, fish and wildlife administrative fees, Form 700 processing, Conflict of Interest Code maintenance and administration, as well as a variety of additional County Clerk filings and duties as required by the County Board of Supervisors and the State of California.

This department is a General Fund department. The net County cost of this department is not reflective of all revenues generated by department services provided. Revenues recorded in BU 1120 are for direct services provided by the Auditor-Controller and include SB 2557 services (shared by Tax Collector and Assessor), and A-87 charges (both charged and uncharged General Fund departments). Those revenues represent 14%, 44% and 22% respectively of Auditor-Controller/County Clerk total budget. The revenue source composition of this budget unit is 26% fees, 66% A-87 costs and 8% unbilled to Independent Special Districts.

### ACCOMPLISHMENTS IN FY 2017-18

- Received an unqualified (clean) opinion on the County Annual Financial Report (CAFR) and was awarded the Government Finance Officers (GFOA) Award for Excellence in Financial Reporting for the CAFR
- Received the State Controller's Office (SCO) Award for the County Annual Financial Transaction Report

# AUDITOR-CONTROLLER/COUNTY CLERK

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CATHY SADERLUND, Auditor-Controller/County Clerk  
BU 1121 – Auditor-Controller/County Clerk

- Updated and expanded the ClerkDocs system for statutory Form 700 filing and Marriage and Fictitious Business Name Statement filings
- Continued to meet statutory and internal deadlines for Property Tax, Payroll, Financial Reporting, Accounts Payable, Clerk and other department responsibilities with significantly reduced staffing resources
- Provided significant fiscal support to evolving cannabis revenue and taxation
- Continued to absorb additional disaster finance responsibilities for another major disaster for Lake County, while continuing progress on disaster coordination and claiming for previous disasters

## GOALS IN FY 2018-19

- Continue to receive GFOA and SCO Awards; implement Governmental Accounting Standards Board Statements No 75, 80, and all others as required
- Complete the review and update of all financial policies for inclusion in the County Board of Supervisors Policies and Procedures Manual
- Continue to meet all statutory deadlines within constraints of staffing resources
- Continue to build a strong team in preparation for the future
- Continue to work progressively in support of the County's fiscal health
- Participate in and support the Technology Modernization Committee recommendations for all finance related systems

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct.	66-40	Charges for Services/ Assessment and Tax Collection – Direct assessments placed on the property tax roll and 1915 bond administration
Acct.	66-50	Charges for Services/ Accounting & Auditing – Services to LAFCO, Transit Agencies, and First Five
Acct.	66-85	Charges for Services/ County Clerk – Fees for marriage licenses, fictitious business name statements, fish and wildlife filings, notary filings and all things County Clerk

### Services & Supplies

Acct.	23-80	Professional & Specialized Svcs – County audit, finance system support, Clerk system support, OPEB and retirement actuarial valuations
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### Capital Assets

None

### Contingencies

None

# AUDITOR-CONTROLLER/COUNTY CLERK

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CATHY SADERLUND, Auditor-Controller/County Clerk  
BU 1121 – Auditor-Controller/County Clerk

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

A significant cost for this budget unit are professional services for the financial systems, audits of the County, required actuarial reports and subject matter expert consultants. Those costs have been contained as much as possible; however, annual reasonable increases cannot be avoided. The professional services funded through this budget unit are necessary for adequate functioning of County finance systems as well as the multitude of statutory requirements that are beyond the control the County.

Per direction from Administration, this budget is in compliance with the stated net County cost requirement.

This budget unit is a service department that operates as cost recovery, as well as being statutorily designated to perform functions necessary for safeguarding the financial standing of the County. When staffing levels, relevant skills and experience are negatively impacted, cost recovery and financial safeguarding are negatively impacted. This has become progressively more difficult to manage with the inability to hire and maintain adequate staffing levels and this coming fiscal year may be a tipping point without additional budget resources to address the staffing and service costs necessary for proper operation.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1121 - Auditor-Controller Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	59,280	59,485	61,775	178,441
66-50 Auditing & Accounting	28,405	27,974	26,405	26,405
66-85 County Clerk	34,030	35,534	37,225	37,225
69-20 Other	883	719	634	634

**MISCELLANEOUS**

79-90 Miscellaneous	0	11,897	0	0
79-99 Donations	0	51	0	0

<b>Revenue - Total</b>	<b>122,598</b>	<b>135,661</b>	<b>126,039</b>	<b>242,705</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	552,027	527,224	658,060	609,060
01-12 Extra Help	13,106	19,594	12,832	12,832
01-13 OT, Holiday, Stby	3,609	4,339	1,826	1,826
01-14 Other, Term	5,407	1,927	0	0
02-21 FICA	42,928	41,306	52,083	48,342
02-22 PERS	81,596	83,432	116,812	108,127
03-30 Health/Life	71,434	61,869	86,822	77,178
03-31 Unemployment	1,488	1,586	3,846	3,504
03-32 Opt Out	4,806	7,228	7,200	7,200
04-00 Worker's Compensation	2,926	2,686	2,967	2,967

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	757	0	0	0
12-00 Communications	3,019	2,306	3,120	3,120
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	435	470	700	700
17-00 Maintenance-Equipment	1,314	2,107	1,800	1,800
20-00 Memberships	1,320	1,241	1,536	1,536
22-70 Supplies	19,389	21,011	22,608	22,608
22-71 Postage	10,568	8,996	12,000	12,000
22-72 Books & Periodicals	620	404	665	665
23-80 Professional & Specialize	157,826	147,430	187,045	187,045
24-00 Publications & Legal Ntcs	0	423	0	0
28-30 Supplies & Services	4,335	9,303	11,205	11,205
29-50 Transportation & Travel	3,464	5,528	12,370	12,370
29-51 Cent. Gar.-Pool Mlg ONLY	0	0	200	200
38-00 Inventory Items	1,172	1,144	4,445	8,445

**CAPITALIZED ASSETS**

62-71 Office	8,310	0	0	0
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**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(132,585)	(118,732)	(132,392)	(132,392)
80-81 Intrafund Reimbursements	(4,500)	(4,380)	(4,500)	(4,500)

<b>Expenditures - Total</b>	<b>857,132</b>	<b>830,575</b>	<b>1,065,369</b>	<b>997,957</b>
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<b>Net Cost</b>	<b>734,534</b>	<b>694,914</b>	<b>939,330</b>	<b>755,252</b>
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# TREASURER-TAX COLLECTOR

BARBARA C. RINGEN, Treasurer-Tax Collector



## BU 1122 – Treasurer-Tax Collector

### DEPARTMENT OVERVIEW

The Treasurer-Tax Collector operates three divisions; Treasury, Tax and Court/County Debt Collections. Treasury functions include banking and cash flow management, pooled investments, depository services, warrant maintenance, unclaimed estates and deferred compensation administration. Tax Collector functions include the billing and collection of property tax and transient occupancy tax, preparation of tax liens and coordination of tax defaulted land auctions. The Collection division collects court fines/fees and other county-wide debts. The Treasurer- Tax Collector operations are funded through service fees, reimbursements and General Funding. The majority of revenue is generated from delinquent property tax fees and penalties, accounting and treasury administrative fees, and cost reimbursement for delinquent court fines.

### ACCOMPLISHMENTS IN FY 2017-18

- Successfully conducted Public Internet Tax Auction
- Filled vacant Assistant Treasurer-Tax Collector position
- Increased timely processing of tax payments

### GOALS IN FY 2018-19

- Efficiently implement collection of cannabis-related taxes
- Continue to return defaulted properties to an active tax collection status by conducting annual Public Internet Tax Auctions
- Fill vacant positions
- Staff development and training for current and new employees
- Provide timely delivery of customer-oriented and efficient public services



# TREASURER-TAX COLLECTOR

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BARBARA C. RINGEN, Treasurer-Tax Collector  
BU 1122 – Treasurer-Tax Collector

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	31-95	Fines, Forfeit, Penalties/Penalties & Cost on Delq – Penalty and cost tax apportionment
Acct.	66-40	Charges for Services/Assessment and Tax Collection – Delinquent tax installment plans, delinquent tax publications, title reports, certificate of payments and tax clearance certificates
Acct.	66-50	Charges for Services/Accounting & Auditing – Treasury interest apportionment, SB940 collection reimbursement, return checks (NSF), Transient Occupancy Tax Administration

### **Services & Supplies**

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Acct.	17-00	Maintenance/Equipment – Megabyte Property Tax System maintenance, Rev Q Collection software support, RTL software support
Acct.	22-70	Office Expense/Supplies – Tax bill forms, envelopes, printer and copier supplies, general office supplies
Acct.	22-71	Office Expense/Postage – Annual secured, unsecured and supplemental tax bills, Impending power to sell notices, tax sale notification, collection billing, current secured and unsecured reminder notices, and correspondence

### **Capital Assets**

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Acct.	62-71	Equipment/Office – Cannabis tax collection software, security camera, and HP Laser Jet Printer
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### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Increase in position allocation for implementation and collection of cannabis related taxes.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1443 Function General County Collections		Delinquent	Budget Unit 1122 - Treasurer-Tax Collector Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended	
1	2	3	4	5	

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	188,651	164,014	160,000	160,000
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	101,136	96,718	147,749	264,415
66-50 Auditing & Accounting	358,021	271,132	300,000	300,000
66-52 Data Processing Charges	3,002	5,800	3,500	3,500
66-90 Legal Services	138	6	150	150

**MISCELLANEOUS**

79-90 Miscellaneous	0	672	0	0
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**N/A**

90-01 Miscellaneous	0	0	0	0
90-01 Miscellaneous	(40)	0	0	0

**MISC LOANS**

99-99 Suspense Collections	(812,392)	(719,750)	0	0
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<b>Revenue - Total</b>	<b>(161,484)</b>	<b>(181,408)</b>	<b>611,399</b>	<b>728,065</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	439,097	424,238	510,679	510,679
01-12 Extra Help	24,792	32,579	38,961	38,961
01-13 OT, Holiday, Stby	540	618	0	0
01-14 Other, Term	11,872	12,941	9,593	9,593
02-21 FICA	34,501	34,360	43,955	43,955
02-22 PERS	66,284	68,644	99,136	99,136
03-30 Health/Life	75,769	65,886	94,040	94,040
03-31 Unemployment	1,270	1,286	3,177	3,177
03-32 Opt Out	0	1,572	2,400	2,400
04-00 Worker's Compensation	5,755	5,468	5,198	5,198

**SERVICES AND SUPPLIES**

12-00 Communications	1,950	1,573	2,500	2,500
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrgrs	268	290	317	317
17-00 Maintenance-Equipment	195,680	199,601	198,730	198,730
20-00 Memberships	400	400	500	500
22-70 Supplies	19,799	21,386	22,600	22,600
22-71 Postage	60,162	56,969	62,000	62,000
22-72 Books & Periodicals	123	124	150	150
23-80 Professional & Specialize	131,976	137,133	136,736	136,736
24-00 Publications & Legal Ntcs	9,679	9,720	17,675	17,675
28-30 Supplies & Services	0	0	5,140	5,140
29-50 Transportation & Travel	2,003	1,745	0	0
29-51 Cent. Gar.-Pool Mlg ONLY	666	330	700	700
38-00 Inventory Items	0	360	2,500	2,500

**CAPITALIZED ASSETS**

62-71 Office	0	0	56,200	56,200
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**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(12,831)	(12,000)	(121,223)	(121,223)
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## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 1443 Function General County Collections		Budget Unit 1122 - Treasurer-Tax Collector Delinquent Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5
<b>Expenditures - Total</b>	<b>1,072,113</b>	<b>1,067,357</b>	<b>1,193,783</b>	<b>1,193,783</b>
<b>Net Cost</b>	<b>1,233,597</b>	<b>1,248,764</b>	<b>582,384</b>	<b>465,718</b>

# ASSESSOR

RICHARD A. FORD, Assessor-Recorder



## BU 1123 – Assessor

### DEPARTMENT OVERVIEW

The Assessor's Office is required to assess all taxable property in the county, except for state assessed property. The duties of the Assessor's Office include: discover all assessable property, inventory and list all taxable property, value all assessable property and enroll all taxable property on the local assessment roll. This roll must be completed by July first of each year. The roll provides values for property tax computations that are the basis for the following fiscal year's tax bills. Approximately 23% of the revenue generated from property taxes collected goes to the county General Fund.

### ACCOMPLISHMENTS IN FY 2017-18

- Completion of all Non-Re-appraisable backlog
- Completion of further staff training both internal and external
- Completion of Sulfur Fire reassessments

### GOALS IN FY 2018-19

- Further reduce backlog
- Train and find new staff
- Increase staff understanding of appraisal methods and laws
- Please give around 5 goals

# ASSESSOR

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RICHARD A. FORD, Assessor-Recorder  
BU 1123 – Assessor

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 79-70 Other/Miscellaneous – 2/3rds grant from State

### **Services & Supplies**

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Acct. 38-00 Inventory Items – Purchase of 9 desktop computers

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Movement of a Deputy Assessor Recorder (DAR) position transitioned to Appraiser Aide and eliminated in the FY 18/19 budget. Matching funds in the FY 18/19 budget to receive a 2/3rd match from the state to help with backlog, technology, and process improvements.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County					Budget Unit 1123 - Assessor Activity Finance				
Detail by Revenue Category and Expenditure Object			2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended			
1			2	3	4	5			

**CHARGES FOR SERVICES**

66-10 Planning & Engineering	4,375	3,193	4,300	4,300
66-11 Subdivision Insp Fees	14	8	100	100
66-40 Assess & Tax Collection	0	0	0	116,666
69-20 Other	24	168	300	300

**MISCELLANEOUS**

79-70 Other Sales-Miscellaneous	7,524	15,766	24,266	24,266
79-90 Miscellaneous	150	0	0	0
79-91 Cancelled Checks	0	68	0	0
<b>Revenue - Total</b>	<b>12,087</b>	<b>19,203</b>	<b>28,966</b>	<b>145,632</b>

**SALARIES AND BENEFITS**

01-11 Permanent	724,836	616,841	833,550	803,550
01-12 Extra Help	0	16,201	32,823	32,823
01-13 OT, Holiday, Stby	3,786	4,637	0	0
01-14 Other, Term	9,612	5,267	4,326	4,326
02-21 FICA	52,780	44,336	64,991	64,991
02-22 PERS	107,116	97,818	148,047	148,047
03-30 Health/Life	120,209	108,205	142,354	142,354
03-31 Unemployment	2,109	2,292	5,133	5,133
03-32 Opt Out	5,733	4,200	2,400	2,400
04-00 Worker's Compensation	27,399	23,003	28,826	28,826

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	714	250	1,375	1,375
12-00 Communications	3,458	3,094	3,100	3,100
15-12 Public Liability	17,111	6,489	6,402	6,402
15-13 Fire & Allied Cvrsgs	242	262	297	297
17-00 Maintenance-Equipment	3,805	1,418	2,000	2,000
20-00 Memberships	3,565	2,692	4,800	4,800
22-70 Supplies	9,117	7,066	6,000	6,000
22-71 Postage	6,992	8,930	10,000	10,000
22-72 Books & Periodicals	1,880	1,375	2,000	2,000
23-80 Professional & Specialize	1,507	12,119	5,000	40,000
24-00 Publications & Legal Ntcs	0	654	1,000	1,000
28-30 Supplies & Services	1,913	5,686	2,800	2,800
29-50 Transportation & Travel	15,685	3,441	7,550	7,550
29-51 Cent. Gar.-Pool Mlg ONLY	10,221	9,365	9,900	9,900
38-00 Inventory Items	3,820	12,910	9,784	4,784

**CAPITALIZED ASSETS**

62-79 Prior Years	0	0	0	12,000
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**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(40,737)	(44,810)	(44,810)	(44,810)
80-81 Intrafund Reimbursements	(20,368)	(22,404)	(22,404)	(22,404)
<b>Expenditures - Total</b>	<b>1,072,504</b>	<b>931,339</b>	<b>1,267,244</b>	<b>1,279,244</b>

<b>Net Cost</b>	<b>1,060,417</b>	<b>912,135</b>	<b>1,238,278</b>	<b>1,133,612</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1124 – Central Services

### DEPARTMENT OVERVIEW

The division's primary responsibilities are:

- 1) Processing incoming and outgoing mail at the Courthouse
- 2) Managing the photocopier pool
- 3) Administering various contracts such as the equipment maintenance contract
- 4) Coordinating various purchasing programs such as the CAL-Card VISA program
- 5) Assisting County departments in their purchase of supplies, materials and other items in accordance with the County Purchasing Ordinance, including assisting departments with the preparation of bids, RFP's and contracts
- 6) Coordinating the collection, redistribution and disposal of surplus property.

The funding for this budget unit is provided primarily by General Fund discretionary revenues.

The requested appropriations reflect application of reimbursements for printing and paper from other County departments, which are accounted for as operating transfers.

Revenues include reimbursement from contract service providers and outside governmental agencies, such as public defenders and the superior court, for the use of copy machines.

### ACCOMPLISHMENTS IN FY 2017-18

- County-wide Canon copier agreement completed and 88 new copiers installed
- Over 135,000 pieces of mail have been processed in the first three quarters of FY 17/18

### GOALS IN FY 2018-19

- Continue to assist County departments in all facets of the purchasing procedures
- Assist County departments in identifying and purchasing from local vendors whenever possible
- Complete and implement new county-wide bulk propane agreement

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1124 – Central Services

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 69-20 Other Current Services – Reimbursement for photocopy machines, postage, and printing

### **Services & Supplies**

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Acct. 17-00 Maintenance/Equipment – Neopost warranty

Acct. 22-71 Office Expense/Postage – USPS, UPS, and FedEx

Acct. 28-30 Special Departmental Exp/Supplies & Services – Copier leases, maintenance, and paper

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1124 - Central Services Activity Finance		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

69-20 Other	5,092	5,399	7,000	7,000
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**MISCELLANEOUS**

79-60 Sale of Fixed Assets	0	25	0	0
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<b>Revenue - Total</b>	<b>5,092</b>	<b>5,424</b>	<b>7,000</b>	<b>7,000</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	23,161	23,161	23,073	23,073
02-21 FICA	1,699	1,688	1,766	1,766
02-22 PERS	3,426	3,729	4,098	4,098
03-30 Health/Life	9,642	9,648	9,648	9,648
03-31 Unemployment	58	58	162	162
04-00 Worker's Compensation	700	725	680	680

**SERVICES AND SUPPLIES**

12-00 Communications	309	318	350	350
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	127	137	150	150
17-00 Maintenance-Equipment	3,303	4,257	3,500	3,500
22-70 Supplies	37	197	400	400
22-71 Postage	5,751	6,248	20,000	20,000
23-80 Professional & Specialize	0	0	5,000	5,000
23-91 Intra-Div Services	25,000	25,000	25,000	25,000
24-00 Publications & Legal Ntcs	96	22	200	200
25-00 Rents & Leases-Equipment	608	705	1,000	1,000
28-30 Supplies & Services	144,881	139,160	157,971	157,971
38-00 Inventory Items	284	0	0	0

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(60,472)	(68,007)	(70,000)	(70,000)
80-81 Intrafund Reimbursements	(78,563)	(81,994)	(80,000)	(80,000)

<b>Expenditures - Total</b>	<b>82,408</b>	<b>67,186</b>	<b>105,117</b>	<b>105,117</b>
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<b>Net Cost</b>	<b>77,316</b>	<b>61,762</b>	<b>98,117</b>	<b>98,117</b>
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# COUNTY COUNSEL

ANITA L. GRANT, County Counsel



## BU 1231 – County Counsel

### DEPARTMENT OVERVIEW

The Office of the County Counsel presently consists of the County Counsel, three staff attorneys, and one legal secretary. We have carried an open staff attorney position for just over a year, but will have filled that position shortly. We also have a position for a Risk Coordinator/Risk Manager which has been open for several months, but which we hope to fill shortly. Presently, the County Counsel performs the functions of the Risk Coordinator.

This Office provides legal advice and assistance to the Board of Supervisors and the Administrative Office as well as all other County departments, County commissions, boards, and agencies. We advise in matters involving: Land use, water rights, taxation, benefit assessments, mental health, juvenile dependency, health services, disaster-related issues, conservatorships, probate, Public Records Act requests, employment law and personnel issues, inmate issues, grand jury, special districts, elections, fiscal issues, public works projects, property acquisitions, and landfill issues. We draft findings, ordinances, resolutions, agreements, and policies as requested. Additionally, this Office coordinates and generally oversees all legal issues related to liability and workers' compensation claims and cases that are addressed under the County's coverage as a member of the CSAC-Excess Insurance Authority risk-sharing pool.

There has been no increase in legal staff in this office in over twenty-five years.

### ACCOMPLISHMENTS IN FY 2017-18

Given the constraints of attorney-client privilege, it is not possible to provide details of some significant accomplishments, but generally:

- Worked with members of the Board to assist them in achieving the solutions they desire
- Worked with departments to improve internal procedures
- Worked daily to assist departments to avoid or reduce legal obstacles
- Drafted successful legal briefs
- Collaborated with departments and other agencies to create countywide programs

### GOALS IN FY 2018-19

- Provide training on PRA responses and other issues
- Assist in multi-department coordination of new programs/processes
- Continue to provide comprehensive legal services to the Board and all departments
- Begin succession planning training
- Review/improve office billing practices

# COUNTY COUNSEL

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ANITA L. GRANT, County Counsel  
BU 1231 – County Counsel

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 53-50	State Admin Program/Soc Svcs Realign Sls Tax – The revenues of this department are General Fund discretionary revenues which are offset by direct billing of our services to self-funded departments, independent special districts, and attorney fees for Public Guardian and Public Administrator cases
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### Services & Supplies

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Acct. 23-30	Prof & Specialized Svcs/General Admin – Westlaw electronic research
Acct. 29-50	Transportation & Travel – Travel and transportation to fulfill state-mandated training and federal court and out-of-county court/admin hearing appearances

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This year, the budget will include two new computer towers to replace two towers that are over five years old as recommended by our IT Department. It will also include the wages for a new staff attorney to fill an existing vacancy. The position will be filled as a deputy 1, step 3. Additionally, there is a likely change in the Risk vacant position from a Risk Coordinator to a Risk Manager. Finally, there will be an increase for staff training from \$500 per attorney to \$600. There has been no prior increase in that training amount for at least 15 years.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1231 - County Counsel Activity Counsel		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

66-11 Subdivision Insp Fees	29	16	0	0
66-90 Legal Services	73,106	56,589	80,000	80,000
69-20 Other	24	9	0	0

**MISCELLANEOUS**

79-90 Miscellaneous	131	0	0	0
79-91 Cancelled Checks	996	22	0	0
<b>Revenue - Total</b>	<b>74,286</b>	<b>56,637</b>	<b>80,000</b>	<b>80,000</b>

**SALARIES AND BENEFITS**

01-11 Permanent	548,856	469,447	607,381	607,381
01-12 Extra Help	0	0	27,000	27,000
01-13 OT, Holiday, Stby	2	5	0	0
01-14 Other, Term	13,162	14,385	18,701	18,701
02-21 FICA	40,029	34,219	47,056	47,056
02-22 PERS	80,575	75,535	107,876	107,876
03-30 Health/Life	69,544	53,878	67,412	67,412
03-31 Unemployment	1,627	1,692	4,246	4,246
04-00 Worker's Compensation	1,568	1,382	1,182	1,182

**SERVICES AND SUPPLIES**

12-00 Communications	757	714	2,500	2,500
15-12 Public Liability	2,809	2,361	2,337	2,337
15-13 Fire & Allied Cvrsg	143	154	230	230
16-00 Jury and Witness Expense	0	0	100	100
17-00 Maintenance-Equipment	0	0	100	100
18-00 Maint-Bldgs & Imprvmnts	0	0	3,000	3,000
20-00 Memberships	5,119	6,037	7,211	7,211
22-70 Supplies	2,165	2,640	4,000	4,000
22-71 Postage	639	602	2,000	2,000
22-72 Books & Periodicals	3,800	4,250	5,712	5,712
23-80 Professional & Specialize	1,394	1,486	5,650	5,650
24-00 Publications & legal Ntcs	323	406	1,000	1,000
28-30 Supplies & Services	14,230	13,052	23,850	23,850
29-50 Transportation & Travel	959	220	1,000	1,000
29-51 Cent. Gar.-Pool Mlg ONLY	0	0	100	100
38-00 Inventory Items	0	0	3,000	3,000

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(78,144)	(51,654)	(151,855)	(151,855)
<b>Expenditures - Total</b>	<b>709,556</b>	<b>630,810</b>	<b>790,789</b>	<b>790,789</b>
<b>Net Cost</b>	<b>635,270</b>	<b>574,174</b>	<b>710,789</b>	<b>710,789</b>

# HUMAN RESOURCES

PAMELA NICHOLS, Director



## BU 1341 – Human Resources

### DEPARTMENT OVERVIEW

The Human Resources Office is responsible for providing, assisting with and overseeing a wide range of programs and services for the County, including recruitment, classification and compensation, employee relations, advising, compliance functions, employee benefits administration, leave of absences, disciplines, performance management, personnel action processing, and other human resources and employee relations related services.

The Human Resources Office also continues to monitor, analyze and respond to legislative changes, mandates, compliance and other human resources areas that may affect the County.

The Human Resources Office is funded primarily by General Fund sources, with one position jointly funded by the Department of Child Support Services and Department of Social Services. In addition, some funding is received from the Countywide Cost Allocation Plan, reimbursement from self-funded departments, and reimbursements from the Unemployment Insurance Fund. Insignificant revenue is generated by ID badge replacement fees, subpoena fees, and photocopy fees.

### ACCOMPLISHMENTS IN FY 2017-18

- Recruitment related sections of Personnel Rules have been updated and approved by the Board of Supervisors
- Processed a significant number of recruitments for County positions: on track to post between 142-153 recruitments by the end of FY 2017-18
- Ensured continued compliance with a variety of federal and state mandates

### GOALS IN FY 2018-19

- Update leave of absence policies and procedures
- Continue to implement updated Personnel Rules to help expedite recruitment processes
- Continue to monitor and ensure compliance with Affordable Care Act, pension reform rules, and other laws
- Work towards implementing Livescan background checks for all new employees

# HUMAN RESOURCES

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PAMELA NICHOLS, Director  
BU 1341 – Human Resources

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 69-20 Other Current Services – ID Badge replacement fees

### **Services & Supplies**

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Acct. 23-80 Professional & Specialized Svcs – System fees, contract with CPS HR, Benefits TPA costs, backgrounds, pre-employment physicals, drug and alcohol testing

Acct. 24-00 Publications & Legal Notices – Regular local recruitment advertising

Acct. 28-30 Special Departmental Exp/Supplies & Services – Trainings, oral panel supplies, job fair entry fees, HR resources, shredding, etc.

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The most significant changes in budget are the inclusion of money for a contract with CPS HR (added during mid-year budgets), anticipated costs associated with implementing Livescan background services, and an increase in local recruitment advertising.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 1341 - Human Resources Activity Personnel		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

69-20 Other	60	95	60	60
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**MISCELLANEOUS**

79-90 Miscellaneous	0	1,500	0	0
79-91 Cancelled Checks	0	170	0	0
79-99 Donations	0	250	0	0
<b>Revenue - Total</b>	<b>60</b>	<b>2,015</b>	<b>60</b>	<b>60</b>

**SALARIES AND BENEFITS**

01-11 Permanent	418,612	403,612	388,937	439,956
01-13 OT, Holiday, Stby	0	1,202	0	0
01-14 Other, Term	4,890	17,356	0	0
02-21 FICA	31,900	31,605	29,755	33,656
02-22 PERS	61,853	64,917	69,079	78,140
03-30 Health/Life	68,546	72,049	72,146	86,796
03-31 Unemployment	1,136	1,306	2,723	3,080
04-00 Worker's Compensation	4,272	4,004	4,442	4,442

**SERVICES AND SUPPLIES**

12-00 Communications	2,653	2,277	1,788	1,788
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	123	133	198	146
17-00 Maintenance-Equipment	7,509	9,889	11,024	11,024
20-00 Memberships	600	600	600	600
22-70 Supplies	8,838	6,544	11,405	9,779
22-71 Postage	1,488	515	1,826	1,826
23-80 Professional & Specialize	48,749	74,060	145,700	147,200
24-00 Publications & Legal Ntcs	479	465	6,241	1,379
28-30 Supplies & Services	4,301	6,245	43,607	38,105
29-50 Transportation & Travel	2,350	1,794	3,478	3,478
29-51 Cent. Gar.-Pool Mlg ONLY	0	256	560	560
38-00 Inventory Items	10,878	819	1,360	2,986

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(34,286)	(94,951)	(112,242)	(112,242)
80-81 Intrafund Reimbursements	(17,148)	(21,987)	(36,166)	(36,166)
<b>Expenditures - Total</b>	<b>630,103</b>	<b>584,844</b>	<b>648,580</b>	<b>718,652</b>

<b>Net Cost</b>	<b>630,043</b>	<b>582,829</b>	<b>648,520</b>	<b>718,592</b>
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# REGISTRAR OF VOTERS

DIANE C. FRIDLEY, Registrar of Voters



## BU 1451 – Registrar of Voters

### DEPARTMENT OVERVIEW

The Registrar of Voters office is responsible for conducting all Federal, State, County, Municipal, and local district elections in Lake County. This department is responsible for all components of election management, including voter registration, poll worker recruitment and training, locating and reserving polling place locations that meet accessibility requirements, ballot creation, voting system security, ballot processing and vote tallying, community outreach and education, and candidate services such as candidate filing and campaign finance.

There is one (1) election scheduled for fiscal year 2018-2019; the November 6, 2018 Statewide General Election. The 2018 Statewide General Election is a Gubernatorial General Election that will include the candidates' names for the voter-nominated offices for state and legislative offices such as: Governor, Lt Governor, US Senator, US Rep to Congress, State Senator, and State Assembly. In order to move on to the General Election, the candidates running for the voter-nominated offices must have received the highest and second highest number of votes cast (Top Two Candidates Act) at the June 5, 2018 Statewide Direct Primary Election. Also included in the 2018 Statewide General Election will be the names of Appellant Court Justices presiding in the 1st Appellate District, Divisions 1 through 5; candidates for local school districts and special districts, as well as candidates seeking to serve as Councilmembers for the Cities of Clearlake and Lakeport. In addition, any countywide race or supervisorial district race in which no candidate received a majority of the vote in the 2018 Primary Election will be included in a run-off election to determine the elected candidate. There will also be numerous State Propositions and possibly local measures on the ballot.

This budget unit has two (2) full-time permanent employees and two (2) 30 hour/.75 time permanent employees. However, during peak election periods it is necessary to employ many part-time extra help employees to work in the office to assist permanent staff with the heavy workload. Without extra help workers it would be impossible to conduct an election, especially a statewide election since there are so many tasks to complete in a short period of time.

This budget unit is primarily funded by General Fund discretionary revenues with limited reimbursement from the State and local jurisdictions.

### ACCOMPLISHMENTS IN FY 2017-18

- Conducted three (3) elections and accomplished Dept goals without the replacement of our veteran .60 time Elections Asst. II as well as a limited number of extra help employees working reduced hours
- Reuse election supplies and reduce hourly employee hours to stay within the Dept's budget
- Conducted the required pre-election residency confirmation procedure less than 90 days before the 2018 Primary Election



# REGISTRAR OF VOTERS

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DIANE C. FRIDLEY, Registrar of Voters  
BU 1451 – Registrar of Voters

- Staff successfully processed 4,003 voter records (adds & updates) and successfully cancelled/inactivated 2,545 voter records between the period of 7/1/17 to 4/12/18; does not include the peak period prior to the 2018 Primary Election
- Successfully helped Special District Governing Boards to comply with SB 415; changing each District's odd-numbered year elections to even-numbered year elections consolidated with statewide general elections

## GOALS IN FY 2018-19

- Recommend to the Board and Admin a new voting system to replace Mark-A-Vote which has been used since 1983 and our current Hart electronic voting system which has been used since 2006
- Recruit and train the number of people required to work at the polls on Election Day, November 6, 2018
- Set-up ballot layout, audio and deploy the electronic voting equipment for Election Day, November 6, 2018
- Mail the Sample Ballot Booklets and Vote by Mail ballots in a timely manner
- Expand the Dept's Voting Accessibility Advisory Committee (VAAC)

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct.	54-90	State Aid/Other – Quarterly postage reimbursement for mailing Voter Notification Postcards to new voters and voters with voter registration changes; mailing of voter registration forms to voters for voter record updates or changes as well as upon voter request
Acct.	66-70	Charges for Services/Election Services – Reimbursements from municipal jurisdictions, school and special districts for conducting their elections; printing candidate statements in the sample ballot booklets, candidate filing fees
Acct.	79-72	Sales/Great Register – Sale of CD's of voter registration information for political purposes, voter lists, absentee lists, voter address labels

### Services & Supplies

Acct.	22-71	Office Expense/Postage – Postage monies are needed to mail Sample Ballot Booklets to each registered voter per election; Vote by Mail "VBM" ballots to permanent voters, voters residing in mail ballot precincts and VBM daily requests; required Voter Notification and Voter Registration mail out; correction notices and 8d2 card mail out; numerous USPS mailing, postage due and business reply mail permits
Acct.	25-00	Rents & Leases/Equipment – Elections Information Management Systems software lease from DFM Associates; and, the license and support fee for the electronic voting equipment that is a Federal requirement from Hart InterCivic
Acct.	28-30	Special Departmental Exp/Supplies & Services – Sample Ballot printing charges; Official Ballot printing charges; Poll-worker/eTech training and Election Day stipend pay; election and voting precinct supplies; supplies for the Hart electronic voting system.

### Capital Assets

None

### Contingencies

None

# REGISTRAR OF VOTERS

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DIANE C. FRIDLEY, Registrar of Voters  
BU 1451 – Registrar of Voters

## **SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR**

This office has not included a Capital Asset (62.71 Office-Equipment) request for FY 2018-2019 budget. However, it will be necessary to request an unknown amount of funds to replace the County's 35 year old aging voting system during the 2018-2019 fiscal year due to the software no longer being supported by the vendor and unavailability of parts. It will also be necessary to replace the Hart electronic voting equipment since this system is almost obsolete and is no longer being sold by the vendor. This department will explore the advantages and disadvantages of purchasing a new voting system or opting for a multiyear lease of a voting system that will serve as both the County's main voting system as well as satisfying the requirements of the 2002 Federal Help America Act to have ADA compliant voting units.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1451 - Registrar of Voters Activity Elections		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-90 Other	39,608	1,347	1,000	1,000
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**CHARGES FOR SERVICES**

66-70 Election Services	126,887	120,787	26,000	26,000
69-20 Other	106	80	50	50

**MISCELLANEOUS**

79-72 Great Register	8,638	10,796	3,500	3,500
79-91 Cancelled Checks	177	618	0	0

<b>Revenue - Total</b>	<b>175,417</b>	<b>133,628</b>	<b>30,550</b>	<b>30,550</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	203,609	198,610	200,452	200,452
01-12 Extra Help	25,508	22,395	19,147	19,147
01-13 OT, Holiday, Stby	27,871	10,969	11,161	11,161
01-14 Other, Term	9,865	2,982	2,983	2,983
02-21 FICA	17,559	15,343	16,943	16,943
02-22 PERS	30,054	31,924	35,602	35,602
03-30 Health/Life	41,218	38,552	38,479	38,479
03-31 Unemployment	602	592	1,537	1,537
04-00 Worker's Compensation	1,089	1,012	925	925

**SERVICES AND SUPPLIES**

12-00 Communications	1,149	1,167	1,980	1,980
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	274	310	461	461
17-00 Maintenance-Equipment	119	2,624	7,150	7,150
20-00 Memberships	500	0	300	300
22-70 Supplies	8,530	10,861	10,450	10,450
22-71 Postage	30,768	29,738	36,382	36,382
22-72 Books & Periodicals	168	189	230	230
24-00 Publications & Legal Ntcs	1,615	1,323	1,550	1,550
25-00 Rents & Leases-Equipment	43,879	50,331	50,005	50,005
26-00 Rents & Leases-Bldg & Imp	5,565	5,960	5,950	5,950
28-30 Supplies & Services	190,315	201,866	190,453	190,453
29-50 Transportation & Travel	4,539	4,411	6,101	6,101
29-51 Cent. Gar.-Pool Mlg ONLY	1,282	1,048	2,100	2,100
38-00 Inventory Items	6,527	0	0	0

**CAPITALIZED ASSETS**

62-71 Office	0	5,273	0	0
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<b>Expenditures - Total</b>	<b>654,965</b>	<b>639,615</b>	<b>642,460</b>	<b>642,460</b>
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<b>Net Cost</b>	<b>479,548</b>	<b>505,987</b>	<b>611,910</b>	<b>611,910</b>
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# PUBLIC SERVICES

LARS EWING, Director



## BU 1671 – Buildings and Grounds

### DEPARTMENT OVERVIEW

The Facilities Maintenance division is responsible for the maintenance and improvements of approximately 500,000 square feet of county owned facilities. Division staff consists of one facilities maintenance superintendent, one facilities maintenance lead worker, four facilities maintenance technicians, and three part-time extra help facilities maintenance workers, who in combination have expertise in multiple trades including carpentry, plumbing, electrical, boilers, HVAC, welding, equipment mechanics, locksmithing, mold remediation, and much more.

This budget unit is funded 83% by the County General Fund and 17% by telecommunications and other facilities leases.

### ACCOMPLISHMENTS IN FY 2017-18

- HVAC replacement for County Courthouse on floors 1-3
- Lower Lank Bank Building Remodel
- Lucerne Artists Village Upgrades
- Lighting upgrades throughout multiple county buildings
- Completed approximately 1,500 general work order requests

### GOALS IN FY 2018-19

- Focus time and funds on preventative maintenance
- Prioritize projects that increase energy efficiency county wide
- Implement a comprehensive enterprise asset management system for facilities and equipment lifecycle management

# PUBLIC SERVICES

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LARS EWING, Director  
BU 1671 – Buildings and Grounds

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 42-10 Rents & Concessions – Telecommunications and facilities leases  
Acct. 54-90 State Aid/Other – Courthouse common area facilities payment

### **Services & Supplies**

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Acct. 18-00 Maintenance/Buildings & Improvements – Routine facilities maintenance and improvements  
Acct. 23-80 Professional & Specialized Svcs – Recurring and planned contracted services including but not limited to roofing, paving, pest control, elevator service, generators, fire alarm service, fire extinguisher service

### **Capital Assets**

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Acct. 62-71 Equipment/Office – Enterprise Asset Management Program  
Acct. 62-72 Equipment/Autos & Light Trucks – Replace bucket truck and purchase Genie AWP 36AC Aerial Platform Lift

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 1671 - Buildings & Grounds Activity Property Management		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-10 Rents & Concessions	199,847	223,852	244,911	244,911
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**INTERGOVERNMENT REVENUES**

54-90 Other	19,231	4,252	0	0
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**MISCELLANEOUS**

79-60 Sale of Fixed Assets	0	248,858	0	0
79-90 Miscellaneous	1,562	907	0	0

<b>Revenue - Total</b>	<b>220,640</b>	<b>477,869</b>	<b>244,911</b>	<b>244,911</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	332,728	305,725	338,541	338,541
01-12 Extra Help	76,196	93,685	89,213	89,213
01-13 OT, Holiday, Stby	2,971	1,807	6,000	6,000
01-14 Other, Term	4,300	4,833	2,748	2,748
02-21 FICA	28,490	26,653	28,829	28,829
02-22 PERS	55,416	56,187	60,617	60,617
03-30 Health/Life	38,502	42,109	48,273	48,273
03-31 Unemployment	963	1,002	3,014	3,014
03-32 Opt Out	4,733	2,400	2,400	2,400
04-00 Worker's Compensation	39,770	33,588	53,404	53,404

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	225	4,213	4,450	4,450
12-00 Communications	3,405	3,554	7,500	7,500
14-00 Household Expense	37,533	41,838	56,100	56,100
15-12 Public Liability	11,869	10,664	2,159	2,159
15-13 Fire & Allied Cvrsgs	4,246	53,964	73,896	73,896
17-00 Maintenance-Equipment	3,597	6,752	7,500	7,500
18-00 Maint-Bldgs & Imprvmts	123,960	234,794	125,000	125,000
20-00 Memberships	150	150	150	150
22-70 Supplies	1,275	1,945	2,500	2,500
22-71 Postage	206	128	200	200
23-80 Professional & Specialize	103,251	50,042	227,500	227,500
23-91 Intra-Div Services	35,329	46,594	46,594	46,594
25-00 Rents & Leases-Equipment	3,626	2,454	2,500	2,500
26-00 Rents & Leases-Bldg & Imp	34,000	34,000	34,000	34,000
27-00 Small Tools & Instruments	5,204	4,530	6,000	6,000
28-30 Supplies & Services	10,299	7,832	17,500	17,500
29-50 Transportation & Travel	4,743	6,337	10,000	10,000
29-51 Cent. Gar.-Pool Mlg ONLY	4,919	10,307	20,000	20,000
30-00 Utilities	312,675	317,484	306,000	306,000
38-00 Inventory Items	0	3,236	18,444	18,444
48-00 Taxes & Assessments	289	3,322	3,330	3,330

**CAPITALIZED ASSETS**

62-71 Office	0	0	67,900	67,900
62-72 Autos & Light Trucks	0	25,429	63,530	63,530
62-74 Other	0	8,894	0	0

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(47,045)	(56,551)	(43,137)	(43,137)
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<b>Expenditures - Total</b>	<b>1,237,827</b>	<b>1,389,899</b>	<b>1,692,655</b>	<b>1,692,655</b>
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Net Cost

<b>FINAL RECOMMENDED BUDGET FY 18/19</b>	<b>1,017,187</b>	<b>912,030</b>	<b>1,447,744</b>	<b>1,447,744</b>
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# WATER RESOURCES

DAVID COWAN, Director



## BU 1672 – Lakebed Management (Fund 133)

### DEPARTMENT OVERVIEW

This budget is used to maintain and enhance navigation, fisheries, commerce, and recreation in Clear Lake. It is funded through lakeshore construction permit fees, aquatic vegetation control permit fees and annual lake encroachment lease payments through Budget Unit 1673. Budgeted activities include swim and navigation buoy maintenance, boat maintenance, plant and algae control, water and sediment monitoring and the administration of permits for lakeshore construction and the encroachment leases.

Aquatic vegetation control permit fees are currently inadequate to support the program, covering less than 20% of the cost of compliance with the regional water quality board. The balance of the program is funded from the draw-down of Reserves when necessary. Aquatic vegetation control is funded by the County General Fund and performed by a contractor.

### ACCOMPLISHMENTS IN FY 2017-18

- Maintained boat lanes through herbicide application and buoy placement
- Implemented an increase to the lakebed encroachment approved by BOS in 2017
- Collected monthly water and sediment samples from six sites on Clear Lake
- Updated the lakebed inventory database

### GOALS IN FY 2018-19

- Perform a needs assessment for swim lines and recreational buoys and develop and implement a master plan for buoy maintenance
- Provide effective boat lanes through herbicide application and buoy placement
- Work with tribes and other county departments to create effective cyanobacteria alerts and preventative measures
- Continue to update the lakebed inventory database
- Monitor water quality

# WATER RESOURCES

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DAVID COWAN, Director  
BU 1672 – Lakebed Management

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 21-60 Permits/Other – Aquatic weed permits

### Services & Supplies

---

Acct. 53-48 Water Quality Improvement – UC Davis Grant (50,000 per year for next three years) for Weed and Algae Program

### Capital Assets

---

Acct. 62-74 Equipment/Other – Purchase a new boat to support monitoring and lakebed

### Contingencies

---

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Water Resources received \$150,000 in state funds through UC Davis. \$50,000 per year has been allotted for the next three years.



Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 133 Function Lakebed Management		Budget Unit 1672 - Lakebed Management Activity Property Management		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-60 Other	6,197	10,805	16,500	16,500
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**USE OF MONEY & PROPERTY**

42-01 Interest	1,174	1,189	2,000	2,000
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**MISCELLANEOUS**

79-90 Miscellaneous	0	4	50,000	50,000
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**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	161,384	0	0	0
80-93 Advance To Other Fund	(161,384)	0	0	0
81-22 In	161,000	265,023	265,000	265,000
<b>Revenue - Total</b>	<b>168,371</b>	<b>277,021</b>	<b>333,500</b>	<b>333,500</b>

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	0	0	1,000	1,000
15-10 Other	571	605	750	750
17-00 Maintenance-Equipment	1,132	1,465	3,500	3,500
22-70 Supplies	292	469	2,500	2,500
22-71 Postage	760	923	2,000	2,000
23-80 Professional & Specialize	18,395	17,280	20,300	20,300
23-81 Engineering In-House	0	0	400	400
23-90 Administrative Services	0	2,333	3,890	3,890
23-91 Intra-Div Services	131,775	169,219	220,965	220,965
24-00 Publications & Legal Ntcs	0	0	200	200
26-00 Rents & Leases-Bldg & Imp	1,045	1,045	1,100	1,100
27-00 Small Tools & Instruments	257	111	350	350
28-30 Supplies & Services	1,361	3,889	15,100	15,100
29-50 Transportation & Travel	2,065	0	2,577	2,577
29-51 Cent. Gar.-Pool Mlg ONLY	726	29	800	800
53-48 Water Quality Improvement	17,789	5,841	74,500	74,500

**CAPITALIZED ASSETS**

62-74 Other	0	0	20,000	20,000
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**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(67)	0	0	0
90-91 Contingencies	0	0	1,000	1,000
<b>Expenditures - Total</b>	<b>176,099</b>	<b>203,210</b>	<b>370,932</b>	<b>370,932</b>

<b>Net Cost</b>	<b>7,728</b>	<b>(73,811)</b>	<b>37,432</b>	<b>37,432</b>
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# WATER RESOURCES

DAVID COWAN, Director



## BU 1673 – Lakebed Special Programs (Fund 179)

### DEPARTMENT OVERVIEW

The Lakebed Management fund was established under the State Trust on Clear Lake, Chapter 639, Statute of 1973: the furtherance of navigation, commerce, fisheries, recreation and wherever possible and appropriate, preservation of the land and waters in their natural state. Revenue from BU 1673 is derived solely from permits and annual encroachment lease payment for structures on Clear Lake and are used solely to fund BU 1672 - Lakebed Management.

### ACCOMPLISHMENTS IN FY 2017-18

- Collected Lakebed building permit fees
- Billed and collected annual Lakebed encroachment fees

### GOALS IN FY 2018-19

- Annual Lakebed billing collection
- Continued funding contribution to 1672 - Lakebed Management

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	21-60	Permits/Other – Lakebed permit fees
Acct.	79-97	Other/Contributions Lakebed – Annual Lakebed billing

#### Services & Supplies

None

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 179 Function Lakebed Special Programs		Budget Unit 1673 - Lakebed Special Programs Activity Property Management		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-60 Other	20,021	30,655	25,000	25,000
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**USE OF MONEY & PROPERTY**

42-01 Interest	1,101	1,177	1,500	1,500
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**MISCELLANEOUS**

79-97 Contributions Lakebed	158,960	226,053	275,000	275,000
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**OTHER FINANCING SOURCES**

81-23 Out	(161,000)	(265,023)	(265,000)	(265,000)
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<b>Revenue - Total</b>	<b>19,082</b>	<b>(7,139)</b>	<b>36,500</b>	<b>36,500</b>
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<b>Net Cost</b>	<b>(19,082)</b>	<b>7,139</b>	<b>(36,500)</b>	<b>(36,500)</b>
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# WATER RESOURCES

DAVID COWAN, Director



## BU 1674 – Flood Corridor Maintenance (Fund 136)

### DEPARTMENT OVERVIEW

The Flood Protection Corridor Program consists of purchasing flood-prone properties for future implementation of the Middle Creek Flood Damage Reduction and Ecosystem Restoration Project (Middle Creek Project). The County currently owns and maintains 38 such properties and expects to purchase some or all of the remaining properties using a \$15,000,000 grant that was awarded in 2018.

Purchased land requires regular maintenance and structures must be demolished or relocated. Current funding does not cover ongoing maintenance costs.

### ACCOMPLISHMENTS IN FY 2017-18

- Remediated the Robinson vineyard
- Payment of MA-17 fees
- Recovered partial electrical expenses from agricultural lease holder

### GOALS IN FY 2018-19

- Utilize grant funds to purchase additional properties
- Continue to work with current leaseholder to recover electrical expenses
- Maintain acquired properties
- Examine cost/benefit of turning property management over to land trusts
- Adjust agricultural lease revenue to cover maintenance expenses

# WATER RESOURCES

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DAVID COWAN, Director  
BU 1674 – Flood Corridor Maintenance

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 42-01 Revenue from Use of Money/Interest – Interest received from the account balance

### Services & Supplies

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Acct. 18-00 Maint/Bldgs & Imprvmnts – Mowing, ground maintenance, burning, CDF

Acct. 28-30 Special Departmental Exp/Supplies & Services – MA-17 payments, Zone 8 fees

Acct. 30-00 Utilities – PG&E for water pumps

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Fund 136 Function Flood Corridor Prop Maint		Budget Unit 1674 - Flood Corridor Prop Maint Activity Property Management		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	5,686	4,383	6,000	6,000
<b>Revenue - Total</b>	<b>5,686</b>	<b>4,383</b>	<b>6,000</b>	<b>6,000</b>

**SERVICES AND SUPPLIES**

18-00 Maint-Bldgs & Imprvmts	172,650	19,998	17,000	17,000
23-80 Professional & Specialize	0	0	3,000	3,000
23-81 Engineering In-House	4,848	235	4,000	4,000
23-90 Administrative Services	0	908	1,612	1,612
23-91 Intra-Div Services	30,208	26,838	24,064	24,064
28-30 Supplies & Services	19,989	2,372	68,000	68,000
30-00 Utilities	16,413	4,424	23,000	23,000
48-00 Taxes & Assessments	171	240	300	300

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	0	0	(5,000)	(5,000)
90-91 Contingencies	0	0	1,000	1,000

<b>Expenditures - Total</b>	<b>244,278</b>	<b>55,015</b>	<b>136,976</b>	<b>136,976</b>
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<b>Net Cost</b>	<b>238,592</b>	<b>50,631</b>	<b>130,976</b>	<b>130,976</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1778 – Capital Projects (Fund 978)

### DEPARTMENT OVERVIEW

This budget unit is utilized for purposes of appropriating funds for miscellaneous capital projects. All of the fund balance carryover in this budget was provided by the General Fund and is earmarked for the South Main Street Water Project. Additional funding is anticipated from a Caltrans Grant in support of the Clearlake Oaks sidewalk project. This grant funding is provided on reimbursement basis. Until the grant funding is received, the fund balance carryover is also being used as interim financing for the Clearlake Oaks sidewalk project.

### GOALS IN FY 2018-19

- Complete the Clearlake Oaks sidewalk project (see also 1796)
- Investigate the costs related to the solar panel project for senior centers
- Continue pre-engineering tasks related to South Main Street Water Project

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 54-90 State Aid/Other – CalTrans funding for Clearlake Oaks Sidewalk Project

#### Services & Supplies

Acct. 28-30 Special Departmental Exp/Supplies & Services – Senior Center solar panels

#### Capital Assets

Acct. 63-04 Construction in Progress/Water Systems – South Main Street water system

Acct. 63-09 Construction in Progress/Sidewalks/Curbs/Bike Paths – Clearlake Oaks sidewalk project

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

\$190,000 was eliminated from the FY 17/18 Adopted Budget to fund an uninsured settlement.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 978 Function Capital Projects		Budget Unit 1778 - Special Projects Activity Special Projects		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-90 Other	0	1,671,181	4,094,503	5,094,503
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**CHARGES FOR SERVICES**

66-10 Planning & Engineering	0	1,060	0	0
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**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	0	0	0	1,000,000
80-93 Advance To Other Fund	0	0	0	(1,000,000)
81-22 In	200,000	399,991	0	0
81-23 Out	(17,788)	(190,000)	0	0
81-31 Residual Equity Transfer	10,000	0	0	0

<b>Revenue - Total</b>	<b>192,212</b>	<b>1,882,232</b>	<b>4,094,503</b>	<b>5,094,503</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	8,625	0	0
28-30 Supplies & Services	0	0	45,000	45,000
52-10 Contib to Non-Co Gov Agen	25,000	0	0	0

**CONSTRUCTION IN PROGRESS**

63-04 Water Systems	0	0	2,427,602	2,427,602
63-09 Sidewalks/Curbs/BikePaths	363,907	3,779,023	4,007,893	2,989,628
63-13 Buildings & Improvements	0	0	9,273	9,273

<b>Expenditures - Total</b>	<b>388,907</b>	<b>3,787,648</b>	<b>6,489,768</b>	<b>5,471,503</b>
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<b>Net Cost</b>	<b>196,696</b>	<b>1,905,416</b>	<b>2,395,265</b>	<b>377,000</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1781 – Special Projects

### DEPARTMENT OVERVIEW

This budget unit is used for budgeting special projects that are not applicable to any other budget unit and also to provide funding for a variety of special projects involving other departments.

This is a General Fund budget unit, financed primarily by one-time discretionary revenues as well as a grant from Golden State Financial (GSFA) which provides housing assistance to wildfire survivors.

Many of the requested appropriations in this budget unit are carryovers from prior years.

Besides the housing assistance project, appropriations provide for management and maintenance of former Redevelopment Agency properties (Lucerne Hotel and Harbor Village), support for the PEG channel, support for water quality improvement initiatives, and support for special community revitalization projects that may be identified.

### ACCOMPLISHMENTS IN FY 2017-18

- Closed out the first GSFA grant that provided for residence emergency disaster assistance
- Sold Holiday Harbor property
- Lucerne Hotel bat remediation completed

### GOALS IN FY 2018-19

- Implement the second GSFA grant that provides continuation of disaster housing assistance for wildfire survivors
- Sell the Lucerne Hotel

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1781 – Special Projects

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 21-50 Permits/Franchises – PG&E 1% Franchise Fees  
Acct. 42-10 Rents & Concessions – Harbor Village cottage rentals

### Services & Supplies

---

Acct. 18-00 Maint/Bldgs & Imprvmnts – Lucerne Castle maintenance  
Acct. 57-05 Home/Rental Loans/Tenant Based Rental Assis – Golden State Financial Authority grant for Wildfire survivor stable housing assistance

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The significant changes from the prior year budget would be the decrease in professional and specialized services related to special projects not applicable to any other budget unit and completion of the first GSFA grant that provided for residence emergency disaster assistance.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1781 - Plant Acquisition Activity Special Projects		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-50 Franchises	50,584	40,697	40,000	40,000
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**USE OF MONEY & PROPERTY**

42-10 Rents & Concessions	3,892	71,897	10,800	10,800
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**INTERGOVERNMENT REVENUES**

52-90 Other In Lieu	0	0	3,050	3,050
56-30 Other	700,000	0	0	0

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	0	717,713	0	0
79-90 Miscellaneous	5,004	2,506	0	0
79-93 Insurance Proceeds	24,924	42,847	0	0
79-98 Mt. Konocti Donations	1	0	0	0
79-99 Donations	4,000	0	0	0

**OTHER FINANCING SOURCES**

81-23 Out	0	(38,506)	(28,796)	(28,796)
<b>Revenue - Total</b>	<b>788,405</b>	<b>837,153</b>	<b>25,054</b>	<b>25,054</b>

**SALARIES AND BENEFITS**

04-00 Worker's Compensation	8,905	3,519	3,836	3,836
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**SERVICES AND SUPPLIES**

12-00 Communications	0	887	3,120	3,120
14-00 Household Expense	480	0	0	0
15-12 Public Liability	11,806	10,664	2,119	2,119
15-13 Fire & Allied Cvrsgs	4,809	5,294	5,528	5,528
18-00 Maint-Bldgs & Imprvmts	47,328	59,112	387,523	387,523
22-70 Supplies	6	0	0	0
22-71 Postage	0	0	0	0
23-80 Professional & Specialize	85,973	91,762	0	0
23-91 Intra-Div Services	9,000	9,000	9,000	9,000
28-64 Control Burns	0	0	25,000	25,000
30-00 Utilities	11,808	12,759	25,000	25,000
38-00 Inventory Items	4,023	0	0	10,000
48-00 Taxes & Assessments	782	602	3,500	3,500
52-10 Contib to Non-Co Gov Agen	70,584	59,697	80,500	80,500
53-48 Water Quality Improvement	0	0	84,338	84,338
53-54 Law Enforcement	9,857	21,243	24,827	24,827
55-07 Community Revitalization	0	0	534,238	534,238
57-05 Tenant Based Rental Assis	246,095	71,097	525,000	525,000
<b>Expenditures - Total</b>	<b>511,457</b>	<b>345,636</b>	<b>1,713,529</b>	<b>1,723,529</b>

<b>Net Cost</b>	<b>(276,949)</b>	<b>(491,517)</b>	<b>1,688,475</b>	<b>1,698,475</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 1785 – Public Safety Facilities (Fund 960)

### DEPARTMENT OVERVIEW

This budget unit was established to support the SB 1022 Jail expansion project as well as capital improvements to the Jail Control Room. SB 1022 funds were returned to the state, however, this budget unit still supports Jail Control Room project which will provide upgrades to the control tower that will improve facility security.

### ACCOMPLISHMENTS IN FY 2017-18

- Received plans for project construction from vendor
- Plans submitted to engineering/construction vendor for review

### GOALS IN FY 2018-19

- To complete the remodel of Phase I and Phase II Tower and Control project

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

None

#### Services & Supplies

None

#### Capital Assets

Acct.	62-79	Equipment/Prior Years – Tower/Control equipment upgrade
Acct.	63-13	Construction in Progress/Buildings & Improvements – Tower/Control remodel

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 960 Function Public Safety Facilities		Budget Unit 1785 - Public Safety Facilities Activity Special Projects		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	(1,500,000)	0	0	0
81-23 Out	(630,000)	0	0	0
<b>Revenue - Total</b>	<b>(2,130,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CONSTRUCTION IN PROGRESS**

63-13 Buildings & Improvements	91,176	108,703	1,199,547	1,163,793
<b>Expenditures - Total</b>	<b>91,176</b>	<b>108,703</b>	<b>1,199,547</b>	<b>1,163,793</b>
<b>Net Cost</b>	<b>2,221,176</b>	<b>108,703</b>	<b>1,199,547</b>	<b>1,163,793</b>

# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1794 – CDBG Program Income (Fund 94)

### DEPARTMENT OVERVIEW

Pursuant to State CDBG policy changes effective July 1, 2014, the CDBG Program Income Business Loan budget (1891) and the CDBG Program Income Housing Loan budget (5166) were combined into this new budget unit. The revenue received through FY 16/17 was derived from both housing and business loans. During fiscal year 16/17, the last outstanding business loan was paid in full. All future revenue will come from outstanding housing loans. Loan payments and payoffs accumulate in this fund and must be used pursuant to the terms of the Program Income Reuse Agreement approved by the Board of Supervisors.

If program income exceeds \$35,000 in any fiscal year, it must be used for open grant expenses before grant funds are used. If program income does not exceed \$35,000, the County may keep these funds. There is an open CDBG grant to fund the Clearlake Oaks Sidewalk project. The grant will expire 12/31/18.

### ACCOMPLISHMENTS IN FY 2017-18

- Tracked housing loan payments received and prepared semi-annual program income reports
- Transferred funds to BU 1796 (CDBG Capital Projects) when they exceeded the \$35,000 threshold

### GOALS IN FY 2018-19

- Track housing loan payments received and prepare semi-annual program income reports
- Transfer funds to BU 5164, if under the \$35,000 threshold, at the end of the fiscal year

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1794 – CDBG Program Income

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	42-01	Revenue from Use of Money/Interest – Received on current cash balance
Acct.	80-97	Loans Interim Financing/Priv Sector Loan Rec – Loan payments or loan payoffs received from CDBG housing loans
Acct.	81-31	Residual Equity Transfers – Transfer funds to BU 5164 if under \$35,000

### **Services & Supplies**

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None

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

In FY 17/18 two housing loans paid off in full, for a total of \$45,020. No loan payments have been received this fiscal year, and we do not anticipate any loan payoffs or loan payments in FY 18/19.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 94 Function CDBG Program Income		Budget Unit 1794 - CDBG Projects Activity Special Projects		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	1,512	1,498	200	200
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**MISCELLANEOUS**

79-90 Miscellaneous	5,387	0	0	0
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**OTHER FINANCING SOURCES**

80-97 Priv Sector Loan Rec	27,248	67,391	1,000	1,000
81-23 Out	(232,048)	(68,889)	0	0
81-31 Residual Equity Transfer	(34,147)	0	(1,200)	(1,200)

<b>Revenue - Total</b>	<b>(232,048)</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Net Cost</b>	<b>232,048</b>	<b>0</b>	<b>0</b>	<b>0</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1796 – CDBG Capital Projects (Fund 936)

### DEPARTMENT OVERVIEW

The purpose of this budget unit is to provide funding of capital projects financed by Community Development Block Grants (CDBG). The County currently has two open CDBG grants: for the construction of sidewalks in Clearlake Oaks; and the Anderson Springs Septic to Sewer project.

### ACCOMPLISHMENTS IN FY 2017-18

- The Clearlake Oaks sidewalk project went out to bid in the summer of 2017, and a construction contract was awarded in September, 2017; Construction began April 2, 2018, and it is expected to be completed by October, 2018
- A Homeless Study was completed and should be taken to the Board of Supervisors for approval in May

### GOALS IN FY 2018-19

- Complete the Clearlake Oaks sidewalk project and close the grant
- Complete the over the counter application for the Disaster Recovery NOFA
- Complete the Planning and Technical Assistance Fire Recovery Study

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1796 – CDBG Capital Projects

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 54-90 State Aid/Other – Reimbursements received from State CDBG  
Acct. 80-92 Loans Interim Financing/Interim Financing Rec/Pay – General Fund loans to pay expenses prior To CDBG reimbursement

### **Services & Supplies**

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Acct. 23-30 Prof & Specialized Svcs/General Admin – Payment of General Admin expenses, including reimbursement of staff time  
Acct. 23-31 Prof & Specialized Svcs/ Activity Delivery – Payment for a labor standards compliance contractor

### **Capital Assets**

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Acct. 63-05 Construction in Progress/Sewer Systems – Anderson Springs project  
Acct. 63-09 Construction in Progress/Sidewalks/Curbs/Bike Paths – Clearlake Oaks Safe Routes to School sidewalk project

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 936 Function CDBG-Capital Projects		Budget Unit 1796 - CDBG-Capital Projects Activity Special Projects		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-90 Other	0	0	3,385,397	3,741,561
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**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	0	0	750,000	750,000
80-93 Advance To Other Fund	0	0	(750,000)	(750,000)
81-22 In	232,048	68,889	0	0
81-31 Residual Equity Transfer	4,977	0	0	0
<b>Revenue - Total</b>	<b>237,025</b>	<b>68,889</b>	<b>3,385,397</b>	<b>3,741,561</b>

**SERVICES AND SUPPLIES**

23-30 General Admin	45,935	11,318	97,778	97,778
23-31 Activity Delivery	0	0	198,000	198,000
23-80 Professional & Specialize	15,500	52,357	10,750	10,750

**CONSTRUCTION IN PROGRESS**

63-05 Sewer Systems	0	0	1,924,263	1,924,263
63-09 Sidewalks/Curbs/BikePaths	0	179,576	1,312,000	1,512,000
<b>Expenditures - Total</b>	<b>61,435</b>	<b>243,250</b>	<b>3,542,791</b>	<b>3,742,791</b>

<b>Net Cost</b>	<b>(175,590)</b>	<b>174,361</b>	<b>157,394</b>	<b>1,230</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1892 – Marketing and Economic Development

### DEPARTMENT OVERVIEW

This budget unit promotes the marketing of Lake County as a tourist destination; serves to increase local tourism and commerce; and fosters local economic development.

### ACCOMPLISHMENTS IN FY 2017-18

- Reengaged with tourism stakeholders and renewed collaboration efforts
- Initiated regular tourism stakeholder meetings and quarterly newsletter
- Initiation of a 3-phase strategic economic development plan for focused action
- Initiated proposal to develop a Tourism Improvement District to create a new tourism marketing entity and non-tax funding source for destination marketing with lodging businesses

### GOALS IN FY 2018-19

- Establishment of Tourism Improvement District
- Monitored collection of TOT revenues from Short-Term Rentals
- Identify business attraction incentives for Economic Development
- Enact strategic economic development plan
- Continue productive outreach and collaboration with tourism stakeholders

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1892 – Marketing and Economic Development

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 10-91 Other Taxes/Transient Occupancy – Transient Occupancy Tax  
Acct. 56-30 Other Government Agencies – City of Clearlake, City of Lakeport, Habematolel

### Services & Supplies

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Acct. 23-80 Prof & Specialized Svcs – Marketing and Economic Development initiatives  
Acct. 28-91 Special Departmental Exp/ Advertising & Promotion – Advertising and Promotion (Tourism)  
Acct. 53-54 Other Charges/Law Enforcement – Board Policy from 2004

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

TOT revenues vary year to year. Middletown Rancheria cancelled their marketing contribution but are engaged in the Tourism Improvement District conversations and have expressed their desire to contribute to that entity in its stead.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1892 - Marketing & Econ Dvlpmnt Activity Promotion		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-91 Transient Occupancy	406,843	423,017	475,000	475,000
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**INTERGOVERNMENT REVENUES**

56-30 Other	56,000	53,200	30,000	30,000
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**MISCELLANEOUS**

79-90 Miscellaneous	25,314	3,150	0	0
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<b>Revenue - Total</b>	<b>488,158</b>	<b>479,367</b>	<b>505,000</b>	<b>505,000</b>
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**SALARIES AND BENEFITS**

01-12 Extra Help	18,068	0	0	0
02-21 FICA	497	0	0	0
03-30 Health/Life	0	(1,083)	0	0
03-31 Unemployment	32	0	0	0

**SERVICES AND SUPPLIES**

12-00 Communications	1,084	812	1,000	1,000
15-12 Public Liability	7,083	6,398	2,251	2,251
17-00 Maintenance-Equipment	0	0	50	50
20-00 Memberships	570	570	11,500	11,500
22-70 Supplies	468	316	300	300
22-71 Postage	926	49	50	50
23-80 Professional & Specialize	138,468	86,929	107,799	107,799
23-91 Intra-Div Services	130,000	88,568	86,144	86,144
28-30 Supplies & Services	9,960	66,834	5,800	5,800
28-91 Advertising & Promotion	123,084	83,638	73,540	73,540
29-50 Transportation & Travel	202	25	250	250
53-48 Water Quality Improvement	49,250	47,778	59,316	59,316
53-54 Law Enforcement	150,000	0	150,000	150,000
55-02 Highway Signage	0	0	7,000	7,000

<b>Expenditures - Total</b>	<b>629,691</b>	<b>380,833</b>	<b>505,000</b>	<b>505,000</b>
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<b>Net Cost</b>	<b>141,534</b>	<b>(98,534)</b>	<b>0</b>	<b>0</b>
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# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



## BU 1903 – Department of Public Works Administration

### DEPARTMENT OVERVIEW

The management of the Department of Public Works is provided by this Budget Unit, DPW Administration. The Division includes the Director, the DPW Fiscal Coordinator, an Accountant II, an Account Tech Senior, a Secretary III and a Public Works Service Technician. The Director and Fiscal Coordinator oversee and facilitate the preparation of the eleven General Fund, Special Fund and Special District Budgets within the department for the Board of Supervisors' consideration and subsequently assists in supervising the control of the fiscal appropriations following approval of such budgets.

The Director is responsible to the Board of Supervisors and held accountable for the conduct and activities of the Department, including strategic planning, policy development and implementation. The Fiscal Coordinator's primary responsibility is to oversee the fiscal and clerical segment of the Division.

The fiscal segment of the Division is responsible for the development, implementation and accomplishment of detailed cost accounting, providing billing services, supervising accounts receivable functions, and serving as the focal point for internal and external financial audits. The clerical staff provide point of contact for interaction with the public, both on the phone and at the counter. The clerical staff also handles bid documents, coordination with the Administrative Staff for placing items on the Board agenda, and all tasks associated with Human Resources, including tracking of required trainings and certifications.

### ACCOMPLISHMENTS IN FY 2017-18

- Assisted the State Controller's Office with the completion of the annual audit of the Road Fund with no findings. This annual exercise culminates a year's effort in providing accurate and organized accounting records and its successful completion is a highlight of the fiscal year
- Processed over 400 Service Requests by the public for road maintenance
- Processed consultant invoices and contractor pay requests for multiple project design contracts and three bridge construction projects
- Processed over 60 encroachment permits and nearly 300 transportation permits

### GOALS IN FY 2018-19

- Ensure strict accounting processes are followed to maintain adherence with local, State and Federal fiscal control requirements
- Continue to provide accurate and timely customer service for all aspects of the Department's operations
- Continue managing the various budget units within the Department
- Continue accurate control of Road Division expenditures to ensure all expenditures comply with the requirements of the State Controller's Office

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director

BU 1903 – Department of Public Works Administration

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 66-50 Charges for Services/Auditing & Accounting – The primary source of revenue for this Division is the “sale” of administration services to other Divisions within the Department of Public Works; staff time is tracked for all auditing, accounting and general office services and charged to the appropriate budget unit

### Services & Supplies

Acct. 17-00 Maintenance/Equipment – Cost Accounting Management System annual support agreement  
Acct. 23-80 Professional & Specialized Svcs – County IT support  
Acct. 23-90 Professional & Specialized Svcs/ Administrative Services – County general overhead

### Capital Assets

None

### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The most significant change in this Division’s budget for FY 18/19 is the proposed funding of an Assistant Director of Public Works. The position allocation was included in last year’s budget, however it was unfunded. The Department proposes filling the position this year for the following reasons:

- The work load in the Department merits the additional position
- Additional engineering support is needed within the Department
- The Department needs to begin succession planning for the future



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1903 - Public Works Admin Activity General		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

66-10 Planning & Engineering	4,801	5,941	4,900	4,900
66-50 Auditing & Accounting	596,917	635,058	841,663	841,663
69-20 Other	1	5	5	5

**MISCELLANEOUS**

79-71 Books	16	16	32	32
79-90 Miscellaneous	67	0	0	0

<b>Revenue - Total</b>	<b>601,802</b>	<b>641,019</b>	<b>846,600</b>	<b>846,600</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	280,863	327,728	430,345	430,345
01-13 OT, Holiday, Stby	204	146	0	0
01-14 Other, Term	1,769	2,320	2,320	2,320
02-21 FICA	20,337	23,562	33,099	33,099
02-22 PERS	41,512	52,729	76,434	76,434
03-30 Health/Life	57,592	65,100	75,004	75,004
03-31 Unemployment	1,044	849	3,026	3,026
04-00 Worker's Compensation	2,936	2,048	2,167	2,167

**SERVICES AND SUPPLIES**

12-00 Communications	3,528	3,601	5,520	5,520
15-12 Public Liability	7,083	6,398	6,356	6,356
15-13 Fire & Allied Cvrsgs	795	810	1,205	1,205
17-00 Maintenance-Equipment	9,446	9,275	12,380	12,380
18-00 Maint-Bldgs & Imprvmnts	0	0	500	500
20-00 Memberships	1,100	1,106	1,589	1,589
22-70 Supplies	15,585	13,570	20,000	20,000
22-71 Postage	1,782	1,317	4,000	4,000
22-72 Books & Periodicals	0	0	450	450
23-80 Professional & Specialize	7,283	7,608	16,325	16,325
23-90 Administrative Services	121,541	101,101	132,241	132,241
24-00 Publications & Legal Ntcs	0	69	500	500
28-30 Supplies & Services	417	1,664	7,645	7,645
29-50 Transportation & Travel	2,469	2,098	5,450	5,450
29-51 Cent. Gar.-Pool Mlg ONLY	4,233	4,379	6,720	6,720
38-00 Inventory Items	1,426	3,238	3,325	3,325

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(1,047)	0	0	0
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<b>Expenditures - Total</b>	<b>581,898</b>	<b>630,716</b>	<b>846,601</b>	<b>846,601</b>
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<b>Net Cost</b>	<b>(19,904)</b>	<b>(10,304)</b>	<b>1</b>	<b>1</b>
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# INFORMATION TECHNOLOGY

SHANE FRENCH, Director



## BU 1904 – Information Technology

### DEPARTMENT OVERVIEW

The Information Technology Department acts as a strategic partner to all County agencies in the development, implementation, support and maintenance of the County's technology infrastructure. The department's eleven (11) employees perform work that can be classified into five broad categories: Desktop Computer Support, Network and Infrastructure Support, Software Development and Support, Geographical Information Systems (GIS) Support, and Telecommunications support for voice-over-internet-protocol systems.

The Desktop Support function maintains hardware and software for over 750 desktop computers, and associated printers. Network and Infrastructure supports miles of copper and fiber optic cabling, over 100 servers, and the Wide Area Network (WAN) connections for more than 50 remote sites providing government services throughout the County. In addition, this function coordinates the County's internet presence and connections to State and Federal agencies.

Software Development and Support is primarily responsible for providing technical assistance to agencies in managing the County's myriad of software solutions with private-sector software providers, which are the County's primary source of business software solutions. In addition, the software team develops and supports a small amount of custom software for various agencies.

The telephone support role involves the support of the County's Voice Over Internet Protocol (VOIP) phone system used in most county office locations. Finally, our GIS Specialist provides support for and maintains the County's investment in GIS data. As a group, the department provides technical assistance and consultation to all of the various agencies in support of their technology initiatives.

This budget unit is funded by General Fund discretionary revenues with reimbursement for services provided to self-funded departments.

### ACCOMPLISHMENTS IN FY 2017-18

- Implemented new core network infrastructure
- Implemented countywide video conferencing
- Greatly increased performance of server infrastructure

# INFORMATION TECHNOLOGY

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SHANE FRENCH, Director  
BU 1904 – Information Technology

## GOALS IN FY 2018-19

- Increase security of county systems and taxpayer data
- Facilitate opportunities for collaboration between county departments
- Facilitate better customer service to the public through technology

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct.	66-52	Charges for Services/Data Processing Services – Charges to self-funded departments, public
Acct.	69-20	Other Current Services – GIS services and other public billing

### Services & Supplies

Acct.	17-00	Maintenance/Equipment – Maintenance of various IT systems
Acct.	28-30	Special Departmental Exp/Supplies & Services – Ongoing costs for software and service agreements

### Capital Assets

Acct.	62-71	Equipment/Office – Hardware and software systems
Acct.	62-72	Equipment/Autos & Light Trucks – New vehicles

### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

We are requesting funding to upgrade the county's e-mail system this year and funding to update network equipment for General Fund departments.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1904 - Information Technology Activity General		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

66-52 Data Processing Charges	458,576	291,705	344,370	344,370
69-20 Other	693	731	750	750

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	1,651	0	0	0
<b>Revenue - Total</b>	<b>460,920</b>	<b>292,437</b>	<b>345,120</b>	<b>345,120</b>

**SALARIES AND BENEFITS**

01-11 Permanent	533,657	545,616	691,488	691,488
01-12 Extra Help	6,466	0	0	0
01-13 OT, Holiday, Stby	27,344	23,574	33,700	33,700
01-14 Other, Term	6,108	1,142	0	0
02-21 FICA	43,157	43,576	53,518	53,518
02-22 PERS	79,136	87,813	122,815	122,815
03-30 Health/Life	72,109	63,476	76,644	76,644
03-31 Unemployment	1,613	1,709	4,891	4,891
03-32 Opt Out	933	3,933	7,200	7,200
04-00 Worker's Compensation	11,074	5,088	4,828	4,828

**SERVICES AND SUPPLIES**

12-00 Communications	41,464	33,443	35,820	35,820
15-12 Public Liability	2,743	2,388	2,363	2,363
15-13 Fire & Allied Cvrsgs	228	246	366	366
17-00 Maintenance-Equipment	81,981	85,939	81,000	81,000
18-00 Maint-Bldgs & Imprvmts	0	429	0	0
22-70 Supplies	1,975	1,462	1,800	1,800
22-71 Postage	166	297	400	400
22-72 Books & Periodicals	0	67	200	200
23-80 Professional & Specialize	4,998	21,301	4,000	4,000
26-00 Rents & Leases-Bldg & Imp	852	952	1,000	1,000
27-00 Small Tools & Instruments	345	132	1,000	1,000
28-30 Supplies & Services	118,897	141,578	104,450	104,450
28-31 Geographical Inform Sys	8,840	8,872	9,250	9,250
29-50 Transportation & Travel	3,359	2,105	2,000	2,000
29-51 Cent. Gar.-Pool Mlg ONLY	4,204	4,179	4,500	4,500
38-00 Inventory Items	2,142	3,382	13,500	13,500

**CAPITALIZED ASSETS**

62-71 Office	141,549	129,165	126,500	126,500
62-72 Autos & Light Trucks	0	0	35,000	35,000
<b>Expenditures - Total</b>	<b>1,195,340</b>	<b>1,211,865</b>	<b>1,418,233</b>	<b>1,418,233</b>

<b>Net Cost</b>	<b>734,421</b>	<b>919,428</b>	<b>1,073,113</b>	<b>1,073,113</b>
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# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



## BU 1908 – Engineering and Inspection

### DEPARTMENT OVERVIEW

This budget unit was established to fund the activities of the Engineering and Inspection Division. Revenues are received from the recipients of this Division's services as well as a general county fund contribution for the Surveyor functions.

The Design Engineering segment provides for the design or oversight of contracted professional services for a wide variety of Public Works projects serving county roads, bridges, drainage structures, bikeways, pedestrian facilities, parks, county building improvements and modifications, support facilities and other engineering or architectural needs.

The Construction Supervision segment provides contract administration for all county capital investments -- roads, buildings, airport, flood control projects -- to assure conformance to the plans, specifications and county standards. This segment also inspects improvements to assure compliance to the approved plans and specifications that are constructed with private capital, some of which may eventually be operated and maintained by the county (i.e. - land development improvements, such as streets and utilities).

The Surveyor segment is responsible for checking and processing of Parcel and Subdivision Maps, Final Maps, and Records of Survey for accuracy and compliance with county ordinances and with the Subdivision Map Act of the State of California. Additionally, staff reviews and recommends conditions to the Community Development Department on all tentative parcel and subdivision maps, voluntary mergers, lot line adjustments, waivers, zoning maps, certificates of compliance, and related proposals. They also prepare related agreements and resolutions for Board of Supervisors' approval. The Surveyor segment is responsible for the preparation of maps and legal descriptions for fee title deeds and easements for a variety of public works projects; and for the formation of, or boundary changes for, special Service Areas, Maintenance Districts, Assessment Districts, and jurisdictional boundaries such as Supervisorial Districts. This segment also oversees the County Master Address Grid System, processes request for naming of roads and road name changes.

The "Property Services" segment includes the obtaining of professional property appraisals, developing agreements with property owners or their agent's relative to purchase of land and easements for public improvement purposes. This segment negotiates and formalizes leases of county facilities (airports) and manages such leases. Additionally, staff processes those actions necessary to dispose of surplus county property, easements, and similar assets.

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director

BU 1908 – Engineering and Inspection

The Traffic Engineering and Transportation Planning segment provides traffic engineering services including the maintenance of a traffic accident database, countywide speed and volume studies, participates in the Traffic Advisory Committee (TRAC), researches and responds to traffic regulatory requests (speed limits, stop sign, etc.), reviews land development proposals as they impact traffic safety and operations, investigates and makes recommendations on the elimination of hazardous road conditions, reviews transportation permit applications, and provides staff with information for use in designing road projects. It also pursues various transportation grant funds to improve traffic safety within the county road system.

## ACCOMPLISHMENTS IN FY 2017-18

- Began construction of the Clearlake Oaks Pedestrian Improvement project
- Completed the construction of the Harbin Springs Bridge Replacement project
- Completed design of the Mockingbird Lane Bridge Replacement project
- Completed design of two sign and striping safety improvement projects
- Successfully hired additional consultants for several additional bridge design projects
- Completed project close-out requirements on several bridge construction projects, including an FHWA audit on one project that ended with no findings

## GOALS IN FY 2018-19

- Complete construction on the Clearlake Oaks Pedestrian Improvement project
- Complete construction of the Mockingbird Lane Bridge Replacement project
- Work with our consultant to complete design of the Socrates Mine Road Storm Damage Repair projects
- Work with our consultant to complete design of the South Main Street/Soda Bay Road underground utility portion of the corridor improvement project
- Complete the design of pedestrian projects in Upper Lake and Middletown
- Complete design of the Hill Road Slide Repair project
- Complete the environmental clearance for Bartlett Springs Road Bridge over Cache Creek (Bridge 14C-0107) for possible late summer to early fall bid advertisement. Project is also pending changing the programmed funding to the current federal fiscal year
- Construct the Konocti Road Safe Routes to School sidewalk project
- Complete construction of FMAG Culverts are to be constructed by end of September 2018
- Work with our consultants to complete the design for First Street Bridge over Clover Creek (Bridge 14C-0015), Clayton Creek Road Bridge over Clayton Creek (Bridge 14C-0031), and Witter Springs Road Bridge over Cooper Creek (Bridge 14C-0119) for construction next year, pending funding availability

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director  
BU 1908 – Engineering and Inspection

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 66-50 Charges for Services/Auditing & Accounting – The primary source of revenue for this Division is the “sale” of engineering services to other Divisions within the Department of Public Works, and occasionally to other Departments in the County. Staff time is tracked for all auditing, accounting and general office services and charged to the appropriate budget unit.

### Services & Supplies

Acct. 23-85 Professional & Specialized Svcs/DPW Services – Cost for DPW Admin Services  
Acct. 23-90 Professional & Specialized Svcs/ Administrative Services – County general overhead

### Capital Assets

Acct. 62-71 Equipment/Office – Nikon NPL-322 Total Station

### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 1908 - Engineering & Inspection Activity General		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-30 Road Privileges & Permit	41,354	33,338	50,000	50,000
21-60 Other	3,696	2,931	2,000	2,000

**CHARGES FOR SERVICES**

66-10 Planning & Engineering	854,670	801,331	1,060,035	1,060,035
66-11 Subdivision Insp Fees	579	3,166	4,500	4,500

**MISCELLANEOUS**

79-73 Surveyor Maps	5,028	3,836	5,600	5,600
79-90 Miscellaneous	9	9	5	5
79-91 Cancelled Checks	162	0	0	0
79-93 Insurance Proceeds	960	0	0	0

<b>Revenue - Total</b>	<b>906,458</b>	<b>844,611</b>	<b>1,122,140</b>	<b>1,122,140</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	623,471	593,614	768,608	770,988
01-12 Extra Help	10,774	2,369	25,200	25,200
01-13 OT, Holiday, Stby	7,768	51	3,000	3,000
01-14 Other, Term	7,543	748	4,253	4,253
02-21 FICA	48,784	44,957	60,230	60,412
02-22 PERS	92,095	95,525	136,513	136,936
03-30 Health/Life	70,147	74,875	96,551	96,551
03-31 Unemployment	2,018	1,978	5,586	5,603
03-32 Opt Out	3,533	2,400	2,400	2,400
04-00 Worker's Compensation	13,344	16,233	12,091	12,091

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	0	359	800	800
12-00 Communications	359	370	600	600
15-12 Public Liability	7,083	6,459	6,414	6,414
17-00 Maintenance-Equipment	3,802	3,091	5,735	5,735
20-00 Memberships	1,031	1,085	1,675	1,675
22-72 Books & Periodicals	60	51	2,200	2,200
23-80 Professional & Specialize	9,810	10,063	13,730	13,730
23-85 DPW Services	49,638	52,373	80,143	80,143
23-90 Administrative Services	21,512	10,714	11,993	11,993
24-00 Publications & Legal Ntcs	69	448	500	500
27-00 Small Tools & Instruments	603	113	1,700	1,700
28-30 Supplies & Services	3,275	2,720	15,620	15,620
29-50 Transportation & Travel	430	492	3,600	3,600
29-51 Cent. Gar.-Pool Mlg ONLY	16,550	14,615	25,000	25,000
38-00 Inventory Items	1,323	2,459	4,000	4,000

**CAPITALIZED ASSETS**

62-71 Office	0	0	6,000	6,000
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**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(1,704)	0	0	0
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<b>Expenditures - Total</b>	<b>993,318</b>	<b>938,160</b>	<b>1,294,142</b>	<b>1,297,144</b>
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<b>Net Cost</b>	<b>86,860</b>	<b>93,549</b>	<b>172,002</b>	<b>175,004</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 1918 – Geothermal Resource Royalties (Fund 118)

### DEPARTMENT OVERVIEW

This budget unit is used to account for geothermal resource royalty payments received from the federal and State government. This is a non-General Fund revenue source. The portion of these revenues received from the State are commonly referred to as AB 1905 funds and have some restrictions.

Programs funded through this budget consist of projects to mitigate the impact of geothermal development, park acquisition, maintenance and preservation, planning and resource management and various other special projects.

Revenues have been in decline for several years even prior to the Valley Fire and are expected to continue their downward trend. This continuing decline will impact several programs in the FY 2018-19 budget as detailed below (Changes from Prior Year).

Additionally, as of budget preparation, the federal share of royalties had been eliminated from the prospective federal budget although our congressional representatives are continuing their diligent efforts to convince the Interior Department to restore the funding. In prior years, their efforts have been successful. Consequently, the estimated revenue in this year's recommended budget anticipates that federal geothermal royalty direct payments will continue through the entire fiscal year. If federal royalty payments are reduced or eliminated by Congress, additional budget reductions will need to be made to this budget unit.

### GOALS IN FY 2018-19

- Complete sealing of Middletown Library/Senior Center parking lot
- Continue efforts to secure on-going allocation of federal royalty payments

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 1918 – Geothermal Resource Royalties

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	54-90	State Aid/Other – Geothermal Royalties allocated to the County by the State
Acct.	56-01	Other Federal/Other – Geothermal Royalties allocated to the County directly from the Federal Government

### Services & Supplies

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Acct.	28-30	Special Departmental Exp/Supplies & Services – Community projects for direct mitigation of geothermal development impacts
Acct.	53-48	Other Charges/Water Quality Improvement – Clear Lake Algae, Aquatic Weed, and Quagga Mussel Initiatives

### Capital Assets

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Acct.	61-69	Bldgs & Imp/Prior Year – Lower Lake Museum-earthquake retrofit and Middletown Library/Senior Center-sealing parking lot
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### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The appropriation for Clear Lake Algae, Aquatic Weed and Quagga Mussel programs reduced from \$175,000 to \$125,000. The operation transfer to support Parks has been reduced from \$440,000 to \$400,000. The appropriation for support of Middletown Sheriff Patrol Services has been eliminated (\$100,000).

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 118 Function Geo Resource Royalties		Budget Unit 1918 - Geo Resource Royalties Activity General		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	9,060	6,419	10,000	10,000
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**INTERGOVERNMENT REVENUES**

54-90 Other	456,742	491,618	425,000	425,000
56-01 Other	695,995	720,205	710,000	710,000
56-30 Other	18,324	15,117	17,000	17,000

**MISCELLANEOUS**

79-90 Miscellaneous	606	0	0	0
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**OTHER FINANCING SOURCES**

80-99 Subsequent Yr Adv Repay	3,900	18,000	0	0
81-23 Out	(934,566)	(982,566)	(675,000)	(675,000)

<b>Revenue - Total</b>	<b>250,061</b>	<b>268,793</b>	<b>487,000</b>	<b>487,000</b>
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**SERVICES AND SUPPLIES**

15-12 Public Liability	2,361	2,133	2,119	2,119
18-00 Maint-Bldgs & Imprvmnts	322	0	0	0
23-80 Professional & Specialize	0	0	30,000	30,000
23-91 Intra-Div Services	20,000	20,000	20,000	20,000
28-30 Supplies & Services	116,794	130,496	372,316	372,316
53-48 Water Quality Improvement	148,957	121,839	125,000	125,000
53-50 Resource Management	60,000	60,000	125,000	125,000
53-54 Law Enforcement	100,000	100,000	0	0
53-60 Park Improvements	18,879	0	0	0
53-90 Library & Community Svcs	50,000	35,000	35,000	35,000
55-07 Community Revitalization	0	0	254,314	216,918

**CAPITALIZED ASSETS**

61-69 Prior	6,240	0	112,647	112,647
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<b>Expenditures - Total</b>	<b>523,553</b>	<b>469,468</b>	<b>1,076,396</b>	<b>1,039,000</b>
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<b>Net Cost</b>	<b>273,492</b>	<b>200,675</b>	<b>589,396</b>	<b>552,000</b>
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# AUDITOR-CONTROLLER/COUNTY CLERK

CATHY SADERLUND, Auditor-Controller/County Clerk



## BU 1920 – Disaster Response and Recovery (Fund 110)

### DEPARTMENT OVERVIEW

The Auditor-Controller/County Clerk is a consolidated office of the County Clerk and the Auditor-Controller. The duties and functions of these offices are addressed separately in Government Code. Functions of the Auditor-Controller and County Clerk are described in Form 1 – BU 1121 Auditor-Controller/County Clerk.

As a result of the significant disaster cycle the County began during the summer of 2015 with the Rocky, Jerusalem and Valley Fires, the Disaster Response and Recovery budget unit was established to assist with tracking and claiming of General Fund obligations as they relate to disaster.

This budget unit provides a mechanism to capture General Fund costs for disaster, as well as to assist those departments such as Roads and Special Districts for disaster infrastructure related costs that cannot effectively be captured within those respective department budgets.

Due to the complicated and laborious disaster claiming process, active disasters include the Rocky, Jerusalem and Valley Fires in the summer of 2015, the Clayton Fire in the summer of 2016, the Winter Storm events of 2017, and the Sulphur Fire of 2017. These disasters have varying funding sources, including Federal Fire Management Assistance Grant (FMAG), California Disaster Assistance Act (CDAA) grant, and Federal Public Assistance (PA) grant monies.

Funding for this budget was initially through a transfer of \$2,150,000 from General Fund sources in fiscal year 2015/2016. This provided the seed money to manage the reimbursement nature of federal and state disaster funding sources, and was intended to address a portion of the required County share of cost that ranges from 2.5% to 25% of eligible costs. Any costs deemed ineligible are a 100% County cost. There are many ongoing and evolving projects related to these disasters and the cumulative estimate of all disasters currently in progress is \$18,545,223, which includes \$5,230,844 in funds outside this budget unit. We have received \$6,454,845 in Federal disaster assistance, \$2,275,983 in State disaster assistance and \$251,154 in State Administrative cost reimbursement in this budget unit, and County insurance payments totaling \$1,986,657. The minimum County cost based on the cumulative estimate will range from \$1,159,076 to \$4,636,306 of eligible costs. As projects are developed, more accurately estimated, and necessity is determined, County cost will adjust accordingly.

### ACCOMPLISHMENTS IN FY 2017-18

- Continued submitting Valley Fire ongoing project claims
- Coordinated disaster finance claiming for Winter Storms
- Coordinated disaster finance recovery for Sulphur Fire. Prepared IDE, List of Projects, cost claims, entered and monitored all claiming in the FEMA portal

# AUDITOR-CONTROLLER/COUNTY CLERK

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CATHY SADERLUND, Auditor-Controller/County Clerk  
BU 1920 – Disaster Response and Recovery

- Provided significant support to our neighboring counties for finance recovery as a result of the Fire Storms of 2017
- Tracking and monitoring of six major disasters – Rocky Fire, Jerusalem Fire, Valley Fire, Clayton Fire, Winter Storms 2017 (two separate incident periods and claiming), Sulphur Fire
- Did not use the authorized General Fund reserves, cash flow was managed by continual claiming

## GOALS IN FY 2018-19

- Close out Rocky Fire
- Close out Jerusalem Fire
- Close out all completed Valley Fire projects
- Close out all completed Clayton Fire projects
- Close out all completed Winter Storm 2017 projects
- Close out all completed Sulphur Fire projects

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct.	54-40	State Aid/Disaster Relief – Reimbursement from the State for eligible disaster related costs
Acct.	55-40	Other Federal/Disaster Relief – Federal reimbursement for eligible disaster related costs

### Services & Supplies

Acct.	23-64	Prof & Specialized Svcs/Valley Fire Svcs & Supplies – Service and Supplies cost for Valley Fire
Acct.	23-65	Prof & Specialized Svcs/Valley Fire Labor In-House – Labor costs for Valley Fire
Acct.	23-66	Prof & Specialized Svcs/Clayton Fire Svcs & Supplies – Service and Supplies cost for Clayton Fire
Acct.	23-67	Prof & Specialized Svcs/Clayton Fire Labor In-House – Labor costs for Clayton Fire
Acct.	23-69	Prof & Specialized Svcs/Winter Storms Labor In-House – Labor costs for Winter Storms 2017
Acct.	23-70	Prof & Specialized Svcs/Sulphur Fire Svcs & Supplies – Service and Supply costs for Sulphur Fire
Acct.	23-71	Prof & Specialized Svcs/Sulphur Fire Labor In-House – Labor costs for Sulphur Fire

### Capital Assets

None

### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This budget will expand and contract based on disasters as they occur.

Once the County can establish some stability in a reduction in the number of disasters in progress, this budget unit should remain as a financing, tracking and monitoring tool for future disaster planning and an adequate fund balance should be maintained to address future potential disaster County cost share.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 110 Function Disaster Response & Recov		Budget Unit 1920 - Disaster Response/Recover Activity General		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	7,627	21,741	2,000	2,000
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	344,490	27,581	73,290	1,048,645
55-40 Disaster Relief	1,124,272	98,886	365,771	4,267,189

**MISCELLANEOUS**

79-89 Priv Ins Debris Proceeds	0	10,377,181	0	0
79-91 Cancelled Checks	13,715	0	0	0
79-93 Insurance Proceeds	4,615	449,695	0	0

**OTHER FINANCING SOURCES**

81-22 In	0	0	0	2,325,118
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<b>Revenue - Total</b>	<b>1,494,719</b>	<b>10,975,084</b>	<b>441,061</b>	<b>7,642,952</b>
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**SERVICES AND SUPPLIES**

23-60 Rocky Fire-Svcs & Suppl	54,190	0	0	0
23-61 Rocky Fire-Labor in-house	165,107	0	0	0
23-64 Valley Fire-Svcs & Suppl	747,835	769,772	100,000	100,000
23-65 Valley Fire-Labor in-hous	70,099	59,927	180,000	180,000
23-66 Clayton Fire-Svcs & Suppl	96,738	0	2,061	2,061
23-67 Clayton Fire-Labor in-hse	0	1,462	76,000	76,000
23-69 Winter Storms 2017-Labor	0	2,192	5,000	5,000
23-70 Sulphur Fire-S & S	0	1,075	2,000	2,000
23-71 Sulphur Fire-Labor	0	9,861	76,000	76,000
23-72 Pawnee Fire- S & S	0	1,342	0	100,000
23-73 Pawnee Fire-Inhouse Labor	0	0	0	36,282
23-74 RiverRanch Fire-S&S	0	0	0	4,000,000
23-75 RiverRanch Fire-Labor	0	0	0	1,065,609

<b>Expenditures - Total</b>	<b>1,133,969</b>	<b>845,632</b>	<b>441,061</b>	<b>5,642,952</b>
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<b>Net Cost</b>	<b>(360,750)</b>	<b>(10,129,452)</b>	<b>0</b>	<b>(2,000,000)</b>
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# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer



## BU 2101 – Trial Courts

### DEPARTMENT OVERVIEW

The purpose of this budget unit is to receive revenues from the collection of court imposed fines and fees, a portion of which are then paid to the State as required by State law. The other function of this budget unit is to appropriate money and receive State reimbursement for County costs related to the transfer of court facilities.

This budget unit receives revenues from the collection of court-imposed fines and fees, which are deposited into the General Fund. This budget also receives reimbursement from the Superior Court for the cost of providing mailroom services and reimbursement from the State for maintenance and operating costs of the fourth floor of the Courthouse.

### ACCOMPLISHMENTS IN FY 2017-18

- All State payments were made on time

### GOALS IN FY 2018-19

- Efficiently receive court fines and fees and then dispersing said revenue

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 2101 – Trial Courts

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	31-70	Fines, Forfeits, Penalties/Vehicle Code Fines – Vehicle Code Fines
Acct.	31-91	Fines, Forfeits, Penalties/Traffic School Bail – Traffic School Bail
Acct.	66-91	Charges for Services/Recording Fees – Recording Fees

### Services & Supplies

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Acct.	23-91	Prof & Specialized Svcs/Intra-Div Services – Pass thru reimbursement from the Administrative Office of the Court (AOC) to Behavioral Health
Acct.	52-10	Other Charges/Contrib. to Non-Co Gov Agen – MOE and CFP Payments to the State

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

In FY 08/09 the net benefit (revenues less appropriations) to the General Fund from this budget unit was \$567,713; in FY 09/10 it was \$388,515; in FY 10/11 it was \$391,287; in FY 11/12 it was \$351,011; in FY 12/13 it was \$300,552; in FY 13/14 it was \$358,189; FY 14/15 it was \$283,685; FY 15/16 it was \$222,096; FY 16/17 it is was \$287,039; FY 17/18 it is estimated to be \$253,500; and FY 18/19 is estimated to be \$230,886.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2101 - Trial Courts Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-70 Vehicle Code Fines	210,780	151,598	160,000	160,000
31-82 Criminal Fines	4,454	13,205	5,000	5,000
31-83 Parking Fines	122	183	200	200
31-90 Forfeitures & Penalties	79,686	76,249	79,000	79,000
31-91 Traffic School Bail	122,595	111,351	115,000	115,000

**INTERGOVERNMENT REVENUES**

54-90 Other	71,199	71,046	73,436	73,436
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**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	2,862	2,758	2,650	2,650
66-80 Law Enforcement Services	819	579	600	600
66-91 Recording Fees	53,050	51,613	50,000	50,000
67-50 Court Fees and Costs	3,432	3,168	3,100	3,100
67-63 Admin Screen/Cite Process	1,868	1,847	1,900	1,900
67-64 Traffic School Fee	20,335	21,769	21,000	21,000
69-20 Other	4,657	0	5,000	5,000
<b>Revenue - Total</b>	<b>575,860</b>	<b>505,365</b>	<b>516,886</b>	<b>516,886</b>

**SERVICES AND SUPPLIES**

23-91 Intra-Div Services	2,798	3,604	3,500	3,500
52-10 Contib to Non-Co Gov Agen	286,022	276,158	282,658	282,658
<b>Expenditures - Total</b>	<b>288,820</b>	<b>279,762</b>	<b>286,158</b>	<b>286,158</b>

<b>Net Cost</b>	<b>(287,040)</b>	<b>(225,603)</b>	<b>(230,728)</b>	<b>(230,728)</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 2106 – Grand Jurors

### DEPARTMENT OVERVIEW

The Lake County Grand Jury is a State mandated function that the County General Fund is required to finance. The Grand Jury serves as a group of impartial citizens that review the work of the County, cities, schools, special districts, and other local agencies to determine whether they can be made more efficient, effective and responsive to the needs of our community.

### ACCOMPLISHMENTS IN FY 2017-18

- Completion of 2017-18 Grand Jury report

### GOALS IN FY 2018-19

- Completion of 2017-18 Grand Jury report

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

None

#### Services & Supplies

Acct. 16-00 Jury & Witness Expense – Per diem for volunteer Grand Jurors

Acct. 29-50 Transportation & Travel – Mileage reimbursement for volunteer Grand Jurors

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2106 - Grand Jurors Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**MISCELLANEOUS**

79-90 Miscellaneous	5	0	0	0
79-91 Cancelled Checks	0	176	0	0
<b>Revenue - Total</b>	<b>5</b>	<b>176</b>	<b>0</b>	<b>0</b>

**SERVICES AND SUPPLIES**

12-00 Communications	1,531	1,628	1,650	1,650
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	34	40	60	60
16-00 Jury & Witness Expense	28,815	32,100	30,000	30,000
17-00 Maintenance-Equipment	245	0	50	50
22-70 Supplies	2,974	3,606	3,171	3,171
22-71 Postage	92	97	150	150
28-30 Supplies & Services	2,431	2,249	3,000	3,000
29-50 Transportation & Travel	27,765	23,818	24,500	24,500
38-00 Inventory Items	85	0	300	300
<b>Expenditures - Total</b>	<b>66,333</b>	<b>65,672</b>	<b>65,000</b>	<b>65,000</b>
<b>Net Cost</b>	<b>66,328</b>	<b>65,496</b>	<b>65,000</b>	<b>65,000</b>

# DISTRICT ATTORNEY

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DON ANDERSON, District Attorney



## BU 2110 – District Attorney

### DEPARTMENT OVERVIEW

At a time when the emphasis is on keeping criminals out of jail and minimizing criminal activity, the members of the District Attorney's Office are attempting to secure the public safety through aggressive prosecution and investigation. Keeping in mind the hardships facing some citizens the District Attorney's Office uses the amount of compassion and understanding necessary to formulate a disposition that serves the purpose of Justice for all involved.

### ACCOMPLISHMENTS IN FY 2017-18

- Maintained a high volume of cases while still achieving a high conviction rate
- Successfully prosecuted many high profile cases, including homicides and human trafficking
- Advanced our use of modern technology in crime scene investigations

### GOALS IN FY 2018-19

- Actively prosecute violent and serious felony crimes to the fullest extent that is just
- Prosecute misdemeanor crimes with the intent of rehabilitation on minor offenses
- Secure a high conviction rate
- Investigate criminal activity fairly and thoroughly
- Aid victims of crime assuring they secure their rights as victims
- Take a more proactive approach to criminal investigations

# DISTRICT ATTORNEY

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DON ANDERSON, District Attorney  
BU 2110 – District Attorney

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	54-02	State Aid/Local Comm. Corrections – Funding available via AB 109, allocated by CCP
Acct.	54-04	State Aid/DA & Public Defender – Post Release Community Service funds via AB 109
Acct.	54-90	State Aid/Other – Vehicle Theft Allocations from \$1.00 DMV surcharge

### **Services & Supplies**

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Acct.	17-00	Maintenance/Equipment – Maintenance of new case management system, department-owned vehicles, and investigative equipment
Acct.	22-72	Office Expense/Books & Periodicals – Licenses for our online legal research service; updating hard bound legal books and reference materials

### **Capital Assets**

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Acct.	62-79	Equipment/Prior Year – Case Management Software
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### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The most significant increases in our budget are payroll related expenses such as PERS, despite a reduction in salaries and wages.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 2110 - District Attorney Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-10 Development Permits	76	364	0	0
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**FINES, FORFEIT, PENALTIES**

31-82 Criminal Fines	53	1	0	0
31-90 Forfeitures & Penalties	0	2,500	0	0

**INTERGOVERNMENT REVENUES**

54-01 Supplemental Law Enf Svcs	18,214	18,128	19,000	19,000
54-02 Local Comm. Corrections	148,000	148,000	148,000	148,000
54-04 DA & Public Defender	42,415	42,736	36,000	36,000
54-90 Other	183,364	80,297	72,000	72,000
56-01 Other	0	607	0	0

**CHARGES FOR SERVICES**

67-55 Court Civil Assessments	9,782	60,661	0	0
68-80 Educational Svcs (POST)	2,836	0	1,000	1,000

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	777	0	0	0
79-90 Miscellaneous	9,975	6,012	13,000	13,000
79-91 Cancelled Checks	631	22	0	0

<b>Revenue - Total</b>	<b>416,123</b>	<b>359,328</b>	<b>289,000</b>	<b>289,000</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	2,259,516	1,998,620	2,082,629	2,082,629
01-12 Extra Help	41,384	70,628	84,381	84,381
01-13 OT, Holiday, Stby	13,474	24,159	7,796	7,796
01-14 Other, Term	82,300	58,541	40,755	40,755
02-21 FICA	173,499	154,650	164,877	164,877
02-22 PERS	366,035	366,723	441,015	441,015
03-30 Health/Life	251,791	226,387	259,119	259,119
03-31 Unemployment	5,788	5,913	14,284	14,284
03-32 Opt Out	11,925	12,000	12,000	12,000
04-00 Worker's Compensation	78,417	63,055	26,370	26,370

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	2,361	1,972	2,500	2,500
12-00 Communications	7,243	7,499	8,724	8,724
15-12 Public Liability	77,149	37,891	6,048	6,048
15-13 Fire & Allied Cvrgrs	1,235	1,629	2,344	2,344
16-00 Jury & Witness Expense	5,993	2,723	9,000	9,000
17-00 Maintenance-Equipment	19,120	15,523	53,625	53,625
18-00 Maint-Bldgs & Imprvmts	3,896	541	200	200
20-00 Memberships	10,518	10,557	10,870	10,870
22-70 Supplies	23,926	26,204	21,685	21,685
22-71 Postage	1,500	1,555	1,150	1,150
22-72 Books & Periodicals	37,561	36,315	37,520	37,520
23-80 Professional & Specialize	20,616	28,572	17,780	17,780
24-00 Publications & Legal Ntcs	0	0	150	150
26-00 Rents & Leases-Bldg & Imp	8,400	8,400	8,400	8,400
28-30 Supplies & Services	6,004	12,304	10,400	10,400
28-34 D.A.	1,927	223	1,500	1,500
28-36 P.O.S.T. Training	5,633	2,955	4,000	4,000
29-50 Transportation & Travel	28,636	28,053	21,500	21,500

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2110 - District Attorney Activity Judicial			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
29-51	Cent. Gar.-Pool Mlg ONLY	12,576	8,474	8,400	8,400
38-00	Inventory Items	3,399	3,775	2,000	2,000
48-00	Taxes & Assessments	3	3	3	3
CAPITALIZED ASSETS					
62-79	Prior Years	0	0	200,000	200,000
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(106,501)	(50,780)	(140,000)	(140,000)
Expenditures - Total		3,455,323	3,165,065	3,421,025	3,421,025
Net Cost		3,039,200	2,805,737	3,132,025	3,132,025

# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 2111 – Public Defender

### DEPARTMENT OVERVIEW

Pursuant to State and federal law, legal representation must be provided to indigents who, in the opinion of the Court, do not have the financial resources to retain the services of a private attorney. The Administrative Office administers a contract with Lake Indigent Defense to provide these services.

Lake Indigent Defense became the County's contractor in May 2017, replacing the longstanding Lake Legal Defense Services (LLDS) contract that expired after almost twelve years. In February 2018, Lake Indigent Defense successfully restructured when one of the partners was appointed Superior Court Judge.

In addition to payments to Lake Indigent Defense, this budget includes money for court ordered payments to provide ancillary services including expert witness fees, medical examinations, forensic testing and the cost of court appointed attorneys that are required when contract public defenders have conflicts with the case.

The General Fund provides the majority of funding for this budget unit. Pursuant to AB 109, the Public Safety Realignment Act and AB 118, Realignment 2011, the State provides money for revocation hearings of Post-Release Community Supervision persons.

### ACCOMPLISHMENTS IN FY 2017-18

- Successfully transitioned to new partnership with the exit one of the partners

### GOALS IN FY 2018-19

- Through the Public Defender Oversight Committee, develop and implement procedures for determining indigency



# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 2111 – Public Defender

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 54-04 State Aid/DA & Public Defender – Sales Tax

### Services & Supplies

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Acct. 23-80 Prof & Specialized Svcs – Expert witness, investigation, etc.

Acct. 23-98 Prof & Specialized Svcs/ Attorney Contracts – Attorney contract (Lake Indigent Defense)

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2111 - Public Defender Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-04 DA & Public Defender	42,415	42,736	36,000	36,000
<b>Revenue - Total</b>	<b>42,415</b>	<b>42,736</b>	<b>36,000</b>	<b>36,000</b>

**SERVICES AND SUPPLIES**

15-12 Public Liability	2,361	2,133	2,119	2,119
23-80 Professional & Specialize	264,739	200,336	201,514	201,514
23-91 Intra-Div Services	7,500	7,500	10,000	10,000
23-98 Attorney Contracts	1,101,025	1,298,710	1,320,000	1,320,000
<b>Expenditures - Total</b>	<b>1,375,625</b>	<b>1,508,679</b>	<b>1,533,633</b>	<b>1,533,633</b>
<b>Net Cost</b>	<b>1,333,210</b>	<b>1,465,943</b>	<b>1,497,633</b>	<b>1,497,633</b>

# CHILD SUPPORT SERVICES

GAIL WOODWORTH, Director



## BU 2112 – Child Support Services (Fund 107)

### DEPARTMENT OVERVIEW

This department provides services for the establishment of paternity, child support, and medical support, and the enforcement of these support orders. The staff works with both parents to ensure proper orders that can then be enforced at a higher rate than an order done by default.

The department collected \$4,768,780 in child support of which approximately \$3.5 million went directly to custodial parents. The department also recouped \$63,701 last federal fiscal year in General Funds welfare recoupment that came back to the county.

This budget unit is a mandated program and is funded at 66% by the Federal government and at 34% by the State.

### ACCOMPLISHMENTS IN FY 2017-18

- Increased the total number of cases with an order to 91.8%
- Reduced the number of days it takes us from case opening to an order
- Reduced the number of days from an order to the first payment
- Reduced the number of orders we took as a default which gives us better orders to enforce
- Completed a Supervisor training manual for use in the department

### GOALS IN FY 2018-19

- Increase collections per case
- Increase our outreach efforts to reach parents that need our services
- Increase the number of cases with an order
- Continue to reduce the number of days from case opening to order and then to first payment

# CHILD SUPPORT SERVICES

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GAIL WOODWORTH, Director  
BU 2112 – Child Support Services

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	42-01	Revenue from Use of Money/Interest – Interest earned on Child Support money
Acct.	53-02	State Assistance Program/Child Support Incentive – 34% of Child Support Admin
Acct.	55-02	Federal Assistance Program/Child Support Admin – 66% of Child Support Admin

### **Services & Supplies**

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Acct.	23-41	Prof & Specialized Svcs/District Attorney – Reimbursement for investigator costs
Acct.	29-50	Transportation & Travel – We attend numerous meetings and trainings throughout the year to ensure that we stay up on the changes to our Child Support Enforcement system, and the laws and regulations that change constantly. This area has been reduced to better represent the actual amount being spent each year.
Acct.	38-00	Inventory Items – Replace old desk chairs

### **Capital Assets**

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Acct.	62-71	Equipment/Office – Replace current Windows network server
Acct.	62-72	Equipment/Autos & Light Trucks – Replace a 2000 Ford Windstar Van

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

In this year's budget we have moved a number of expenses around to put them into the appropriate category. We deleted 2 Office Assistant positions that are currently unfilled along with a Child Support Officer position that remained unfilled for a number of years. We hope to get an ergonomic assessment done on our workstations to enable us to get State approval to purchase new desk chairs. We will also be working on State approval to replace an old van purchased in 2000.

We continue to operate with level funding and anticipate this to continue for some time. The State and our Directors Associating continue to work on our funding framework.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 107 Function Child Support Services		Budget Unit 2112 - Child Support Services Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	2,058	2,326	3,000	3,000
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**INTERGOVERNMENT REVENUES**

53-02 Child Support Incentive	879,553	873,563	912,116	912,116
55-02 Child Support Admin	1,409,842	1,391,306	1,770,578	1,770,578

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	101	0	0	0
79-90 Miscellaneous	200	331	0	0
79-91 Cancelled Checks	2,161	0	0	0

<b>Revenue - Total</b>	<b>2,293,915</b>	<b>2,267,527</b>	<b>2,685,694</b>	<b>2,685,694</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	1,190,776	1,274,968	1,437,100	1,437,100
01-13 OT, Holiday, Stby	17,660	18,928	3,000	3,000
01-14 Other, Term	6,391	6,795	8,201	8,201
02-21 FICA	90,423	96,085	111,506	111,506
02-22 PERS	176,030	205,182	255,244	255,244
03-30 Health/Life	207,841	212,472	236,597	236,597
03-31 Unemployment	3,628	3,510	10,121	10,121
03-32 Opt Out	10,867	10,600	9,600	9,600
04-00 Worker's Compensation	58,003	38,175	53,010	53,010

**SERVICES AND SUPPLIES**

12-00 Communications	9,565	9,163	10,780	10,780
14-00 Household Expense	7,585	3,677	23,340	23,340
15-12 Public Liability	11,806	18,496	18,094	18,094
15-13 Fire & Allied Cvrsgs	582	290	279	279
17-00 Maintenance-Equipment	6,356	5,640	17,644	17,644
18-00 Maint-Bldgs & Imprvmts	22,744	10,973	38,219	38,219
20-00 Memberships	2,872	2,883	2,900	2,900
21-00 Miscellaneous	0	0	15,329	15,329
22-70 Supplies	31,070	32,542	36,000	36,000
22-71 Postage	12,567	11,770	20,624	20,624
22-72 Books & Periodicals	16,831	4,223	3,260	3,260
23-21 Transcripts	0	0	500	500
23-40 Translator Miscellaneous	21	129	0	0
23-41 District Attorney	37,901	37,891	32,000	32,000
23-42 Data Processing	4,444	1,005	5,000	5,000
23-44 Credit/Fingerprints	25	1,069	2,250	2,250
23-45 Genetic Testing	1,152	3,200	2,880	2,880
23-47 Service Fees	11,371	15,819	20,000	20,000
23-48 P.O.P.	810	1,840	3,200	3,200
23-80 Professional & Specialize	24,109	20,802	10,825	10,825
23-90 Administrative Services	44,175	57,994	109,823	109,823
23-91 Intra-Div Services	683	4,325	4,500	4,500
24-00 Publications & Legal Ntcs	0	0	2,800	2,800
26-00 Rents & Leases-Bldg & Imp	120,000	120,000	120,000	120,000
28-30 Supplies & Services	5,983	7,927	21,695	21,695
29-50 Transportation & Travel	31,616	18,394	30,702	30,702
30-00 Utilities	24,118	23,901	30,000	30,000
38-00 Inventory Items	24,970	1,351	23,000	23,000

**CAPITALIZED ASSETS**

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 107 Function Child Support Services		Budget Unit 2112 - Child Support Services Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5
62-71 Office	6,380	5,470	8,000	8,000
62-72 Autos & Light Trucks	0	0	24,000	24,000
<b>OTHER FINANCING USES</b>				
80-80 Interfund Reimbursements	(15,329)	(15,329)	(15,329)	(15,329)
<b>Expenditures - Total</b>	<b>2,206,024</b>	<b>2,272,160</b>	<b>2,746,694</b>	<b>2,746,694</b>
<b>Net Cost</b>	<b>(87,891)</b>	<b>4,634</b>	<b>61,000</b>	<b>61,000</b>

# DISTRICT ATTORNEY

DON ANDERSON, District Attorney



## BU 2113 – Victim Witness Division

### DEPARTMENT OVERVIEW

The Victim Witness division is an essential part of the Office of the District Attorney. Its main purpose is to provide comprehensive services to victims and witnesses of all types of crimes as outlined in Section 13835.5 of the California Penal Code.

The staff of Victim-Witness coordinates with law enforcement agencies to provide immediate crisis response to victims of crime – for which the staff is available 24 hours a day. They also serve as the liaison between witnesses and prosecuting attorneys, throughout the entire justice process, and thereby add to the conviction of offenders.

All of our Victim Advocates are able to provide services to any victim of any crime. In addition, because we have been fortunate in obtaining funding from the crime-specific grants in the past, we have specialized Advocates for domestic violence, sexual assault, elder/dependent adult abuse and child abuse.

### ACCOMPLISHMENTS IN FY 2017-18

- Provided victims with quality service while managing a high volume of cases
- Assisted victims in meeting with prosecutors, ensuring their questions are answered and their rights protected
- Conducted presentations about our services to several non-profit agencies including the Lions and Soroptomist Clubs
- Hosted our annual National Crime Victims Rights' week BBQ as a thank you to our law enforcement and community partners that work with us to ensure victims' rights all year

### GOALS IN FY 2018-19

- Continue to provide consistent, professional services to victims and witnesses of crime
- Continue to work with prosecutors ensuring victims have a voice
- Provide training to law enforcement to ensure victim's rights are protected and appropriate services are offered
- Continue to provide outreach and education including partnering with other agencies to educate youth on cyber bullying, sexting and internet safety
- Continue to provide training to community organizations

# DISTRICT ATTORNEY

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DON ANDERSON, District Attorney  
BU 2113 – Victim Witness Division

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 54-90 State Aid/Other – Three CalOES grants: Victim Witness Assistance, County Victim Services, and Child Advocacy Center

### **Services & Supplies**

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Acct. 28-30 Special Departmental Expenses/Supplies & Services – State reimbursable relocation expenses for witnesses and grant reimbursable expenses to community partners and law enforcement agencies; training registrations is also included in this account

Acct. 29-50 Transportation & Travel – CalOES grants require training for programmatic and fiscal personnel and encourage training for all advocates

### **Capital Assets**

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Acct. 62-74 Equipment/Other – Upgrade or replace the audio-visual recording equipment for the Multi-Disciplinary Interview Center (MDIC) and purchase a Victim-Witness module in the DA Case Management System

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

New grant funds have been made available to the Victim Witness Division to upgrade or replace the audio-visual recording equipment in the MDIC and to hire Forensic Interviewers.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2113 - DA/Victim-Witness Program Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-90	Forfeitures & Penalties	0	5,396	0	0
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**INTERGOVERNMENT REVENUES**

54-90	Other	284,364	178,204	421,214	421,214
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**MISCELLANEOUS**

79-90	Miscellaneous	377	0	0	0
79-91	Cancelled Checks	0	10	0	0

<b>Revenue - Total</b>		<b>284,742</b>	<b>183,610</b>	<b>421,214</b>	<b>421,214</b>
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**SALARIES AND BENEFITS**

01-11	Permanent	183,362	152,859	210,904	210,904
01-12	Extra Help	13,859	21,774	26,532	26,532
01-13	OT, Holiday, Stby	0	522	584	584
01-14	Other, Term	12,261	1,399	1,230	1,230
02-21	FICA	14,217	12,232	17,186	17,186
02-22	PERS	27,093	24,598	37,458	37,458
03-30	Health/Life	32,695	22,009	48,020	48,020
03-31	Unemployment	589	602	1,757	1,757
03-32	Opt Out	1,742	2,400	2,400	2,400
04-00	Worker's Compensation	5,235	5,299	2,889	2,889

**SERVICES AND SUPPLIES**

12-00	Communications	2,280	2,007	2,172	2,172
15-12	Public Liability	3,083	2,281	2,572	2,572
15-13	Fire & Allied Cvrsgs	160	129	168	168
17-00	Maintenance-Equipment	298	175	1,000	1,000
18-00	Maint-Bldgs & Imprvmnts	1,025	0	200	200
20-00	Memberships	150	485	485	485
22-70	Supplies	1,896	2,718	1,815	1,815
22-71	Postage	349	447	474	474
23-80	Professional & Specialize	4,681	4,308	4,336	4,336
28-30	Supplies & Services	19,537	25,551	65,050	65,050
29-50	Transportation & Travel	4,135	5,685	7,300	7,300
29-51	Cent. Gar.-Pool Mlg ONLY	3,303	3,232	3,300	3,300
38-00	Inventory Items	7,113	1,140	1,500	1,500

**CAPITALIZED ASSETS**

62-74	Other	0	0	35,000	35,000
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**OTHER FINANCING USES**

80-80	Interfund Reimbursements	0	0	(4,500)	(4,500)
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<b>Expenditures - Total</b>		<b>339,063</b>	<b>291,853</b>	<b>469,832</b>	<b>469,832</b>
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<b>Net Cost</b>		<b>54,322</b>	<b>108,242</b>	<b>48,618</b>	<b>48,618</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 2115 – Domestic Violence Programs (Fund 180)

### DEPARTMENT OVERVIEW

The County has a contract with Lake Family Resource Center (LFRC) to assist in funding the operation of their domestic violence shelter by providing funds collected from marriage license fees and domestic violence fines. All funds collected are sent to LFRC on a quarterly basis after receipt of their quarterly report detailing the domestic violence services they have provided. LFRC provides crisis intervention shelter care for persons who are victims of domestic violence.

### ACCOMPLISHMENTS IN FY 2017-18

- LFRC provided 3,440 bed nights to 39 women, 2 men and 26 children, including temporary housing, food assistance and household assistance
- LFRC staff responded to 133 domestic violence calls
- LFRC provided counseling, support group sessions and safety plans
- LFRC made referrals to Victim Witness, Healthy Start, Community Action Agency, AODS, Mental Health, Public Health & Housing Commission
- LFRC provided a drop-in center in Kelseyville with advocacy services

### GOALS IN FY 2018-19

- LFRC will continue to provide the above services to persons who are victims of domestic violence

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 2115 – Domestic Violence Programs

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	31-82	Fines, Forfeitures, Penalties/Criminal Fines – Domestic Violence fines collection pursuant to Penal Code §1203.097(a)(5)
Acct.	69-20	Other Current Services – Marriage License fee collected pursuant to Welfare & Institutions Code §18290

### Services & Supplies

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Acct.	23-80	Prof & Specialized Svcs – Quarterly contract payments to LFRC of the balance in the fund at the end of each quarter
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### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 180 Function Domestic Violence Prgms		Budget Unit 2115 - Domestic Violence Prgms Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-82 Criminal Fines	2,991	3,069	3,250	3,250
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**CHARGES FOR SERVICES**

69-20 Other	6,578	6,693	6,750	6,750
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<b>Revenue - Total</b>	<b>9,569</b>	<b>9,762</b>	<b>10,000</b>	<b>10,000</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	9,623	10,607	12,572	12,360
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<b>Expenditures - Total</b>	<b>9,623</b>	<b>10,607</b>	<b>12,572</b>	<b>12,360</b>
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<b>Net Cost</b>	<b>54</b>	<b>845</b>	<b>2,572</b>	<b>2,360</b>
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# DISTRICT ATTORNEY

DON ANDERSON, District Attorney



## BU 2116 – District Attorney-Asset Forfeiture (Fund 80)

### DEPARTMENT OVERVIEW

The purpose of this fund is to account for the portion of asset forfeiture monies distributed to the Office of the District Attorney. Although these funds cannot be used to supplant County funds that would normally support DA's law enforcement and prosecution efforts, they can be used to enhance the DA's resources.

### ACCOMPLISHMENTS IN FY 2017-18

- A video surveillance system was purchased and installed
- In-house training on the DA's 3D laser scanner was provided for two Investigators
- A drone was purchased to aid in investigations
- A high definition camcorder was purchased to aid in investigations

### GOALS IN FY 2018-19

- Purchase a vehicle forensic tool to aid in investigations

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	31-90	Fines, Forfeitures, Penalties/Forfeitures & Penalties – Revenue from the distribution of seized assets
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#### Services & Supplies

Acct.	23-91	Prof & Specialized Svcs/Intra-Div Services – Transfers to District Attorney and Victim Witness to enhance prosecution
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#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There has been a significant reduction of asset forfeiture seizures due to the change in marijuana laws in California. This will mean less distributions to this fund in this and future fiscal years.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 80 Function DA-Asset Forfeiture		Budget Unit 2116 - DA Asset Forfeiture Activity Judicial		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-90 Forfeitures & Penalties	63,195	24,471	2,500	2,500
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**USE OF MONEY & PROPERTY**

42-01 Interest	1,479	1,601	500	500
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**INTERGOVERNMENT REVENUES**

55-70 DOJ Equitable Sharing	812	0	0	0
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<b>Revenue - Total</b>	<b>65,487</b>	<b>26,072</b>	<b>3,000</b>	<b>3,000</b>
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**SERVICES AND SUPPLIES**

22-70 Supplies	119	0	250	250
22-71 Postage	26	0	125	125
23-91 Intra-Div Services	0	0	104,500	104,500
24-00 Publications & Legal Ntcs	1,235	647	2,000	2,000
28-30 Supplies & Services	9,532	4,542	4,500	4,500
29-50 Transportation & Travel	14,736	0	4,000	4,000
38-00 Inventory Items	0	381	2,500	2,500

**CAPITALIZED ASSETS**

62-74 Other	0	28,196	0	6,000
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<b>Expenditures - Total</b>	<b>25,648</b>	<b>33,766</b>	<b>117,875</b>	<b>123,875</b>
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<b>Net Cost</b>	<b>(39,839)</b>	<b>7,694</b>	<b>114,875</b>	<b>120,875</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2201 – Sheriff-Coroner

### DEPARTMENT OVERVIEW

The Sheriff's Department provides law enforcement response to emergencies throughout Lake County, and conducts legally mandated investigations. It serves as the County's Office of Emergency Services and coordinates preparation and responses to emergencies. The Department is responsible for providing around the clock public safety and 911 dispatching services. It provides marine patrol on the navigable waters of Lake County, provides Search and Rescue services, a youth Explorer program, supports the Sheriff's Activities League, operates the local County Correctional Facility, and provides court security services.

### ACCOMPLISHMENTS IN FY 2017-18

- Repaired and updated Major Crimes interview rooms and evidence security systems
- Obtained lap tops for field use to work on maximizing efficiency and productivity at crime scenes
- Sent Investigators to training resulting in two being ICI Homicide certified
- Responded to flood and Sulfur Fire emergencies in Lake County
- Conducted a Citizen's Academy Program
- Completed renovation of Highland Springs Range Classroom to include ADA compliance measures

### GOALS IN FY 2018-19

- Obtain wireless systems and equipment to maximize existing hardware and allow for complete crime scene work at the scene
- Send employees to training to maintain and improve their knowledge, skills, and abilities
- Update equipment and technology in order to improve efficiency and delivery of service
- Implement on-line reporting to improve citizen's ability to efficiently report crimes
- Increase staffing levels in multiple job classifications

# SHERIFF

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BRIAN L. MARTIN, Sheriff  
BU 2201 – Sheriff-Coroner

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	54-01	State Aid/Supplemental Law Enf Svcs – Supplemental Law Enforcement Services Fund
Acct.	54-90	State Aid/Other – Cal Mmet funding
Acct.	67-40	Judicial/Cert Fee-Not Fixed State – Civil Process

### **Services & Supplies**

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Acct.	17-00	Maintenance/Equipment – Maintenance of vehicles and equipment
Acct.	23-80	Prof & Specialized Svcs – Coroner services, Personnel costs
Acct.	28-30	Special Dept Exp/Supplies & Services – Ammunition, equipment
Acct.	29-50	Transportation & Travel – Training, fuel

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 2201 - Sheriff-Coroner Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-60	Other	2,563	4,619	4,000	4,000
21-62	Gun & Explosive	7,561	1,741	1,050	1,050

**FINES, FORFEIT, PENALTIES**

31-90	Forfeitures & Penalties	69	56	0	0
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**INTERGOVERNMENT REVENUES**

54-01	Supplemental Law Enf Svcs	100,773	100,005	100,000	100,000
54-90	Other	203,889	170,109	150,491	150,491
56-01	Other	0	9,453	11,000	11,000
56-30	Other	40,147	21,362	171,500	240,000

**CHARGES FOR SERVICES**

66-80	Law Enforcement Services	46,412	78,402	31,875	31,875
67-40	Cert Fee-Not Fixed State	48,578	42,927	35,000	35,000
69-20	Other	315	270	0	0

**MISCELLANEOUS**

79-90	Miscellaneous	1,725	1,122	0	0
79-91	Cancelled Checks	315	1,205	0	0
79-93	Insurance Proceeds	0	5,864	0	0
79-99	Donations	45,050	30,803	33,685	33,685

<b>Revenue - Total</b>	<b>497,396</b>	<b>467,936</b>	<b>538,601</b>	<b>607,101</b>
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**SALARIES AND BENEFITS**

01-11	Permanent	4,193,581	3,832,071	4,368,030	4,436,530
01-12	Extra Help	79,293	87,525	110,300	110,300
01-13	OT, Holiday, Stby	488,021	554,000	532,992	532,992
01-14	Other, Term	80,137	69,463	68,153	68,153
02-21	FICA	357,718	336,648	406,512	406,512
02-22	PERS	975,565	1,011,260	1,398,847	1,398,847
03-30	Health/Life	565,737	524,270	660,905	660,905
03-31	Unemployment	11,785	11,439	32,178	32,178
03-32	Opt Out	15,183	10,159	9,600	9,600
04-00	Worker's Compensation	598,082	542,135	429,503	429,503

**SERVICES AND SUPPLIES**

11-00	Clothing & Personal Suppl	100,549	80,437	77,878	77,778
12-00	Communications	50,419	52,064	52,500	52,500
14-00	Household Expense	12,159	12,566	11,500	11,500
15-12	Public Liability	389,403	257,386	374,872	374,872
15-13	Fire & Allied Cvrgrs	5,575	6,217	7,756	7,756
17-00	Maintenance-Equipment	251,384	241,097	100,000	100,000
18-00	Maint-Bldgs & Imprvmts	31,880	22,675	45,000	55,163
19-40	Supplies	0	450	0	0
20-00	Memberships	5,651	5,671	8,500	8,500
22-70	Supplies	32,748	25,804	29,500	29,500
22-71	Postage	10,804	6,050	7,500	7,500
22-72	Books & Periodicals	18,179	17,866	25,000	24,500
23-80	Professional & Specialize	484,900	535,042	500,000	500,000
24-00	Publications & Legal Ntcs	0	0	0	500
25-00	Rents & Leases-Equipment	49	0	1,000	1,000
26-00	Rents & Leases-Bldg & Imp	1,996	2,101	2,101	2,201
27-00	Small Tools & Instruments	769	926	2,500	2,500

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2201 - Sheriff-Coroner Activity Sheriff			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
28-30	Supplies & Services	85,886	56,700	133,685	133,685
28-35	Sheriff	1,669	965	5,000	5,000
28-50	S.A.R.	0	0	9,495	9,495
29-50	Transportation & Travel	225,960	211,417	175,000	175,000
29-53	Sheriff	205,583	173,626	170,000	170,000
30-00	Utilities	73,197	69,666	92,750	92,750
38-00	Inventory Items	28,682	40,206	69,000	69,000
48-00	Taxes & Assessments	175	63	266	266
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(362,762)	(328,000)	(227,500)	(227,500)
80-81	Intrafund Reimbursements	(188,584)	(30,413)	(309,300)	(319,463)
Expenditures - Total		8,831,372	8,439,549	9,381,023	9,449,523
Net Cost		8,333,976	7,971,613	8,842,422	8,842,422



## BU 2202 – Sheriff-Central Dispatch

### DEPARTMENT OVERVIEW

The Lake County Sheriff's Dispatch Center serves as Lake County's Public Safety Access Point. 911 calls for fire, law, and medical services are received here. The center is staffed 24 hours a day, 7 days a week, 365 days a year.

The Dispatch Center handled 72,331 incidents during calendar year 2017. These incidents included 13,721 wireless 911 calls, 8,039 fire/medical aid calls, 7,841 traffic stops, and numerous other law enforcement and fire related calls for service.

The Center provided contract dispatch services to the 5 fire districts in Lake County as well as contract law enforcement dispatch services for Lakeport Police Department. However, on March 1, 2018 the various Fire Districts opted to terminate their contract and contract with CalFire for dispatch services.

The Center also provides "as needed" dispatching for Lake County Probation, the District Attorney's Office, and other State and Federal agencies while operating with Lake County.

### ACCOMPLISHMENTS IN FY 2017-18

- Responded to Sulfur Fire event and assisted with evacuations of communities
- Upgraded Emergency Notification System
- Started Dispatch remodel project to include phone system and furniture upgrades
- Upgraded 3 repeater sites within the County

### GOALS IN FY 2018-19

- Complete Remodel project
- Increase staffing levels
- Make changes to training program
- Renegotiate contract for LE Dispatch Services and identify additional possibilities for revenue

# SHERIFF

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BRIAN L. MARTIN, Sheriff  
BU 2202 – Sheriff-Central Dispatch

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 66-60 Charges for Services/Communication Services – Lakeport Police Department dispatching costs

### Services & Supplies

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Acct. 12-00 Communications – Phone lines

Acct. 17-00 Maintenance/Equipment – Service agreements

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This budget will see a decrease in revenue in the amount of \$270,000 due to the Fire Districts contract termination.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2202 - Sheriff-Central Dispatch Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-90 Other	0	9,239	0	0
56-01 Other	7,875	4,500	4,500	4,500

**CHARGES FOR SERVICES**

66-60 Communication Services	320,897	294,338	87,600	87,600
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**MISCELLANEOUS**

79-90 Miscellaneous	260	0	0	0
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<b>Revenue - Total</b>	<b>329,032</b>	<b>308,077</b>	<b>92,100</b>	<b>92,100</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	418,292	510,012	595,940	595,940
01-13 OT, Holiday, Stby	220,407	201,905	187,272	187,272
01-14 Other, Term	4,086	23,736	2,174	2,174
02-21 FICA	48,328	54,897	60,083	60,083
02-22 PERS	64,389	96,459	105,173	105,173
03-30 Health/Life	61,879	82,508	106,096	106,096
03-31 Unemployment	1,482	1,655	4,173	4,173
04-00 Worker's Compensation	11,550	10,439	18,775	18,775

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	100	2,087	1,500	1,500
12-00 Communications	20,189	20,641	26,426	26,426
14-00 Household Expense	462	271	500	500
15-12 Public Liability	7,083	17,313	2,899	2,899
15-13 Fire & Allied Cvrsgs	623	696	2,109	2,109
17-00 Maintenance-Equipment	63,538	60,797	42,442	42,442
18-00 Maint-Bldgs & Imprvmnts	3,964	26,161	15,000	15,000
20-00 Memberships	137	0	332	332
22-70 Supplies	1,503	1,746	2,450	2,450
22-71 Postage	1	291	250	250
22-72 Books & Periodicals	47	47	350	350
23-80 Professional & Specialize	2,794	4,072	4,750	4,750
25-00 Rents & Leases-Equipment	0	0	250	250
26-00 Rents & Leases-Bldg & Imp	2,250	32,145	9,000	9,000
28-30 Supplies & Services	0	0	3,500	3,500
29-50 Transportation & Travel	2,424	4,086	1,500	1,500
30-00 Utilities	26,286	26,320	29,250	29,250
38-00 Inventory Items	0	7,458	0	0
46-20 Judgements	2,238	0	0	0

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(908)	0	0	0
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<b>Expenditures - Total</b>	<b>963,144</b>	<b>1,185,741</b>	<b>1,222,194</b>	<b>1,222,194</b>
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<b>Net Cost</b>	<b>634,112</b>	<b>877,665</b>	<b>1,130,094</b>	<b>1,130,094</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2203 – Sheriff-Marijuana Suppression

### DEPARTMENT OVERVIEW

Monies in this unit are received from United States Forest Service and US DEA grants.

Per grant requirements, monies received from DEA and DCESP (Domestic Cannabis Eradication and Suppression Program) are prohibited for being used to support any licensing or license compliance activities.

### ACCOMPLISHMENTS IN FY 2017-18

- Numerous illegal marijuana cultivation operations were eradicated from public lands
- Participated in the Lake County Environmental Crimes Task Force

### GOALS IN FY 2018-19

- Continued enforcement of illegal marijuana cultivation with emphasis on public lands, water theft/diversion and environmental crimes associated with illegal operations

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 56-01 Other Federal/Other – DEA and USFS eradication

#### Services & Supplies

Acct. 23-80 Prof & Specialized Svcs – Helicopter/flight time

Acct. 23-91 Prof & Specialized Svcs/Intra-Div Svcs – Reimbursement to 2201 for overtime costs

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Increase in DEA revenue from 150,000 to 210,000.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2203 - Sh-Marijuana Suppression Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

56-01 Other	170,000	229,000	15,000	15,000
<b>Revenue - Total</b>	<b>170,000</b>	<b>229,000</b>	<b>15,000</b>	<b>15,000</b>

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	1,944	2,494	4,800	4,800
12-00 Communications	589	619	1,000	1,000
14-00 Household Expense	600	410	750	750
17-00 Maintenance-Equipment	237	426	750	3,506
23-80 Professional & Specialize	126,466	118,507	130,000	130,000
23-91 Intra-Div Services	31,989	16,166	21,100	21,100
25-00 Rents & Leases-Equipment	0	0	100	100
28-30 Supplies & Services	2,874	1,858	5,500	5,500
29-50 Transportation & Travel	3,735	4,468	1,000	1,000
38-00 Inventory Items	1,725	3,419	0	0

**CAPITALIZED ASSETS**

62-74 Other	0	9,782	0	0
<b>Expenditures - Total</b>	<b>170,160</b>	<b>158,150</b>	<b>165,000</b>	<b>167,756</b>
<b>Net Cost</b>	<b>160</b>	<b>(70,850)</b>	<b>150,000</b>	<b>152,756</b>

# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2204 – Sheriff-Court Security

### DEPARTMENT OVERVIEW

The Sheriff's Office provides executive protection for the Judges and Court Security.

### ACCOMPLISHMENTS IN FY 2017-18

- Implemented program to ensure compliance with Court Security Agreement

### GOALS IN FY 2018-19

- Address staffing shortages

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 54-03 State Aid/Trial Court Security – Trial Court Security

#### Services & Supplies

None

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2204 - Sheriff-Court Security Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-03 Trial Court Security	505,560	651,077	663,169	663,169
<b>Revenue - Total</b>	<b>505,560</b>	<b>651,077</b>	<b>663,169</b>	<b>663,169</b>

**SALARIES AND BENEFITS**

01-11 Permanent	224,970	222,293	292,234	292,234
01-12 Extra Help	94,834	90,983	120,766	120,766
01-13 OT, Holiday, Stby	39,684	46,012	26,540	26,540
01-14 Other, Term	1,509	1,509	3,135	3,135
02-21 FICA	22,251	22,732	27,946	27,946
02-22 PERS	54,183	61,903	92,577	92,577
03-30 Health/Life	34,633	34,112	45,102	45,102
03-31 Unemployment	883	1,007	2,890	2,890
03-32 Opt Out	217	508	0	0
04-00 Worker's Compensation	8,313	6,875	13,048	13,048

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	5,866	5,879	10,188	10,188
15-12 Public Liability	21,250	26,036	21,243	21,243
23-80 Professional & Specialize	380	0	2,500	2,500
28-30 Supplies & Services	134	0	2,000	2,000
29-50 Transportation & Travel	2,935	372	2,500	2,500
29-51 Cent. Gar.-Pool Mlg ONLY	0	0	500	500
38-00 Inventory Items	0	18,246	0	0
<b>Expenditures - Total</b>	<b>512,042</b>	<b>538,466</b>	<b>663,169</b>	<b>663,169</b>

<b>Net Cost</b>	<b>6,482</b>	<b>(112,611)</b>	<b>0</b>	<b>0</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2205 – Sheriff-Marine Patrol

### DEPARTMENT OVERVIEW

The Sheriff/Marine Patrol Division provides enforcement of California's Harbors and Navigation Code on the navigable waters of Lake County. The Division is staffed by one (1) full time Sergeant and augmented by season deputy sheriff's. The Division also enforces the County's Quagga Mussel/Invasive Species ordinance.

### ACCOMPLISHMENTS IN FY 2017-18

- Conducted "Operation Dry Water", an effort to identify and arrest boaters who are BUI
- Assisted in evacuations during the Sulfur Fire
- Applied for and received funding for \$90,000 grant to purchase boat

### GOALS IN FY 2018-19

- To keep the citizen's safe on the waterways of Lake County
- To increase public awareness on boating safety through public service announcements and enforcement
- Complete purchase of new boat and apply for another grant

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 54-92 State Aid/Crews – Department of Boating and Waterways subvention funds

#### Services & Supplies

Acct. 17-00 Maintenance/Equipment – Maintenance of boats and jet skis

Acct. 26-00 Rents & Leases/Bldg & Imp – Rental of Marine Patrol Facilities

Acct. 29-50 Transportation & Travel – Fuel costs

#### Capital Assets

Acct. 62-72 Equipment/Autos & Light Trucks – Replacement boat

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2205 - Sheriff-Marine Patrol Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-92 Crews	347,267	328,705	405,312	505,312
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**MISCELLANEOUS**

79-91 Cancelled Checks	121	0	0	0
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<b>Revenue - Total</b>	<b>347,388</b>	<b>328,705</b>	<b>405,312</b>	<b>505,312</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	86,881	86,049	88,154	88,154
01-12 Extra Help	99,661	96,331	80,000	80,000
01-13 OT, Holiday, Stby	32,112	26,016	21,694	21,694
01-14 Other, Term	0	0	1,511	1,511
02-21 FICA	10,400	9,849	10,733	10,733
02-22 PERS	21,830	24,837	29,337	29,337
03-30 Health/Life	9,743	9,499	9,726	9,726
03-31 Unemployment	486	417	1,502	1,502
04-00 Worker's Compensation	26,672	22,982	20,213	20,213

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	2,632	2,533	3,500	3,500
12-00 Communications	664	720	1,050	1,050
15-10 Other	1,495	1,502	2,000	2,000
15-12 Public Liability	21,345	19,641	19,495	19,495
15-13 Fire & Allied Cvrsgs	10	12	74	74
17-00 Maintenance-Equipment	27,229	56,889	40,005	40,005
25-00 Rents & Leases-Equipment	63	60	100	100
26-00 Rents & Leases-Bldg & Imp	19,980	21,700	20,480	20,480
27-00 Small Tools & Instruments	0	613	0	0
28-30 Supplies & Services	150	839	2,938	2,938
29-50 Transportation & Travel	41,087	36,023	40,000	40,000
30-00 Utilities	2,947	2,560	3,110	3,110
38-00 Inventory Items	0	0	7,000	0

**CAPITALIZED ASSETS**

62-72 Autos & Light Trucks	0	0	83,000	0
62-74 Other	0	0	0	100,000
62-79 Prior Years	0	0	0	90,000

<b>Expenditures - Total</b>	<b>405,388</b>	<b>419,073</b>	<b>485,622</b>	<b>585,622</b>
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<b>Net Cost</b>	<b>58,000</b>	<b>90,368</b>	<b>80,310</b>	<b>80,310</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2206 – Sheriff-Rural & Small Counties (Fund 194)

### DEPARTMENT OVERVIEW

Monies received in this budget are funded entirely with AB443 funds. The Sheriff's Office receives \$500,000 annually. Monies in this unit are designated to enhance law enforcement services in rural communities. They are not designated to supplant existing or mandatory services.

### ACCOMPLISHMENTS IN FY 2017-18

- Purchased numerous technology items including electronic control devices, in-car computers, in-car cameras, and body cameras

### GOALS IN FY 2018-19

- Continue upgrades and improvements on department equipment to enhance law enforcement service delivery

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 54-90 State Aid/Other – AB 442 Rural Sheriff's funds

#### Services & Supplies

Acct. 23-91 Prof & Specialized Svcs/Intra-Div Svcs – Reimbursements to 2201 for salaries

#### Capital Assets

Acct. 62-74 Equipment/Other – Data 911 MDT's, Mobile Audio Visual (MAV's), WatchGuard server

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 194 Function Sheriff-Rural & Small Co		Budget Unit 2206 - Sheriff-Rural & Small Co Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	7,474	8,174	10,000	10,000
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**INTERGOVERNMENT REVENUES**

54-90 Other	558,410	500,000	500,000	500,000
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<b>Revenue - Total</b>	<b>565,884</b>	<b>508,174</b>	<b>510,000</b>	<b>510,000</b>
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**SERVICES AND SUPPLIES**

23-91 Intra-Div Services	202,000	200,000	212,000	212,000
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28-30 Supplies & Services	264	3,072	25,000	25,000
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38-00 Inventory Items	23,306	40,569	100,000	191,715
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**CAPITALIZED ASSETS**

62-74 Other	0	50,068	1,309,625	1,309,625
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62-79 Prior Years	33,873	0	0	0
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<b>Expenditures - Total</b>	<b>259,444</b>	<b>293,710</b>	<b>1,646,625</b>	<b>1,738,340</b>
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<b>Net Cost</b>	<b>(306,440)</b>	<b>(214,464)</b>	<b>1,136,625</b>	<b>1,228,340</b>
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## BU 2207 – Sheriff-Civil (Fund 191)

### DEPARTMENT OVERVIEW

The Civil Division is responsible for the service of civil papers. In 2017, the Civil Division processed and served the following:

72	Subpoena's
44	Notice of Hearings
50	Earnings with-holding orders
51	Plaintiff's claim and order to defendant's
38	Execution – Bank levy's
221	Summons and complaints
207	Temporary restraining orders
228	Notices of Eviction
214	Notices of Restorations
369	Miscellaneous services

### ACCOMPLISHMENTS IN FY 2017-18

- Provided updated Sirron training for six employees
- Built and assigned Ford SUV pursuit vehicle for Civil
- Transferred Sirron software to new IT server

### GOALS IN FY 2018-19

- Install MDC /Body-worn Camera for Civil SUV
- Explore options of switching to a new Civil Software program and have training for 3 -5 employees
- Send new Records Tech and Admin Sergeant to Basic Civil Course
- Send Civil Deputy to Intermediate Civil Course

# SHERIFF

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BRIAN L. MARTIN, Sheriff  
BU 2207 – Sheriff-Civil

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 68-50 Public Protection/Sheriff-Civil – Equipment maintenance/check fees  
Acct. 68-51 Public Protection/Sheriff-Civil – Equipment maintenance/admin fees

### Services & Supplies

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Acct. 23-91 Prof & Specialized Svcs/Intra-Div Svcs – Reimbursement to 2201 for vehicle and equipment maintenance

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 191 Function Sheriff-Civil		Budget Unit 2207 - Sheriff-Civil Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

68-50 Sheriff-Civil	27,187	23,628	24,000	24,000
68-51 Sheriff Civil	6,672	5,556	5,500	5,500
<b>Revenue - Total</b>	<b>33,859</b>	<b>29,184</b>	<b>29,500</b>	<b>29,500</b>

**SERVICES AND SUPPLIES**

17-00 Maintenance-Equipment	11,771	8,015	10,000	10,000
23-91 Intra-Div Services	15,500	15,500	15,500	15,500
28-30 Supplies & Services	10,758	3,569	27,251	21,100
29-50 Transportation & Travel	1,710	3,018	15,000	15,000
38-00 Inventory Items	0	4,786	4,500	4,500

**CAPITALIZED ASSETS**

62-72 Autos & Light Trucks	28,793	0	0	0
62-74 Other	0	5,943	50,000	50,000
<b>Expenditures - Total</b>	<b>68,531</b>	<b>40,832</b>	<b>122,251</b>	<b>116,100</b>

<b>Net Cost</b>	<b>34,672</b>	<b>11,648</b>	<b>92,751</b>	<b>86,600</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2208 – Sheriff-Blood Alcohol (Fund 192)

### DEPARTMENT OVERVIEW

This budget pays for blood, breath and urine analysis' for any tests conducted in the unincorporated areas of Lake County, regardless of which agency administers the tests.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 31-70 Fines, Forfeits, Penalties/Vehicle Code Fines – Blood alcohol fines collected by the courts

#### Services & Supplies

Acct. 23-80 Prof & Specialized Svcs – Payment of blood, breath and urine analysis costs

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 192 Function Sheriff-Blood Alcohol		Budget Unit 2208 - Sheriff-Blood Alcohol Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-70 Vehicle Code Fines	9,743	9,738	10,000	10,000
<b>Revenue - Total</b>	<b>9,743</b>	<b>9,738</b>	<b>10,000</b>	<b>10,000</b>

**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	8,930	10,123	12,901	10,471
<b>Expenditures - Total</b>	<b>8,930</b>	<b>10,123</b>	<b>12,901</b>	<b>10,471</b>
<b>Net Cost</b>	<b>(813)</b>	<b>384</b>	<b>2,901</b>	<b>471</b>

# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2210 – Sheriff-STC (Fund 196)

### DEPARTMENT OVERVIEW

The Standards and Training Commission, as well as state law, requires all new Correctional Officers to participate in and graduate from, a 5 week corrections academy within the first year from their date of hire. Sergeants are required to attend a 3 week Supervisory class. All corrections staff are required to receive 24 hours of STC approved training per year. These funds assist the department in meeting these requirements.

### ACCOMPLISHMENTS IN FY 2017-18

- Newly hired Correctional Officers attended Core Academy

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 56-30 Other Government Agencies/Other –STC training funds

#### Services & Supplies

Acct. 20-00 Memberships – STC approved tuition costs

Acct. 28-30 Special Departmental Exp/Supplies & Services –STC approved per diem and lodging costs

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Fund 196 Function Sheriff-STC		Budget Unit 2210 - Sheriff-STC Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

56-30 Other	26,010	30,055	25,000	25,000
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**MISCELLANEOUS**

79-90 Miscellaneous	335	0	0	0
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79-91 Cancelled Checks	123	119	0	0
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<b>Revenue - Total</b>	<b>26,468</b>	<b>30,174</b>	<b>25,000</b>	<b>25,000</b>
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**SERVICES AND SUPPLIES**

20-00 Memberships	9,366	7,875	0	0
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28-30 Supplies & Services	35,367	21,224	30,000	30,000
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29-50 Transportation & Travel	0	0	60,595	60,595
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<b>Expenditures - Total</b>	<b>44,732</b>	<b>29,098</b>	<b>90,595</b>	<b>90,595</b>
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<b>Net Cost</b>	<b>18,264</b>	<b>(1,076)</b>	<b>65,595</b>	<b>65,595</b>
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# SHERIFF

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BRIAN L. MARTIN, Sheriff



## BU 2212 – Sheriff-Automated Warrants (Fund 195)

### DEPARTMENT OVERVIEW

Monies in this budget are collected by the courts per PC853.7 and VC40508.5 for an automated warrants system.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 31-90 Fines, Forfeitures, Penalties/Forfeitures & Penalties – Fines

#### Services & Supplies

Acct. 28-30 Special Departmental Exp/Supplies & Services

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 195 Function Sheriff-Automated Warrant		Budget Unit 2212 - Sheriff-Automated Warrant Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-90 Forfeitures & Penalties	709	731	750	750
<b>Revenue - Total</b>	<b>709</b>	<b>731</b>	<b>750</b>	<b>750</b>

**SERVICES AND SUPPLIES**

28-30 Supplies & Services	0	0	8,425	8,425
<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>8,425</b>	<b>8,425</b>
<b>Net Cost</b>	<b>(709)</b>	<b>(731)</b>	<b>7,675</b>	<b>7,675</b>

# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2213 – Sheriff-DNA (Fund 189)

### DEPARTMENT OVERVIEW

Monies in this budget are collected by both the Courts and Probation per GC76104.6 as set forth as a result of Proposition 69.

### GOALS IN FY 2018-19

- Make improvements to LCSO crime lab for storage, analysis, and processing of DNA evidence

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 31-70 Fines, Forfeitures, Penalties/Vehicle Code Fines – Fines

#### Services & Supplies

None

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 189 Function Sheriff-DNA		Budget Unit 2213 - Sheriff - D N A Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-70 Vehicle Code Fines	14,138	25,699	20,000	20,000
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**USE OF MONEY & PROPERTY**

42-01 Interest	1,863	1,934	2,500	2,500
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<b>Revenue - Total</b>	<b>16,001</b>	<b>27,633</b>	<b>22,500</b>	<b>22,500</b>
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**SERVICES AND SUPPLIES**

22-71 Postage	0	0	1,000	1,000
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28-30 Supplies & Services	650	0	270,599	280,064
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<b>Expenditures - Total</b>	<b>650</b>	<b>0</b>	<b>271,599</b>	<b>281,064</b>
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<b>Net Cost</b>	<b>(15,351)</b>	<b>(27,633)</b>	<b>249,099</b>	<b>258,564</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2214 – Sheriff-Asset Forfeiture (Fund 198)

### DEPARTMENT OVERVIEW

Monies in this budget are from seized property in accordance with the Equitable Sharing agreements between the County of Lake and the Department of Justice and Treasury. Monies are also received from State and Local forfeitures.

### ACCOMPLISHMENTS IN FY 2017-18

- Constructed new metal building at narcotics facility to store seized items
- Replaced portion of perimeter fence at narcotics facility to improve security and safety

### GOALS IN FY 2018-19

- Replace remaining portion of perimeter fencing for safety and security

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

None

#### Services & Supplies

None

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 198 Function Sheriff-Asset Forfeiture		Budget Unit 2214 - Sheriff-Asset Forfeiture Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-90 Forfeitures & Penalties	25,359	11,050	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	5,268	5,793	5,000	5,000
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**INTERGOVERNMENT REVENUES**

54-90 Other	112,214	56,946	0	0
56-01 Other	23,588	6,541	0	0

**MISCELLANEOUS**

79-90 Miscellaneous	0	1	0	0
79-91 Cancelled Checks	150	0	0	0

<b>Revenue - Total</b>	<b>166,579</b>	<b>80,330</b>	<b>5,000</b>	<b>5,000</b>
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**SERVICES AND SUPPLIES**

17-00 Maintenance-Equipment	0	0	15,000	15,000
18-00 Maint-Bldgs & Imprvmts	0	9,209	0	0
28-30 Supplies & Services	8,637	8,788	539,762	504,600
29-50 Transportation & Travel	18,510	11,554	50,000	50,000
38-00 Inventory Items	5,395	16,866	0	0

**CAPITALIZED ASSETS**

61-60 Current	0	81,758	100,000	100,000
61-69 Prior	12,218	0	0	0
62-79 Prior Years	12,391	0	0	0

<b>Expenditures - Total</b>	<b>57,151</b>	<b>128,175</b>	<b>704,762</b>	<b>669,600</b>
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<b>Net Cost</b>	<b>(109,428)</b>	<b>47,845</b>	<b>699,762</b>	<b>664,600</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2215 – Sheriff-Inmate Welfare (Fund 199)

### DEPARTMENT OVERVIEW

Services provided by these funds under PC4025 are used primarily for the benefit, education and welfare of the inmates confined within the jail facility.

### ACCOMPLISHMENTS IN FY 2017-18

- Conducted Programs at Jail to include GED, anger management, parenting classes, and others related to rehabilitation of offenders.
- Added concierge food services for inmates

### GOALS IN FY 2018-19

- Continue to provide programs in an effort to reduce recidivism

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 56-30 Other Government Agencies/Other – Commissary profit and phone commission

#### Services & Supplies

Acct. 23-91 Prof & Specialized Svcs/Intra-Div Services – Reimbursements to 2301 for accounting technician position needed for commissary and inmate fund tracking

Acct. 28-30 Special Departmental Exp/Supplies & Services – Used for inmate purposes

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 199 Function Sheriff-Inmate Welfare		Budget Unit 2215 - Sheriff - Inmate Welfare Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	2,755	2,757	2,500	2,500
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**INTERGOVERNMENT REVENUES**

56-30 Other	112,422	133,540	96,000	96,000
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**MISCELLANEOUS**

79-70 Other Sales-Miscellaneous	31,936	29,423	27,500	27,500
79-90 Miscellaneous	138	1	0	0
79-99 Donations	0	7	0	0

<b>Revenue - Total</b>	<b>147,250</b>	<b>165,728</b>	<b>126,000</b>	<b>126,000</b>
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**SERVICES AND SUPPLIES**

23-91 Intra-Div Services	41,473	47,322	75,000	75,000
28-30 Supplies & Services	97,923	86,795	411,894	408,400
38-00 Inventory Items	0	0	5,000	5,000

<b>Expenditures - Total</b>	<b>139,397</b>	<b>134,117</b>	<b>491,894</b>	<b>488,400</b>
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<b>Net Cost</b>	<b>(7,854)</b>	<b>(31,611)</b>	<b>365,894</b>	<b>362,400</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2216 – Sheriff-Pool Vehicle Replacement Fund (Fund 57)

### DEPARTMENT OVERVIEW

This budget contains General Fund monies previously held in trust for the replacement of Sheriff's unmarked vehicles used by Detectives, management, background investigators, civic service, jail staff and out of County trainings.

### GOALS IN FY 2018-19

- Purchase and replacement of unmarked pool vehicles

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 69-25	Other Current Services/Central Garage – Costs to replace vehicles
Acct. 79-60	Sales/Sale of Fixed Assets – Funds received for surplus

#### Services & Supplies

None

#### Capital Assets

Acct. 62-72	Equipment/ Autos & Light Trucks – replace unmarked vehicles
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#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 57 Function Sheriff-Pool Vehicle Repl		Budget Unit 2216 - Pool-Vehicle Replacement Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

69-25 Central Garage	25,544	20,479	25,000	25,000
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**MISCELLANEOUS**

79-60 Sale of Fixed Assets	0	1,710	0	0
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<b>Revenue - Total</b>	<b>25,544</b>	<b>22,189</b>	<b>25,000</b>	<b>25,000</b>
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**SERVICES AND SUPPLIES**

28-30 Supplies & Services	0	0	125,000	125,000
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**CAPITALIZED ASSETS**

62-72 Autos & Light Trucks	0	0	319,429	319,429
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<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>444,429</b>	<b>444,429</b>
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<b>Net Cost</b>	<b>(25,544)</b>	<b>(22,189)</b>	<b>419,429</b>	<b>419,429</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2217 – Sheriff-Pursuit Vehicle Replacement (Fund 58)

### DEPARTMENT OVERVIEW

This budget contains General Fund monies previously held in trust for the replacement of Sheriff's Jail transport and pursuit vehicles.

### ACCOMPLISHMENTS IN FY 2017-18

- Ordered 7 4WD vehicles for use by patrol and administration; during previous evacuation events, 4WD capabilities were lacking

### GOALS IN FY 2018-19

- Purchase vehicles and equipment to replace existing fleet as it ends serviceable life
- Purchase of commercial class semi-truck for towing of Sheriff's Mobile Emergency Operations Center (SMEOC). The current tow vehicle is not properly rated to safely transport the SMEOC

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 69-25	Other Current Services/Central Garage – Costs to replace vehicles
Acct. 79-60	Sales/Sale of Fixed Assets – Funds received for surplus

#### Services & Supplies

None

#### Capital Assets

Acct. 62-72	Equipment/Autos & Light Trucks – replace pursuit vehicles and trucks
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#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 58 Function Sheriff-Pursuit Veh Replc		Budget Unit 2217 - Pursuit Vehicle Replaceme Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

69-25 Central Garage	196,798	170,756	165,000	165,000
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**MISCELLANEOUS**

79-60 Sale of Fixed Assets	0	4,710	0	0
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<b>Revenue - Total</b>	<b>196,798</b>	<b>175,466</b>	<b>165,000</b>	<b>165,000</b>
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**SERVICES AND SUPPLIES**

28-30 Supplies & Services	0	0	365,000	365,000
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**CAPITALIZED ASSETS**

62-72 Autos & Light Trucks	173,158	287,854	1,330,655	1,006,580
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62-79 Prior Years	0	0	0	125,000
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<b>Expenditures - Total</b>	<b>173,158</b>	<b>287,854</b>	<b>1,695,655</b>	<b>1,496,580</b>
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<b>Net Cost</b>	<b>(23,640)</b>	<b>112,388</b>	<b>1,530,655</b>	<b>1,331,580</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2218 – Sheriff-Search & Rescue (Fund 187)

### DEPARTMENT OVERVIEW

This budget functions strictly by donations. Its main beneficiary was a donation from the Grace Mouzakis-Thompson trust. Under the terms of her trust, 25% of the monies were designated to be made available to Lake County Search and Rescue with the Sheriff as the beneficiary.

### ACCOMPLISHMENTS IN FY 2017-18

- Responded to 18 callouts for SAR assistance
- Assisted in numerous mutual aid operations with neighboring counties
- Rescued 4 stranded motorists off Cow Mountain, a family of 5 which was disabled by flood waters at Bear Creek, and several other rescues on public lands

### GOALS IN FY 2018-19

- Continue to maintain readiness for deployment of SAR volunteers in response to requests from the public and allied agencies
- Recruit and train additional SAR members/volunteers

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

None

#### Services & Supplies

Acct. 23-80 Prof & Specialized Svcs – Supplies needed for SAR activities

#### Capital Assets

Acct. 62-74 Equipment/Other – Yamaha Grizzly 550 Auto 4x4

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 187 Function Sheriff-Search & Rescue		Budget Unit 2218 - Sheriff-Search & Rescue Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	2,415	2,196	2,500	2,500
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**MISCELLANEOUS**

79-99 Donations	707	1,505	0	0
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<b>Revenue - Total</b>	<b>3,121</b>	<b>3,701</b>	<b>2,500</b>	<b>2,500</b>
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**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	156	0	15,000	15,000
17-00 Maintenance-Equipment	4,670	3,507	10,000	10,000
28-30 Supplies & Services	26,755	2,205	200,214	194,214
29-50 Transportation & Travel	3,872	7,692	15,000	15,000
38-00 Inventory Items	2,951	2,211	10,000	10,000

**CAPITALIZED ASSETS**

62-74 Other	0	0	15,000	15,000
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<b>Expenditures - Total</b>	<b>38,403</b>	<b>15,616</b>	<b>265,214</b>	<b>259,214</b>
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<b>Net Cost</b>	<b>35,282</b>	<b>11,915</b>	<b>262,714</b>	<b>256,714</b>
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# SHERIFF

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BRIAN L. MARTIN, Sheriff



## BU 2220 – Sheriff-POST (Fund 186)

### DEPARTMENT OVERVIEW

POST (Peace Officer Standards and Training) requires all peace officers and public safety dispatchers to receive a minimum of 24 hours training every two years. These funds assist the department in meeting these requirements. A maximum of 40 hours of POST reimbursement is allowable per employee per year.

Due to state budget cuts, POST has suspended all POST plan IV reimbursements. These classes will be paid by 2201 and 2202.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

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Acct. 68-80 Public Protection/Education Svcs (POST) – POST reimbursements

#### Services & Supplies

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Acct. 28-36 Special Departmental Exp/POST Training – Training

#### Capital Assets

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None

#### Contingencies

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None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 186 Function Sheriff-Post		Budget Unit 2220 - Sheriff - POST Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	608	401	500	500
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**CHARGES FOR SERVICES**

68-80 Educational Svcs (POST)	0	61,154	0	0
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**MISCELLANEOUS**

79-90 Miscellaneous	67	0	0	0
79-91 Cancelled Checks	908	66	0	0

<b>Revenue - Total</b>	<b>1,583</b>	<b>61,621</b>	<b>500</b>	<b>500</b>
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**SERVICES AND SUPPLIES**

28-36 P.O.S.T. Training	34,319	14,907	43,375	43,375
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<b>Expenditures - Total</b>	<b>34,319</b>	<b>14,907</b>	<b>43,375</b>	<b>43,375</b>
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<b>Net Cost</b>	<b>32,736</b>	<b>(46,714)</b>	<b>42,875</b>	<b>42,875</b>
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# SHERIFF

BRIAN L. MARTIN, Sheriff



## BU 2221 – Sheriff-Local Law Enforcement Block Grant (Fund 181)

### DEPARTMENT OVERVIEW

Monies in this budget are received from a Federal Byrne JAG grant.

### ACCOMPLISHMENTS IN FY 2017-18

- Purged 3573 Items from the evidence storage facility
- Drugs have been pulled for destruction due to Prop 64, which will be part of the 2018 drug purge
- Inventories have been completed on all sexual assault kits in Evidence

### GOALS IN FY 2018-19

- Purge the 347 general cases
- Complete inventory of general evidence
- Complete inventory of walk-in refrigerator and freezer
- Complete an inventory of homicide evidence and reorganize the locations

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 56-01 Other Federal/Other – JAG funding

#### Services & Supplies

Acct. 23-80 Prof & Specialized Svcs/Intra-Div Services – Reimbursement to 2201 for Evidence Assistant

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Due to conflict in Federal and State laws, a determination of our eligibility to continue to receive these funds has not been finalized.

Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 181 Function Sheriff-LCL Law Enfrmnt		Budget Unit 2221 - Sheriff-LCL Law Enfrmnt Activity Sheriff		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	62	8	0	0
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**INTERGOVERNMENT REVENUES**

56-01 Other	14,167	15,980	0	0
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<b>Revenue - Total</b>	<b>14,229</b>	<b>15,988</b>	<b>0</b>	<b>0</b>
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**SERVICES AND SUPPLIES**

23-91 Intra-Div Services	15,458	0	0	0
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<b>Expenditures - Total</b>	<b>15,458</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Net Cost</b>	<b>1,229</b>	<b>(15,988)</b>	<b>0</b>	<b>0</b>
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## BU 2301 — Jail Facilities

### DEPARTMENT OVERVIEW

Staffing at the facility is made up of a Captain, a Lieutenant, Correctional Sergeants, Correctional Officers, Correctional Aides, Law Enforcement Records Technicians, and Accounting personnel.

Food services are provided by way of a contract and meals are prepared on site.

Medical services are provided by way of contract and limited medical and dental services are provided on site. More extensive medical care is provided off-site as needed.

The jail is rated to house 286 inmates. The average daily population for FY 17-18 (as of 4/7/17) of 304 with a low of 275 and a high of 337.

Correctional Staff are responsible for security, programming, recreation, and medical attention for inmates. Additionally, correctional staff are responsible for transporting inmates to court appearances, inter-facility transfers, and medical appointments.

### ACCOMPLISHMENTS IN FY 2017-18

- Provided programs such as Alcohol and Other Drug Services, Anger Management, Domestic Violence, Moral Recognition Therapy, High School Equivalency, AA/NA programs, various volunteer and clergy led programs
- Installed water booster pumps in Phase I and Phase II
- Installed two 1000 gallon hot water storage tanks Phase I
- Installed new surveillance software with greater functionality and support
- Transitioned to a new inmate phone service provider

### GOALS IN FY 2018-19

- Partnering with Lake Family Resource Center to provide counseling for sexual assault survivors
- Installation of a centralized and modernized control center
- Strengthen the structure of the male worker dorm to accept a higher classification of inmates to free up space in medium security housing units
- Continue to search for additional rehabilitative programs and services for inmates

# SHERIFF

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BRIAN L. MARTIN, Sheriff  
BU 2301 – Jail Facilities

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 54-02 State Aid/Local Comm. Corrections – CCP monies due to AB 109  
Acct. 66-80 Charges for Services/Law Enforcement Services – Booking fees

### **Services & Supplies**

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Acct. 18-00 Maint/Bldgs & Imprvmnts – Maintenance of jail facilities  
Acct. 54-02 State Aid/Local Comm. Corrections – Inmate program costs

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 2301 - Sheriff-Jail Facilities Activity Detention & Correction		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-01 Supplemental Law Enf Svcs	18,214	18,128	20,500	20,500
54-02 Local Comm. Corrections	675,729	488,923	1,000,000	1,115,000
54-95 AB 90 CJSF	36,045	36,045	36,045	36,045
56-01 Other	16,708	0	0	0

**CHARGES FOR SERVICES**

66-80 Law Enforcement Services	117,639	127,033	115,000	115,000
68-60 Institutional Care & Svcs	45,273	37,827	40,000	40,000
69-20 Other	112	82	0	0

**MISCELLANEOUS**

79-70 Other Sales-Miscellaneous	0	10	0	0
79-80 Inmate Medical Reimb	3,068	2,768	2,500	2,500
79-90 Miscellaneous	149	1,474	0	0
79-91 Cancelled Checks	1,736	450	0	0

<b>Revenue - Total</b>	<b>914,673</b>	<b>712,740</b>	<b>1,214,045</b>	<b>1,329,045</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	3,241,979	3,228,620	3,773,812	3,773,812
01-12 Extra Help	12,521	18,612	23,562	23,562
01-13 OT, Holiday, Stby	851,090	432,646	448,364	448,364
01-14 Other, Term	29,013	49,820	15,430	15,430
02-21 FICA	307,008	277,249	327,961	327,961
02-22 PERS	762,097	868,197	1,140,060	1,140,060
03-30 Health/Life	563,245	551,314	665,015	665,015
03-31 Unemployment	9,390	10,917	26,294	26,294
03-32 Opt Out	14,467	18,643	16,800	16,800
04-00 Worker's Compensation	687,239	601,533	524,745	524,745

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	128,971	86,791	107,874	107,874
12-00 Communications	12,679	10,298	11,850	11,850
13-00 Food	536,131	560,646	550,000	550,000
14-00 Household Expense	73,245	67,341	65,000	65,000
15-12 Public Liability	319,353	442,285	248,022	248,022
15-13 Fire & Allied Cvrgs	9,449	9,515	11,447	11,447
17-00 Maintenance-Equipment	90,481	52,984	65,000	65,000
18-00 Maint-Bldgs & Imprvmnts	304,351	300,765	288,716	288,716
20-00 Memberships	500	346	1,000	1,000
22-70 Supplies	37,191	27,605	25,000	25,000
22-71 Postage	4,210	2,825	5,000	5,000
22-72 Books & Periodicals	10,912	11,270	12,000	12,000
23-80 Professional & Specialize	26,568	25,392	25,000	25,000
25-00 Rents & Leases-Equipment	144	445	1,000	1,000
27-00 Small Tools & Instruments	7,285	6,391	1,500	1,500
28-30 Supplies & Services	15,936	17,384	40,000	40,000
29-50 Transportation & Travel	47,363	51,161	20,000	20,000
29-51 Cent. Gar.-Pool Mlg ONLY	0	0	1,000	1,000
29-53 Sheriff	16,759	17,609	20,000	20,000
30-00 Utilities	310,577	314,743	315,000	315,000
38-00 Inventory Items	0	8,813	20,000	20,000
40-70 Support & Care of Persons	0	0	5,000	5,000
48-00 Taxes & Assessments	476	523	526	526
54-02 Local Comm. Corrections	36,037	33,756	150,000	150,000

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 2301 - Sheriff-Jail Facilities Activity Detention & Correction		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CAPITALIZED ASSETS**

62-74 Other	229,959	0	0	0
62-79 Prior Years	0	0	0	115,000

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(162,325)	(193,322)	(198,630)	(198,630)
<b>Expenditures - Total</b>	<b>8,534,302</b>	<b>7,913,115</b>	<b>8,753,348</b>	<b>8,868,348</b>

<b>Net Cost</b>	<b>7,619,630</b>	<b>7,200,376</b>	<b>7,539,303</b>	<b>7,539,303</b>
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# PROBATION

ROB HOWE, Chief Probation Officer



## BU 2302 – Probation

### DEPARTMENT OVERVIEW

The Probation Department provides services that enhance public safety. We are an “arm” of the Lake County Superior Court and as such we conduct investigations, author reports and make recommendations to Lake County’s Superior Court Judges. We supervise offenders and utilize evidence based practices in programming, testing, counseling and assessments with the objective of reducing recidivism. We engage in the collection of restitution and support victim restoration programs.

The Probation Department prepares approximately 2000 adult and juvenile court ordered reports annually. We currently have an adult supervision caseload of 1,103 and a juvenile caseload of 86.

### ACCOMPLISHMENTS IN FY 2017-18

- Through the application of Evidence Based Practice in probation supervision, the Probation Department has been able to keep the number of felony probation revocations resulting in state prison terms to less than 1% of the felony population over the past two calendar years. The Probation Department has also seen an annual 30% decrease in PRCS revocations resulting in state prison terms over that same time period. In 2017, there was only one PRCS revocation that resulted in state prison terms.
- For the third straight year the Probation Department, through the application of Evidence Based Practices, has held revocations of Mandatory Supervision cases resulting in state prison terms to less than a half of 1% of the population.
- The Probation Department’s Juvenile Division has also experienced success with the Family Wrap Program. The program was implemented in 2015, and in 2016, there was a 28% drop in participants that reoffended. The program was able to sustain this statistic in 2017.
- Through an agreement with the State Franchise Tax Board (SFTB), to utilize their collection services, we were able to increase our collection of fines, fees and restitution by over \$20,000.
- The officers and support staff of the probation department take pride in providing over one thousand court ordered reports annually. These reports are provided within a rigid time frame to assure that sentencings are completed as prescribed by statute. During the past year, reports were provided with virtually no errors and with a one hundred percent on time record. Probation also provided hundreds of man hours to the courts in the form of officers available to provide first hand assistance during sentencing and violation of probation hearings.
- Expanded our services and programming offered through our Day Reporting Center to include Nurturing Parenting, and a Men’s Recovery Support Group through AODS.
- Improved our DRC intake process to ensure those referred are screened for mental health and AOD services.

# PROBATION

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ROB HOWE, Chief Probation Officer  
BU 2302 – Probation

## GOALS IN FY 2018-19

- Continue to expand the services offered through our Day Reporting Center (DRC).
- As mentioned in the “ACCOMPLISHMENTS” section, we are proud of the quality of our reports. Our goal is to have less than 2% of our reports in need of any amendments and 0 reports filed late to the court. Given that the “Humphrey” Decision could more than double our annual court ordered reports, this will be quite a challenge.
- Continue to increase our use of Evidence Based Practice and programming to reduce recidivism.
- Through our agreement with the State Franchise Tax Board (SFTB), to utilize their collection services, we will again seek to increase our collection of court ordered victim restitution to assist and support victims, and increase Lake County’s revenue gained from court ordered fines and fees.
- With recent changes in the bail system, brought forth with the “Humphrey” case decision, as well as pending bail reform legislation, we will expand and improve upon our ability to perform pre-trial assessments, reports and programming.

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct.	53-01	State Assistance Program/Public Assistance Admin—SB 678 provided \$603,684 in FY 17-18. This revenue source has a performance based component and has fluctuated over the past few years. The base rate is \$200,000 and the aforementioned \$603,684 is the highest amount received in the past five years.
Acct.	54-02	State Aid/Local Comm. Corrections— We will be receiving \$1,095,910 in AB 109 funding from the Community Corrections Partnership. This is Public Safety Realignment funding meant to be expended on programs and services designed to reduce recidivism and the California State Prison population.
Acct.	55-01	Federal Assist Program/Public Assistance Admin— Title IV-E is a federal funding source aimed at improving the array of services and supports available to children and families involved in the child welfare and juvenile probation systems. We are anticipating \$253,500.

### Services & Supplies

Acct.	23-80	Prof & Specialized Svcs—Includes drug testing services and supplies, Mendo Lake Alternative Services (management of the community service program), electronic monitoring, new hire physicals and psychological evaluations and contracted background and internal affairs investigations.
Acct.	29-50	Transportation & Travel—Includes expenses for California Standards and Training (STC) mandated training for all peace officers, required placement visits for foster care and wards and out of state extradition.
Acct.	40-70	Child & Welfare/Support & Care of Persons— Includes contracts for our out of county juvenile placement, court ordered housing at the Division of Juvenile Justice (DJJ) Center and our contract with Tehama County to house our in-custody juvenile population.

### Capital Assets

None

### Contingencies

None

# PROBATION

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ROB HOWE, Chief Probation Officer  
BU 2302 – Probation

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There have been three major factors that have created changes in the budget from the prior year.

1. In September of 2017 we negotiated a contract with Tehama County Probation to house our in-custody juvenile population. This necessitated an increase in Deputy Probation Officer position allocations to handle additional transportation issues. We added one DPO position and funded one previously unfunded position. Even with the allocation increase, this contract represented a significant savings over our previous agreement with Mendocino County.
2. In January of 2018, the “Humphrey” Court Decision significantly changed the state’s bail system. Basically, the decision said that upon arrest a defendant cannot be denied bail simply based on his/her inability to afford it. Defendants are now entitled to bail hearings to determine their ability to pay and to determine if there are non-monetary alternatives to custody. Our Courts have adopted a procedure of requesting bail study reports, prepared by Probation, prior to each of these bail hearings. We are receiving an average of 36 court ordered bail study referrals per week and actually writing an average of 20 per week (we occasionally receive multiple referrals for one defendant and some defendants post bail prior to the hearing). To put that in perspective, Probation has historically averaged writing approximately 1,000 court ordered reports per year. At the current rate, this new procedure will more than double that. Although these reports are not as time consuming as some we write, the sheer number and quick turnaround (typically 2 days or less) has created a substantial increase in workload.
3. The first two factors have only been aggravated by the fact that, like most departments, Probation has been operating with multiple vacancies. Our normal turnover plus multiple retirements have created a vacancy rate as high as 29% for DPOs.

Fund 1 Function General County		Budget Unit 2302 - Probation Activity Detention & Correction		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

53-01 Public Assistance Admin	753,997	999,751	892,250	892,250
54-02 Local Comm. Corrections	995,910	1,188,160	1,095,910	1,095,910
54-05 Jv Just-Youthful Offender	204,944	190,864	200,000	200,000
54-06 Jv Just-Juv Re-Entry Grnt	34,170	0	0	0
54-90 Other	176,813	175,986	331,490	331,490
54-95 AB 90 CJSF	20,000	20,000	20,000	20,000
55-01 Public Assistance Admin	416,566	237,819	253,500	253,500
56-30 Other	95,243	97,748	67,555	67,555

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	10,419	9,765	10,000	10,000
66-80 Law Enforcement Services	3,094	2,619	5,000	5,000
66-90 Legal Services	9,249	5,845	10,000	10,000
67-50 Court Fees and Costs	1,773	714	2,000	2,000
68-60 Institutional Care & Svcs	503	136	0	0

**MISCELLANEOUS**

79-90 Miscellaneous	0	2,907	0	0
79-91 Cancelled Checks	68	227	0	0
79-99 Donations	8,049	0	0	0

<b>Revenue - Total</b>	<b>2,730,798</b>	<b>2,932,543</b>	<b>2,887,705</b>	<b>2,887,705</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	1,968,158	1,842,917	2,347,870	2,347,870
01-13 OT, Holiday, Stby	43,720	45,726	42,000	42,000
01-14 Other, Term	10,289	20,623	83,545	83,545
02-21 FICA	151,378	142,618	188,835	188,835
02-22 PERS	440,548	464,781	684,115	684,115
02-23 PERS-Co Paid Employee Con	12,922	0	0	0
03-30 Health/Life	296,628	293,949	385,693	385,693
03-31 Unemployment	4,874	6,183	16,888	16,888
03-32 Opt Out	11,533	10,000	14,400	14,400
04-00 Worker's Compensation	179,585	275,955	288,989	288,989

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	2,683	12,524	13,550	13,550
12-00 Communications	17,760	17,682	26,456	26,456
14-00 Household Expense	7,534	7,966	17,800	17,800
15-12 Public Liability	41,269	74,906	68,187	68,187
15-13 Fire & Allied Cvrsgs	1,409	1,555	2,315	2,315
17-00 Maintenance-Equipment	39,988	31,355	35,141	35,141
18-00 Maint-Bldgs & Imprvmts	7,867	6,755	21,520	21,520
19-41 Incarcerated Individual	1,911	0	0	0
20-00 Memberships	1,780	1,930	7,641	7,641
22-70 Supplies	14,991	15,243	18,000	18,000
22-71 Postage	3,591	2,300	7,700	7,700
22-72 Books & Periodicals	2,329	1,555	2,500	2,500
23-80 Professional & Specialize	76,344	75,456	93,600	93,600
26-00 Rents & Leases-Bldg & Imp	12,925	12,925	13,200	13,200
28-30 Supplies & Services	49,194	21,997	45,997	45,997
29-50 Transportation & Travel	45,671	36,999	61,250	61,250
29-51 Cent. Gar.-Pool Mlg ONLY	67,965	81,051	72,000	72,000
30-00 Utilities	68,439	70,280	69,000	69,000
38-00 Inventory Items	7,068	19,593	4,140	4,140

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2302 - Probation Activity Detention & Correction			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
40-70	Support & Care of Persons	768,002	428,149	381,600	381,600
48-00	Taxes & Assessments	139	153	160	160
54-02	Local Comm. Corrections	23,705	43,200	56,300	56,300
CAPITALIZED ASSETS					
62-71	Office	6,300	0	0	0
62-72	Autos & Light Trucks	76,753	0	0	0
62-74	Other	2,692	0	0	0
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(5,069)	(368)	(8,500)	(8,500)
Expenditures - Total		4,462,874	4,065,955	5,061,892	5,061,892
Net Cost		1,732,077	1,133,413	2,174,187	2,174,187

# HEALTH SERVICES

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DENISE POMEROY, Director



## BU 2304 – Jail Medical Services

### DEPARTMENT OVERVIEW

California Forensic Medical Group (CFMG) has developed medical delivery systems that have proven responsive to the needs of inmates, correctional facility administrators and county officials throughout California. Experts in California-based Correctional Healthcare, CFMG currently operates the majority of IMQ accredited sites in the state for both adult and juvenile corrections facilities.

### ACCOMPLISHMENTS IN FY 2017-18

- In FY 17/18, CFMG retained their accreditation under the Institute for Medical Quality

### GOALS IN FY 2018-19

- Apply for continued AB109 funding
- Provide a constitutional level of medical, dental and behavioral health services to the jail inmate population
- Evaluate trends in local incarceration and associated healthcare costs
- Review the Medi-Cal County Inmate Program (MCIP) for possible participation next fiscal year



# HEALTH SERVICES

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DENISE POMEROY, Director  
BU 2304 – Jail Medical Services

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 54-02 State Aid/Local Comm. Corrections – Local Community Corrections funding (AB 109)

### Services & Supplies

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Acct. 19-41 Medical Expense/Incarcerated Individual – Medical Expenses (Potential Medical Expenses for episodes costing over \$15,000 per incident)

Acct. 23-80 Prof & Specialized Svcs – California Forensic Medical Group (CFMG) base contract for inmate medical care

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The CFMG contract will go before the BOS for a new three year term for the period of July 1, 2018, through June 30, 2021. FY 18/19 the contract amount will be adjusted \$2,560,136 to \$2,665,614. This is a CPI averaged annual rate of 4.12% increase. The per diem charge will be adjusted from \$5.91 to \$6.12. The average daily inmate count remains at 305. This average represents the quarterly inmate population before the per diem rate applies. This is an exposure increase or decrease to line item 23.80 based on the inmate population of any given quarter.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2304 - Jail-Medical Services Activity Detention & Correction		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-02 Local Comm. Corrections	448,900	448,900	448,900	448,900
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**MISCELLANEOUS**

79-90 Miscellaneous	43,858	0	0	0
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<b>Revenue - Total</b>	<b>492,758</b>	<b>448,900</b>	<b>448,900</b>	<b>448,900</b>
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**SERVICES AND SUPPLIES**

19-41 Incarcerated Individual	0	4,415	50,000	50,000
23-80 Professional & Specialize	2,472,568	2,528,610	2,665,614	2,665,614
28-48 Ambulance Expense	0	0	5,000	5,000

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(658,200)	(658,200)	(658,200)	(658,200)
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<b>Expenditures - Total</b>	<b>1,814,368</b>	<b>1,874,824</b>	<b>2,062,414</b>	<b>2,062,414</b>
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<b>Net Cost</b>	<b>1,321,610</b>	<b>1,425,925</b>	<b>1,613,514</b>	<b>1,613,514</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 2305 – Criminal Justice Facilities (Fund 51)

### DEPARTMENT OVERVIEW

This budget unit is to account for monies allocated to the Criminal Justice Facilities Temporary Construction Fund, pursuant to State law and Board of Supervisors resolution.

The funding in this budget unit consists of a portion of court imposed fines which are allocated to this fund for purposes of maintaining and operating courthouse and criminal justice facilities. These are non-discretionary revenues.

### ACCOMPLISHMENTS IN FY 2017-18

- Transferred \$146,000 to the jail budget

### GOALS IN FY 2018-19

- Monitor revenue receipts until a sufficient amount of deposits have been made to transfer \$120,000 to the jail budget

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 31-70 Fines, Forfeits, Penalties/Vehicle Code Fines – Vehicle Code fines

#### Services & Supplies

Acct. 28-30 Special Departmental Exp/Supplies & Services – Transfer to BU 2301-Jail to reimburse Jail budget for maintenance and operation expenses of facilities

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Fund 51 Function Criminal Justice Programs		Budget Unit 2305 - Sheriff-Crim Just Progrms Activity Detention & Correction		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-70 Vehicle Code Fines	147,197	122,509	115,000	115,000
<b>Revenue - Total</b>	<b>147,197</b>	<b>122,509</b>	<b>115,000</b>	<b>115,000</b>

**SERVICES AND SUPPLIES**

28-30 Supplies & Services	120,000	146,000	125,000	125,000
<b>Expenditures - Total</b>	<b>120,000</b>	<b>146,000</b>	<b>125,000</b>	<b>125,000</b>

<b>Net Cost</b>	<b>(27,197)</b>	<b>23,491</b>	<b>10,000</b>	<b>10,000</b>
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# AGRICULTURAL COMMISSIONER

STEVE HAJIK, Agricultural Commissioner/Sealer



## BU 2601 – Agricultural Commissioner

### DEPARTMENT OVERVIEW

The following services are provided by the Agricultural Commissioner and Sealer's office: pest exclusion, pest detection, pest eradication, pest management, pesticide use enforcement, nursery plant inspections, fruit and vegetable standardization, invasive weed eradication, egg quality inspections, inspections of weighing devices for commercial use, quantity control inspections of pre-packaged commodities, ensuring that petroleum advertising and labeling are accurate and correct, and inspections of weighmaster operations.

This budget is funded 45% by state sub-venting, 14% permit fees and 41% General Fund discretionary revenue.

### ACCOMPLISHMENTS IN FY 2017-18

- In pesticide use enforcement, there were 157 permits issued, 8 inspections performed and 5 enforcement actions taken
- For insect pest detection, there were 888 traps deployed
- There were 1,248 commercial weighing and measuring devices inspected
- 2017 Crop Report was completed

### GOALS IN FY 2018-19

- Perform at least 40 pesticide use enforcement inspections by June 30, 2018. Inspections help promote and protect worker safety and the environment.
- Inspect every commercial weighing and measuring device listed under device registration by June 30, 2019. This ensures both consumer confidence and fair and equitable marketplace within the County.
- Complete the 2017 Crop Report by August, 2018. The Crop Report is an excellent tool to measure the health of the agricultural industry and is used as research for various entities.
- Complete the state insect detection agreements for GWSS, EGVM, GM, SOD, LBAM, JB, MFF, OFF, MLFF, by June 30, 2019, which protects agriculture from invasive species.

# AGRICULTURAL COMMISSIONER

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STEVE HAJIK, Agricultural Commissioner/Sealer  
BU 2601 – Agricultural Commissioner

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct.	53-90	State Admin Program/ Agriculture – State agreements that partially reimburse the County when performing various state-mandated programs
Acct.	66-30	Charges for Services/ Agricultural Services – Certificates issued to ensure compliance with County and State regulations/laws
Acct.	69-20	Other Current Services – Registration fees for commercial weighing and measuring devices that partially fund County inspections

### Services & Supplies

Acct.	23-80	Prof & Specialized Svcs – Funds weed control/eradication and abatement actions. This includes aquatic weed control in Clear Lake and possible removal of abandoned crops.
Acct.	29-50	Transportation & Travel – Funds staff to attend meetings and trainings
Acct.	29-51	Transportation & Travel/Cent. Gar. – Funds the use and maintenance of County Vehicles used by the department for various functions.

### Capital Assets

None

### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2601 - Agricultural Commissioner Activity Protective Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

53-90 Agriculture	273,821	299,294	284,830	284,830
56-30 Other	2,509	14,472	5,450	5,450

**CHARGES FOR SERVICES**

66-30 Agricultural Services	5,340	8,105	7,420	7,420
69-20 Other	57,358	70,653	70,500	70,500

**MISCELLANEOUS**

79-74 Poison Grain	2,725	2,716	5,500	5,500
79-90 Miscellaneous	4,990	3,445	0	0

<b>Revenue - Total</b>	<b>346,743</b>	<b>398,684</b>	<b>373,700</b>	<b>373,700</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	303,969	302,048	349,360	349,360
01-12 Extra Help	18,080	27,897	37,520	37,520
01-13 OT, Holiday, Stby	4,251	2,426	1,500	1,500
01-14 Other, Term	6,845	5,740	5,012	5,012
02-21 FICA	23,682	24,048	28,256	28,256
02-22 PERS	44,892	50,252	62,050	62,050
03-30 Health/Life	50,747	49,394	65,073	65,073
03-31 Unemployment	912	891	2,710	2,710
03-32 Opt Out	2,467	1,133	0	0
04-00 Worker's Compensation	5,742	5,112	4,818	4,818

**SERVICES AND SUPPLIES**

10-00 Agricultural	6,153	4,227	6,156	6,156
11-00 Clothing & Personal Suppl	0	54	200	200
12-00 Communications	2,089	1,768	4,500	4,500
15-12 Public Liability	7,083	6,587	2,271	2,271
15-13 Fire & Allied Cvrsgs	235	183	272	272
17-00 Maintenance-Equipment	3,529	1,475	3,540	3,540
18-00 Maint-Bldgs & Imprvmts	0	0	200	200
20-00 Memberships	3,060	2,695	2,370	2,370
22-70 Supplies	7,392	4,635	5,200	5,200
22-71 Postage	1,227	1,319	1,500	1,500
22-72 Books & Periodicals	151	138	250	250
23-80 Professional & Specialize	34,676	37,625	9,969	9,969
28-30 Supplies & Services	425	661	1,200	1,200
29-50 Transportation & Travel	6,616	5,933	6,940	6,940
29-51 Cent. Gar.-Pool Mlg ONLY	24,641	29,798	32,462	32,462
30-00 Utilities	121	122	140	140
38-00 Inventory Items	2,707	6,853	3,000	3,000
48-00 Taxes & Assessments	72	80	80	80

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(189)	0	0	0
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<b>Expenditures - Total</b>	<b>561,576</b>	<b>573,091</b>	<b>636,549</b>	<b>636,549</b>
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<b>Net Cost</b>	<b>214,832</b>	<b>174,408</b>	<b>262,849</b>	<b>262,849</b>
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# COMMUNITY DEVELOPMENT DEPARTMENT

MICHALYN DELVALLE, Director



## BU 2602 – Building and Safety (Fund 109)

### DEPARTMENT OVERVIEW

The Building and Safety budget unit is responsible for the implantation of Chapter 5, Building Regulations of the County of Lake and Chapter 13, Lake County Uniform Abatement of Public Nuisances Code. The Building Division staff is responsible for enforcement of Chapter 5 and the Code Enforcement Division addresses Chapter 13.

The Building Division duties include the California Building Code, Residential Code, Electrical Code, Plumbing Code, Mechanical Code, Fire Code, Green Building Code, Energy Code, Building Standards Administrative Code, Historical Building Code, and Existing Building Code. As well as the International Property Maintenance Code and Wildland-Urban Interface Code. Activities include plans intake, plans review, building inspection, staff to a Board of Appeals, and noncompliance/violation enforcement. The purpose of these regulations is to establish proper regulations to safeguard persons and property within the County of Lake by establishing minimum standards of building construction, including mechanical, plumbing, and wiring installations.

The purpose of the Code Enforcement Division is to provide a uniform and comprehensive method for the identification and abatement of public nuisances within the unincorporated areas of the County of Lake and to impose any costs of such abatement against the owners of the offending properties. Their duties include:

- Inspection of property to determine whether a public nuisance exists, issuing Notices of Nuisance and Order to Abate, if the abatement order is appeals, schedule a hearing before the Board of Supervisors, and if the property owner or other responsible party fails to abate the nuisance within the time specified by the Enforcement Official, the Enforcement Official is authorized to secure, remove, demolish, raze or otherwise abate the nuisance at the expense of the owner(s).
- Removal of rubbish/weeds
- Discontinuance of land use approvals
- Graffiti abatement
- Removal of abandoned, wrecked, dismantled or inoperative vehicles

This budget unit also includes management of the Community Development Department, including the Community Development Director, the Accounting Division, and Records Management Division.

### ACCOMPLISHMENTS IN FY 2017-18

- Conducted damage assessment for the Sulphur Fire
- Issued over 2,000 building permits
- Responded to over 486 code complaints
- Continued the electronic scanning of all paper records in the Department



# COMMUNITY DEVELOPMENT DEPARTMENT

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MICHALYN DELVALLE, Director  
BU 2602 – Building and Safety

## GOALS IN FY 2018-19

- Establish a baseline on how long it takes to process a building permit so that in future years measurable objectives can be set for performance
- Develop goals and measurable objectives to improve the Code Enforcement program
- Maintain procedure to ensure the proper accounting of all revenues and expenses of the Division
- Improve public involvement by enhancement of the Department's website and social media
- Enhance coordination with other county departments and work to eliminate "stove pipes".

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	21-20	Permits/Construction—Several factors may impact revenues for FY 18 – 19. These include the loss of contractors who have move south to respond to the rebuild in Napa and Sonoma Counties, increase construction costs, and increase interest rates.
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### Services & Supplies

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Acct.	23-80	Prof & Specialized Svcs— This account has been reduced because of the elimination of Bureau Veritas
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### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Notable changes between last fiscal year and this fiscal year's budgets includes:

- The elimination of Bureau Veritas (-\$275,000)
- Two new positions (Community Development Technician and Code Enforcement Officer)

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 109 Function Building and Safety		Budget Unit 2602 - Building & Safety Activity Protective Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-10 Development Permits	0	(103)	0	0
21-20 Construction	738,644	595,512	910,190	910,190
21-63 Mobile Home	18,914	12,025	13,800	13,800

**USE OF MONEY & PROPERTY**

42-01 Interest	3,350	5,331	0	0
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**CHARGES FOR SERVICES**

66-10 Planning & Engineering	361,082	306,688	591,623	591,623
66-17 State-CBSC fees 90%	1,298	(656)	4,278	4,278
66-20 CASP	0	1,950	3,606	3,606
66-50 Auditing & Accounting	178,549	3,064	4,000	4,000
69-20 Other	0	1,058	0	0

**MISCELLANEOUS**

79-90 Miscellaneous	34	160	0	0
79-91 Cancelled Checks	156	282	0	0

<b>Revenue - Total</b>	<b>1,302,026</b>	<b>925,310</b>	<b>1,527,497</b>	<b>1,527,497</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	377,409	380,186	697,052	697,052
01-12 Extra Help	0	22,275	0	0
01-13 OT, Holiday, Stby	1,002	6,682	0	0
01-14 Other, Term	3,354	12,429	0	0
02-21 FICA	27,697	30,337	49,860	49,860
02-22 PERS	55,794	61,213	115,759	115,759
03-30 Health/Life	83,406	76,624	132,696	132,696
03-31 Unemployment	1,233	1,943	4,562	4,562
04-00 Worker's Compensation	71,999	67,879	86,126	86,126

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	118	223	965	965
12-00 Communications	6,670	6,904	7,980	7,980
15-12 Public Liability	70,479	50,541	63,174	63,174
15-13 Fire & Allied Cvrsgs	168	197	215	215
17-00 Maintenance-Equipment	46,106	72,537	65,672	65,672
18-00 Maint-Bldgs & Imprvmts	0	74,163	0	0
20-00 Memberships	630	640	860	860
22-70 Supplies	8,811	6,320	9,657	9,657
22-71 Postage	8,084	4,454	5,000	5,000
22-72 Books & Periodicals	2,424	969	2,010	2,010
23-80 Professional & Specialize	76,637	310,080	50,255	50,255
23-90 Administrative Services	26,269	37,759	45,010	45,010
23-91 Intra-Div Services	1,000	0	146,996	146,996
24-00 Publications & Legal Ntcs	421	75	250	250
27-00 Small Tools & Instruments	163	181	600	600
28-30 Supplies & Services	326	2,163	8,030	8,030
29-50 Transportation & Travel	11,230	6,438	6,360	6,360
29-51 Cent. Gar.-Pool Mlg ONLY	31,358	39,487	25,000	25,000
30-00 Utilities	2,469	205	1,300	1,300
38-00 Inventory Items	1,408	31,343	2,100	2,100
48-00 Taxes & Assessments	7	8	8	8

**CAPITALIZED ASSETS**

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 109 Function Building and Safety		Budget Unit 2602 - Building & Safety Activity Protective Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

62-71 Office

0

14,820

0

0

## OTHER FINANCING USES

80-80 Interfund Reimbursements

(2,739)

0

0

0

**Expenditures - Total****913,933****1,319,074****1,527,497****1,527,497****Net Cost****(388,093)****393,764****0****0**

# COMMUNITY DEVELOPMENT DEPARTMENT

MICHALYN DELVALLE, Director



## BU 2604 – Nuisance Abatement (Fund 188)

### DEPARTMENT OVERVIEW

The Nuisance Abatement budget unit provides funding for the abatement of code violations and for cleanup of illegal dump sites.

### ACCOMPLISHMENTS IN FY 2017-18

- Seven sites abated; three properties, demolition of substandard dwellings, three property cleanups, one property clean up and removal of travel trailer.
- Nuisance abatement reimbursements of over \$55,000
- Placement of Board of Supervisors approved liens totaling \$41,403.
- Started using a new computer system, Accela, which allows for better tracking of code cases and scheduling of Code Enforcement Officers
- Closed 88 old files and 198 Accela Files
- Opened 512 new cases
- Processed 5 Nuisance Abatement Hearing requests held before the Board of Supervisors; three of the hearings were related to cannabis.
- Processed 7 lien hearings held before the Board of Supervisors for abatements.
- Reinstated the Abandoned Vehicle Abatement program
- Held Vehicle Amnesty on October 20th & 21st where 12 motorhomes, 7 travel trailers, 1 utility trailer, 11 boats, 10 carriers, 50 vehicles, 1 motorcycle, and 2 campers were brought in

### GOALS IN FY 2018-19

- Abate 100% more sites than in 2017-2018
- Monitor the performance of Accela regarding nuisance complaints and the management of abatements and make recommendation for improvements
- Review the abatement procedures and make changes to improve efficiencies and compliance with legal requirements
- Evaluate procedures in other counties to identify how the Lake County program can be improved

# COMMUNITY DEVELOPMENT DEPARTMENT

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MICHALYN DELVALLE, Director  
BU 2604 – Nuisance Abatement

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	31-95	Fines, Forfeitures, Penalties/Penalties & Costs on Delq – Expected revenue from fines, forfeit, and penalties
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### Services & Supplies

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Acct.	28-30	Special Departmental Exp/Supplies & Services – Cost of clean-up of illegal dump sites
Acct.	55-06	Other Charges/Nuisance Abatement – Contracted cost of abatement properties

### Capital Assets

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None

### Contingencies

---

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

- There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 188 Function Nuisance Abatement		Budget Unit 2604 - Nuisance Abatement Progrm Activity Protective Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-30 Prior Secured	2,500	0	5,000	5,000
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**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	2,592	28,684	30,000	30,000
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**USE OF MONEY & PROPERTY**

42-01 Interest	2,815	3,160	1,815	1,815
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	52,963	17,705	0	0
69-20 Other	34,094	14,811	20,000	20,000

**MISCELLANEOUS**

79-91 Cancelled Checks	850	0	0	0
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**OTHER FINANCING SOURCES**

80-97 Priv Sector Loan Rec	5,026	1,005	0	0
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<b>Revenue - Total</b>	<b>100,840</b>	<b>65,364</b>	<b>56,815</b>	<b>56,815</b>
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**SERVICES AND SUPPLIES**

23-90 Administrative Services	0	0	476	476
28-30 Supplies & Services	850	500	100,000	100,000
55-06 Nuisance Abatement	37,465	61,386	110,000	110,000

<b>Expenditures - Total</b>	<b>38,315</b>	<b>61,886</b>	<b>210,476</b>	<b>210,476</b>
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<b>Net Cost</b>	<b>(62,524)</b>	<b>(3,478)</b>	<b>153,661</b>	<b>153,661</b>
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# AGRICULTURAL COMMISSIONER

STEVE HAJIK, Agricultural Commissioner/Sealer



## BU 2701 – Fish and Game Protection & Propagation (Fund 131)

### DEPARTMENT OVERVIEW

The purpose to this budget is to support projects that improve the habitat for wildlife and fisheries in the County. The Agricultural Commissioner manages the budget for the Lake County Fish and Wildlife Advisory Committee which recommends projects to the Lake County Board of Supervisors for approval. This budget is fully funded by State Fish and Wildlife fines, forfeitures and penalties.

### ACCOMPLISHMENTS IN FY 2017-18

- The Lake County Fish and Wildlife Advisory Committee did not present any new projects for the Board of Supervisors to consider.

### GOALS IN FY 2018-19

Present new projection to the Board of Supervisors for consideration which support the following:

- Vegetation management in order to improve habitat and forage as well as water quality.
- Projects that improve and maintain the fisheries in Clear Lake.
- Outdoor recreational activities.
- Projects that improve habitat for terrestrial wildlife.

# AGRICULTURAL COMMISSIONER

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STEVE HAJIK, Agricultural Commissioner/Sealer  
BU 2701 – Fish and Game Protection & Propagation

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct.	31-81	Fines, Forfeit, Penalties/Fish and Game Fines—Supports proposed wildlife projects (Fish and Wildlife Advisory Committee)
Acct.	31-90	Fines, Forfeit, Penalties/Forfeitures & Penalties—Supports proposed wildlife projects (Fish and Wildlife Advisory Committee).
Acct.	42-01	Revenue from Use of Money/Interest—Supports proposed wildlife projects (Fish and Wildlife Advisory Committee)

### Services & Supplies

Acct.	23-80	Prof & Specialized Svcs—Funds projects which improve the habitat for wildlife and fisheries in the County
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### Capital Assets

None

### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 131 Function Fish and Game		Budget Unit 2701 - Fish and Game Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-81 Fish and Game Fines	9,283	2,649	2,000	2,000
31-90 Forfeitures & Penalties	5,645	1,431	1,000	1,000

**USE OF MONEY & PROPERTY**

42-01 Interest	294	386	300	300
<b>Revenue - Total</b>	<b>15,222</b>	<b>4,466</b>	<b>3,300</b>	<b>3,300</b>

**SERVICES AND SUPPLIES**

22-70 Supplies	0	0	50	50
22-71 Postage	0	0	50	50
23-90 Administrative Services	452	776	1,092	1,092
28-30 Supplies & Services	0	0	18,208	18,208
53-87 Fish & Game Propagation	66	0	100	100
<b>Expenditures - Total</b>	<b>518</b>	<b>776</b>	<b>19,500</b>	<b>19,500</b>

<b>Net Cost</b>	<b>(14,705)</b>	<b>(3,689)</b>	<b>16,200</b>	<b>16,200</b>
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# COMMUNITY DEVELOPMENT DEPARTMENT

MICHALYN DELVALLE, Director



## BU 2702 – Planning

### DEPARTMENT OVERVIEW

The Planning budget unit is responsible for maintenance and interpretation of the Lake County General Plan and various area plans, enforcement of the Lake County Zoning Ordinance, Lake County Subdivision, the Grading Ordinance, extraction and exportation of groundwater, certification of environmental documents, and support of the Planning Commission. The Planning budget unit consists of two divisions: Current Planning and Long-range and Environmental Planning.

Current planning responsibilities include zoning certifications, zoning permits, rezoning application, zoning text amendments, development permits, use permits, variances, certificates of compliance, voluntary mergers, lot line adjustments, determination of legal lot status, parcel maps, parcel map waivers, subdivisions, minor modification to subdivision maps, modification to permits, time extension to permits, revocation of permits, and compliance monitoring.

Land-range and Environmental Planning is responsible for General Plan and area plans updates, and area plans General Plan map amendments, and area plans General Plan text amendments, interpretation of the General Plan and area plans, other plans, grading permits, mines and/or reclamation permits, extraction and exportation of groundwater permits, and compliance monitoring.

### ACCOMPLISHMENTS IN FY 2017-18

- Continue the update process of the General Plan
- Prepared guidance to local communities in the preparation of community plans
- Update various Chapters of the County of Lake Ordinance Code to reflect current conditions
- Monitor fee revenue and actual time required to process an application and recommend adjustments
- Prepared a cannabis cultivation and a cannabis manufacturing, distribution, and testing ordinance

### GOALS IN FY 2018-19

- Continue the update process of the General Plan
- Provide guidance to local communities in the preparation of community plans
- Complete the update of the County of Lake Zoning Ordinance
- Successful implementation of the cannabis regulatory program

# COMMUNITY DEVELOPMENT DEPARTMENT

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MICHALYN DELVALLE, Director  
BU 2702 – Planning

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 21-10 Development Permits – This account is the major source of revenue for the Division  
Acct. 66-12 Charges for Services/Environmental Planning Fees – This is the fees to prepare the CEQA required documents.

### Services & Supplies

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Acct. 23-80 Prof & Specialized Svcs – This includes consultant service covered by direct charges to the applicant.

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Notable changes between last fiscal year and this fiscal year's budgets includes:

- Professional and Specialized Services reduced significantly due to changes in the CEQA approach for the Guenoc Valley project.
- Two new positions (Senior Planner and Assistant Planner)

Fund 1 Function General County		Budget Unit 2702 - Planning Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-10	Development Permits	54,005	83,300	181,809	181,809
21-40	Zoning	113,855	32,328	26,065	26,065
21-65	Sanit-Land Development	5,100	3,865	1,445	1,445

**CHARGES FOR SERVICES**

66-10	Planning & Engineering	23,007	26,759	19,389	19,389
66-11	Subdivision Insp Fees	4,550	1,016	3,229	3,229
66-12	Environment Planning Fees	30,996	59,812	48,365	48,365
66-13	Planned Development Fees	5,756	26,537	19,837	19,837
66-14	Mitigation Monitor/Inspec	68,665	60,446	59,603	59,603
66-19	Technology Recovery	777	14,213	10,130	10,130
66-21	General Plan Maint	0	5,300	0	0
69-20	Other	415	178	0	0

**MISCELLANEOUS**

79-70	Other Sales-Miscellaneous	0	0	100,000	100,000
79-90	Miscellaneous	407	722	0	0
79-91	Cancelled Checks	21	24	0	0

**OTHER FINANCING SOURCES**

81-22	In	373,000	200,000	200,000	200,000
<b>Revenue - Total</b>		<b>680,554</b>	<b>514,500</b>	<b>669,872</b>	<b>669,872</b>

**SALARIES AND BENEFITS**

01-11	Permanent	673,351	646,062	774,365	774,365
01-12	Extra Help	13,950	13,000	0	0
01-13	OT, Holiday, Stby	968	2,911	0	0
01-14	Other, Term	12,362	11,501	0	0
02-21	FICA	51,225	49,121	59,499	59,499
02-22	PERS	99,484	102,968	137,535	137,535
03-30	Health/Life	112,798	101,118	125,386	125,386
03-31	Unemployment	1,956	1,991	5,421	5,421
03-32	Opt Out	3,333	1,133	0	0
04-00	Worker's Compensation	27,085	10,576	16,155	16,155

**SERVICES AND SUPPLIES**

11-00	Clothing & Personal Suppl	0	0	420	420
12-00	Communications	2,384	1,861	4,320	4,320
15-12	Public Liability	25,486	6,883	2,362	2,362
15-13	Fire & Allied Cvrgrs	359	387	577	577
17-00	Maintenance-Equipment	33,770	4,186	37,910	37,910
20-00	Memberships	1,685	0	2,000	2,000
22-70	Supplies	12,703	11,702	14,002	14,002
22-71	Postage	2,143	2,179	2,500	2,500
22-72	Books & Periodicals	494	144	2,286	2,286
23-80	Professional & Specialize	185	18,312	100,000	100,000
23-90	Administrative Services	0	0	75,106	75,106
24-00	Publications & Legal Ntcs	8,124	9,987	8,500	8,500
28-30	Supplies & Services	2,044	2,550	8,735	8,735
29-50	Transportation & Travel	14,468	1,739	9,904	9,904
29-51	Cent. Gar.-Pool Mlg ONLY	11,914	5,232	14,000	14,000
38-00	Inventory Items	7,290	0	2,100	2,100
52-10	Contib to Non-Co Gov Agen	44,255	38,273	57,414	57,414

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 2702 - Planning Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(68,379)	(105,149)	(390,076)	(390,076)
<b>Expenditures - Total</b>	<b>1,095,436</b>	<b>938,667</b>	<b>1,070,421</b>	<b>1,070,421</b>
<b>Net Cost</b>	<b>414,882</b>	<b>424,167</b>	<b>400,549</b>	<b>400,549</b>

# ANIMAL CARE AND CONTROL

WILLIAM DAVIDSON, Director



## BU 2703 – Animal Care and Control

### DEPARTMENT OVERVIEW

LCACC enforces local and state laws pertaining to the ownership of domestic animals by offering rabies control efforts through the quarantine of biting animals, responding to loose dog complaints, a dog licensing program, and by offering low cost rabies vaccinations to the community. The Animal Care & Control Department also provides humane animal investigations, abatement of loose and nuisance animals (including livestock), animal rescue and disaster response services (LEAP), and by providing veterinary services to any stray domestic animal within the County of Lake as mandated.

Additionally, emergency services are provided to residents of the county 24/7 365 days a year. LCACC also operates a shelter with a holding capacity of 42 dogs, 90 cats, and two dozen assorted livestock. The facility is open to the public 6 days a week for retrieval of lost pets, the surrender of stray animals, the purchasing of licenses, the adoption of animals, and for general viewing. LCACC is dedicated to educating the public with regards to spaying and neutering of all domestic dogs and cats, and can provide on-site education to any school, business, or organization that requests assistance.

### ACCOMPLISHMENTS IN FY 2017-18

- Sulphur Fire Animal Assistance (LEAP)
- Successfully hired and trained new Animal Control Officer
- Promoted two Officers to the ACO II level
- Continued Live Release Rate of 75%
- Developed/Evolved the Adoption Coordinator position

### GOALS IN FY 2018-19

- Continue with Adoption Coordinator to increase live release rate
- Work to increase the use of Microchips as permanent animal identification
- Keep LEAP ready and alert for response
- Reach out to schools for Animal Control Presentations
- Continue to offer low cost vaccine clinics to the public

# ANIMAL CARE AND CONTROL

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WILLIAM DAVIDSON, Director  
BU 2703 – Animal Care and Control

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 66-72 Charges for Services/Humane Services –

### **Services & Supplies**

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Acct. 23-80 Prof & Specialized Svcs –

Acct. 29-51 Transportation & Travel/Cent. Gar. –

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The Deputy Director position will be underfilled with an ACO II, and supplies and services have been decreased by 14k to meet the allotted amount for the department.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 2703 - Animal Care & Control Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-01 Animal	42,719	42,852	36,000	36,000
21-60 Other	1,730	1,820	2,000	2,000

**FINES, FORFEIT, PENALTIES**

31-82 Criminal Fines	509	313	0	0
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**INTERGOVERNMENT REVENUES**

56-01 Other	21,572	0	0	0
56-30 Other	9,210	8,450	10,000	10,000

**CHARGES FOR SERVICES**

66-71 Animal Sales	6,265	5,727	7,000	7,000
66-72 Humane Services	126,529	142,154	130,000	130,000

**MISCELLANEOUS**

79-70 Other Sales-Miscellaneous	5,506	4,015	5,000	5,000
79-90 Miscellaneous	16,000	70	0	0

**OTHER FINANCING SOURCES**

81-22 In	69,000	75,000	75,000	75,000
81-23 Out	(69,000)	(75,000)	(75,000)	(75,000)
<b>Revenue - Total</b>	<b>230,040</b>	<b>205,400</b>	<b>190,000</b>	<b>190,000</b>

**SALARIES AND BENEFITS**

01-11 Permanent	286,706	285,816	312,728	312,728
01-12 Extra Help	147,732	149,770	146,867	146,867
01-13 OT, Holiday, Stby	34,219	32,191	42,498	42,498
01-14 Other, Term	421	524	0	0
02-21 FICA	27,400	27,180	31,372	31,372
02-22 PERS	42,829	46,059	55,542	55,542
03-30 Health/Life	70,165	74,529	77,155	77,155
03-31 Unemployment	1,103	1,171	3,198	3,198
04-00 Worker's Compensation	94,020	89,583	96,499	96,499

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	2,258	2,811	3,800	3,800
12-00 Communications	8,392	7,640	8,700	8,700
14-00 Household Expense	7,423	3,468	7,200	7,200
15-12 Public Liability	14,139	10,726	2,179	2,179
15-13 Fire & Allied Cvrsgs	693	778	889	889
17-00 Maintenance-Equipment	5,850	5,931	5,100	5,100
18-00 Maint-Bldgs & Imprvmts	6,566	4,240	6,000	6,000
19-40 Medical, Dental & Lab Exp	18,347	21,344	23,632	23,632
20-00 Memberships	0	200	200	200
22-70 Supplies	8,387	7,941	8,500	8,500
22-71 Postage	969	780	1,300	1,300
22-72 Books & Periodicals	402	315	550	550
23-80 Professional & Specialize	50,988	41,803	46,000	46,000
24-00 Publications & Legal Ntcs	256	2,634	1,500	1,500
28-30 Supplies & Services	20,743	17,952	22,000	22,000
29-50 Transportation & Travel	5,039	3,682	500	500
29-51 Cent. Gar.-Pool Mlg ONLY	54,323	55,244	65,000	65,000
30-00 Utilities	46,509	53,297	48,000	48,000



## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2703 - Animal Care & Control Activity Other Inspection			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
38-00 Inventory Items		1,151	2,164	0	1,550
CAPITALIZED ASSETS					
61-60 Current		18,202	0	0	0
62-74 Other		16,000	0	0	0
62-79 Prior Years		39,813	0	0	0
OTHER FINANCING USES					
80-80 Interfund Reimbursements		(19,247)	0	0	0
Expenditures - Total		1,011,798	949,774	1,016,909	1,018,459
Net Cost		781,757	744,373	826,909	828,459



## BU 2704 – Office of Emergency Services

### DEPARTMENT OVERVIEW

The Lake County Office of Emergency Services provides training and assistance to local entities and the population affected by disasters. This Office is a coordinating agency and relies upon participation and assistance from various governmental and non-governmental organizations during disasters.

The Sheriff is the Director of Emergency Services and the Undersheriff is the Assistant Director of Emergency Services. Staffing includes one (1) full time Emergency Services Manager and an Emergency Services Assistant.

### ACCOMPLISHMENTS IN FY 2017-18

- Hired Emergency Services Assistant
- Started remodel of Emergency Operations Center
- Made significant progress in drafting EOP to include multiple sessions of public and stakeholder input
- Contracted Hazard Mitigation Plan and submitted to State for review

### GOALS IN FY 2018-19

- Implement and have adopted the County EOP
- Conduct required training exercises
- Continue participation in emergency preparedness activities with community groups and stakeholders
- Continue applying for SHSGP, EMPG, and other grants

# SHERIFF

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BRIAN L. MARTIN, Sheriff  
BU 2704 – Office of Emergency Services

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 54-90 State Aid/Other – OES funds received for Homeland Security and Emergency Planning

### **Services & Supplies**

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None

### **Capital Assets**

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Acct. 62-74 Equipment/Other – Video control system

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2704 - Emergency Services Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-90 Other	180,779	138,467	419,317	419,317
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**MISCELLANEOUS**

79-91 Cancelled Checks	287	0	0	0
79-99 Donations	0	5,000	0	0
<b>Revenue - Total</b>	<b>181,066</b>	<b>143,467</b>	<b>419,317</b>	<b>419,317</b>

**SERVICES AND SUPPLIES**

12-00 Communications	0	3,047	0	0
17-00 Maintenance-Equipment	17,500	21,435	0	0
18-00 Maint-Bldgs & Imprvmnts	0	0	7,291	7,291
23-80 Professional & Specialize	291	97,251	0	0
23-91 Intra-Div Services	0	6,870	152,256	152,256
28-30 Supplies & Services	0	282	4,000	4,000
38-00 Inventory Items	25,425	149,401	190,061	190,061
52-10 Contib to Non-Co Gov Agen	15,869	35,464	57,000	57,000

**CAPITALIZED ASSETS**

62-74 Other	0	11,640	20,000	20,000
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**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(4,000)	(4,000)	(4,000)	(4,000)
<b>Expenditures - Total</b>	<b>55,086</b>	<b>321,389</b>	<b>426,608</b>	<b>426,608</b>

<b>Net Cost</b>	<b>(125,980)</b>	<b>177,922</b>	<b>7,291</b>	<b>7,291</b>
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# ASSESSOR

RICHARD A. FORD, Assessor-Recorder



## BU 2707 – Recorder

### DEPARTMENT OVERVIEW

The County Recorder is responsible for recording a variety of documents that pertain to real property in Lake County or documents that are required by statute to be recorded. The County Recorder is the official custodian for all permanent records and indexes of the county's official records. The records are available to the public during regular business hours.

### ACCOMPLISHMENTS IN FY 2017-18

- Continued completing cross-training of staff
- Promoted an Internal Candidate to be the new Deputy Assessor-Recorder Supervisor
- Upgrade of cashier system to required version, bring cashiering back into support and eliminate the extra associated cost when calling support
- Upgrade of Recording System to bring back also into support and eliminate the extra associated cost when calling support
- Continued improvement of staff knowledge relating to applicable laws and methods associated with the office

### GOALS IN FY 2018-19

- Continued expansion of cross-training staff and tasks
- Continue internal training program to improve staff knowledge
- Improve use of recording system
- Finish certifying all Deputy Assessor Recorders

# ASSESSOR

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RICHARD A. FORD, Assessor-Recorder  
BU 2707 – Recorder

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 66-91 Charges for Services/Recording Fees – Recording fees

### Services & Supplies

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Acct. 23-91 Professional & Specialized Svcs/Intra-Div Services – Transfer to 1123

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Recording Fees have increased noting a possible improvement in the transactions processed in the real estate market.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 2707 - Recorder Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

66-91	Recording Fees	252,761	245,804	290,000	290,000
69-20	Other	1,350	2,075	5,000	5,000

**MISCELLANEOUS**

79-70	Other Sales-Miscellaneous	0	75	100	100
79-90	Miscellaneous	0	86	100	100

<b>Revenue - Total</b>		<b>254,111</b>	<b>248,040</b>	<b>295,200</b>	<b>295,200</b>
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**SALARIES AND BENEFITS**

01-11	Permanent	116,941	91,736	141,137	141,137
01-13	OT, Holiday, Stby	4,368	1,059	0	0
02-21	FICA	9,061	6,989	10,981	10,981
02-22	PERS	17,277	14,765	25,067	25,067
03-30	Health/Life	40,854	31,288	28,976	28,976
03-31	Unemployment	333	268	8,313	8,313
03-32	Opt Out	0	1,067	2,400	2,400
04-00	Worker's Compensation	2,799	2,900	2,720	2,720

**SERVICES AND SUPPLIES**

11-00	Clothing & Personal Suppl	226	0	0	0
12-00	Communications	821	763	800	800
15-12	Public Liability	11,854	10,696	2,119	2,119
15-13	Fire & Allied Cvrsgs	265	286	313	313
17-00	Maintenance-Equipment	0	0	500	500
20-00	Memberships	700	700	800	800
22-70	Supplies	5,371	4,601	4,000	4,000
22-71	Postage	7,322	9,413	9,500	9,500
22-72	Books & Periodicals	150	289	300	300
23-80	Professional & Specialize	17	0	2,000	2,000
23-91	Intra-Div Services	20,368	22,404	22,404	22,404
24-00	Publications & Legal Ntcs	0	501	700	700
28-30	Supplies & Services	0	1,515	1,700	1,700
29-50	Transportation & Travel	2,823	1,459	1,760	1,760
29-51	Cent. Gar.-Pool Mlg ONLY	0	0	1,445	1,445

**OTHER FINANCING USES**

80-80	Interfund Reimbursements	(1,001)	(1,001)	0	0
80-81	Intrafund Reimbursements	0	0	(1,001)	(1,001)

<b>Expenditures - Total</b>		<b>240,549</b>	<b>201,698</b>	<b>266,934</b>	<b>266,934</b>
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<b>Net Cost</b>		<b>(13,562)</b>	<b>(46,342)</b>	<b>(28,266)</b>	<b>(28,266)</b>
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# ASSESSOR

RICHARD A. FORD, Assessor-Recorder



## BU 2708 – Recorder-Micrographics (Fund 182)

### DEPARTMENT OVERVIEW

This budget unit was established to replace the old micrographics Trust Fund 431.02 as the result of GASB 34.

### ACCOMPLISHMENTS IN FY 2017-18

- Further training of staff to better understand indexing and verifying of documents

### GOALS IN FY 2018-19

- Finish Redaction project

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 66-91 Charges for Services/Recording Fees – Recording fees

#### Services & Supplies

Acct. 22-70 Office Expense/Supplies – Supplies to retain and preserve vital records

Acct. 23-80 Professional & Specialized Svcs – Redaction of SSNs

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 182 Function Recorder-Micrographics		Budget Unit 2708 - Recorder-Micrographics Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	6,719	6,893	7,200	7,200
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**CHARGES FOR SERVICES**

66-91 Recording Fees	54,303	51,943	54,400	54,400
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**MISCELLANEOUS**

79-91 Cancelled Checks	0	118	0	0
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<b>Revenue - Total</b>	<b>61,022</b>	<b>58,954</b>	<b>61,600</b>	<b>61,600</b>
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**SALARIES AND BENEFITS**

01-12 Extra Help	7,734	7,057	22,855	22,855
02-21 FICA	213	194	629	629
03-31 Unemployment	62	62	0	0
04-00 Worker's Compensation	100	157	68	68

**SERVICES AND SUPPLIES**

22-70 Supplies	38	16	1,500	1,500
23-80 Professional & Specialize	7,705	10,908	140,000	140,000
23-90 Administrative Services	47	1,677	3,260	3,260
23-91 Intra-Div Services	1,001	1,001	1,001	1,001

<b>Expenditures - Total</b>	<b>16,900</b>	<b>21,073</b>	<b>169,313</b>	<b>169,313</b>
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<b>Net Cost</b>	<b>(44,122)</b>	<b>(37,881)</b>	<b>107,713</b>	<b>107,713</b>
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# ASSESSOR

RICHARD A. FORD, Assessor-Recorder



## BU 2709 – Recorder-Modernization (Fund 183)

### DEPARTMENT OVERVIEW

The budget unit was established to replace the old Modernization Trust Fund 431.05 as the result of GASB 34.

### ACCOMPLISHMENTS IN FY 2017-18

- Upgrade front counter computers
- Upgrade front office with information screen
- Upgraded 2 printers

### GOALS IN FY 2018-19

- Upgrade desktop computers
- Further improve systems to increase access to recorded information

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 66-91 Charges for Services/Recording Fees – Recording fees

#### Services & Supplies

Acct. 17-00 Maintenance/Equipment – Maintain scanners for vitals, HalFile systems, etc.

Acct. 18-00 Maintenance/Bldg & Imprvmnts – Redo front counter for ADA compliance

Acct. 23-80 Professional & Specialized Svcs – Preservation of historical documents to modern binding

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Fund 183 Function Recorder-Modernization		Budget Unit 2709 - Recorder-Modernization Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	6,501	6,454	6,900	6,900
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**CHARGES FOR SERVICES**

66-91 Recording Fees	91,448	88,185	90,000	90,000
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<b>Revenue - Total</b>	<b>97,949</b>	<b>94,639</b>	<b>96,900</b>	<b>96,900</b>
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**SERVICES AND SUPPLIES**

17-00 Maintenance-Equipment	0	247	2,000	2,000
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18-00 Maint-Bldgs & Imprvmnts	0	0	20,000	20,000
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23-80 Professional & Specialize	19,971	13,330	50,000	50,000
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23-90 Administrative Services	27,007	47,230	28,626	28,626
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23-91 Intra-Div Services	40,737	44,810	44,810	44,810
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38-00 Inventory Items	4,812	4,079	5,000	5,000
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<b>Expenditures - Total</b>	<b>92,527</b>	<b>109,696</b>	<b>150,436</b>	<b>150,436</b>
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<b>Net Cost</b>	<b>(5,422)</b>	<b>15,057</b>	<b>53,536</b>	<b>53,536</b>
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# ASSESSOR

RICHARD A. FORD, Assessor-Recorder



## BU 2710 – Recorder-Vitals & Health Statistics (Fund 184)

### DEPARTMENT OVERVIEW

This budget unit was established to replace the old Vital and Health Statistics Trust Fund 431.06 as a result of GASB 34.

### ACCOMPLISHMENTS IN FY 2017-18

- Further staff training in vital records and the Recorder's office in this process.

### GOALS IN FY 2018-19

- Prepare to scan and index vitals records.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 66-91 Charges for Services/Recording Fees – Recording fees

#### Services & Supplies

Acct. 22-70 Office Expense/Supplies – Supplies to retain and preserve vital records

Acct. 23-80 Professional & Specialized Svcs – Restoration & Conversion of old vital records

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 184 Function Recorder-VtIs & Hlth Stat		Budget Unit 2710 - Recorder-VtIs & Hlth Stat Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

66-91 Recording Fees	3,408	3,736	3,600	3,600
<b>Revenue - Total</b>	<b>3,408</b>	<b>3,736</b>	<b>3,600</b>	<b>3,600</b>

**SERVICES AND SUPPLIES**

22-70 Supplies	57	174	1,000	1,000
23-80 Professional & Specialize	0	661	34,000	34,000
23-90 Administrative Services	102	108	15	15

**OTHER FINANCING USES**

90-91 Contingencies	0	0	500	500
<b>Expenditures - Total</b>	<b>159</b>	<b>943</b>	<b>35,515</b>	<b>35,515</b>

<b>Net Cost</b>	<b>(3,249)</b>	<b>(2,793)</b>	<b>31,915</b>	<b>31,915</b>
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# ANIMAL CARE AND CONTROL

WILLIAM DAVIDSON, Director



## BU 2711 – Animal Medical Clinic (Fund 190)

### DEPARTMENT OVERVIEW

2711 is our Medical Clinic Fund. We provide our own spays and neuters on site, as well as most of our animal medical needs, via one contract for Veterinary/RVT services at our facility located on the North side of the shelter. This In-House Medical Program is a big plus for our department and the community. Since we are now providing our own surgeries and medical care, the cost of adopting an animal has decreased and our euthanasia rates are declining, especially with cats.

We are also offering spay and neuter services to our local rescue groups and to those members of the public who are income qualified. Lastly, our clinic has also allowed us to deal with our cat overpopulation problem by offering 'no cost' alterations to stray community cats. Our Community Cat Program has been a huge success in the community and has a very high demand. This program has allowed us to double our live release rate on cats, and has a corresponding drop in the euthanasia of cats as well.

### ACCOMPLISHMENTS IN FY 2017-18

- Over 600 owned Dogs and Cats altered
- Over 800 Community Cats altered
- Tens of Thousands of dollars in medical care provided to shelter animals
- Veterinary Care provided to victims of Sulphur Fire
- Acceptance of Digital X-ray Machine and Grant from Banfield Foundation for new oxygenator

### GOALS IN FY 2018-19

- Continued Success with the Community Cat Program
- Increase Public Spay Neuter Assistance
- Continue to provide excellent quality health care for all stray animals
- Work with other rescues and agencies on providing needed services prior to transfer
- Increase revenue by supplementing spay/neuter services with necessary dentals

# ANIMAL CARE AND CONTROL

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WILLIAM DAVIDSON, Director  
BU 2711 – Animal Medical Clinic

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 21-01 Development Permits/ Animal – Spay/neuter license money  
Acct. 66-72 Charges for Services/Humane Services – Humane Sales

### **Services & Supplies**

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Acct. 19-40 Medical Expense/Medical, Dental & Lab Exp – Medical supplies  
Acct. 23-80 Prof & Specialized Svcs – Professional services

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The primary goal for next year will be to try and increase revenue from fees for service. Additionally, we are currently in the process of hiring a new vet.

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 190 Function Animal Medical Clinic		Budget Unit 2711 - Animal Medical Clinic Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-01 Animal	9,555	9,850	8,500	8,500
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**CHARGES FOR SERVICES**

66-71 Animal Sales	0	168	0	0
66-72 Humane Services	80,290	62,247	75,000	75,000

**MISCELLANEOUS**

79-82 Other Agencies-Private	0	1,700	0	0
79-90 Miscellaneous	0	2,860	0	0
79-99 Donations	11,112	8,444	7,500	7,500

**OTHER FINANCING SOURCES**

81-22 In	69,000	75,000	80,875	75,000
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<b>Revenue - Total</b>	<b>169,957</b>	<b>160,269</b>	<b>171,875</b>	<b>166,000</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	0	0	0	40,227
02-21 FICA	0	0	0	3,077
02-22 PERS	0	0	0	7,145
03-30 Health/Life	0	0	0	9,644
03-31 Unemployment	0	0	0	282

**SERVICES AND SUPPLIES**

17-00 Maintenance-Equipment	660	1,642	0	0
19-40 Medical, Dental & Lab Exp	28,921	27,167	28,000	28,000
23-80 Professional & Specialize	140,065	140,000	140,000	79,625
26-00 Rents & Leases-Bldg & Imp	1,054	0	0	0
28-30 Supplies & Services	0	0	3,875	2,616
38-00 Inventory Items	0	1,609	0	0

<b>Expenditures - Total</b>	<b>170,700</b>	<b>170,418</b>	<b>171,875</b>	<b>170,616</b>
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<b>Net Cost</b>	<b>743</b>	<b>10,149</b>	<b>0</b>	<b>4,616</b>
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# AGRICULTURAL COMMISSIONER

STEVE HAJIK, Agricultural Commissioner/Sealer



## BU 2714 – Biological Community (Fund 134)

### DEPARTMENT OVERVIEW

The purpose of this budget is to fund USDA Wildlife Services which assists the public by: protecting public health and safety, reduce livestock depredation and mitigating, and property damaged by wildlife. This is done by removing the individual animals that pose an immediate threat to human safety. Livestock losses are addressed through educating ranchers and removal of individual animals when necessary. Animal activity which results in damaged property is addressed through education of the public and removal of the animals when necessary. This budget is funded 63% by local property taxes and 37% by General Fund discretionary revenues.

### ACCOMPLISHMENTS IN FY 2017-18

- Over 800 citizens were assisted using the USDA Wildlife Services
- This assistance included field visits as well as technical assistance
- Limited wildlife damage to \$34,811, while protecting \$1,500,000 of resources

### GOALS IN FY 2018-19

- Continue to assist the public that have problems with wildlife in a timely manner via the USDA Wildlife Services.
- This is accomplished by protecting the public health and safety, reducing livestock depredation and mitigating property damage by wildlife.

# AGRICULTURAL COMMISSIONER

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STEVE HAJIK, Agricultural Commissioner/Sealer  
BU 2714 – Biological Community

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	10-10	Property Taxes/Current Secured – Funds USDA Wildlife Services Trappers (1.5)
Acct.	10-20	Property Taxes/Current Unsecured – Funds USDA Wildlife Services Trappers (1.5)
Acct.	10-25	Property Taxes/Supp 813-Current – Funds USDA Wildlife Services Trappers (1.5)

### **Services & Supplies**

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Acct.	23-80	Prof & Specialized Svcs – Funds the USDA Wildlife Services Trappers (1.5) who assist the public with wildlife problems. One Trapper is shared with Napa County.
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### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 134 Function Biological Community		Budget Unit 2714 - Biological Community Activity Other Inspection		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	61,227	64,123	64,000	64,000
10-20 Current Unsecured	1,430	1,455	1,600	1,600
10-25 Supp 813-Current	249	951	200	200
10-35 Supp 813-Prior	117	121	160	160
10-40 Prior Unsecured	50	48	60	60
10-70 Timber Yield	111	5	50	50

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	2	1	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	117	153	150	150
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	789	755	800	800
54-70 Disaster Rev Loss Backfil	3,191	0	0	0

**OTHER FINANCING SOURCES**

81-22 In	36,513	2,500	38,414	38,414
<b>Revenue - Total</b>	<b>103,797</b>	<b>70,113</b>	<b>105,434</b>	<b>105,434</b>

**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	98,378	62,802	103,374	103,374
23-90 Administrative Services	981	1,335	2,060	2,060
<b>Expenditures - Total</b>	<b>99,359</b>	<b>64,137</b>	<b>105,434</b>	<b>105,434</b>

<b>Net Cost</b>	<b>(4,438)</b>	<b>(5,976)</b>	<b>0</b>	<b>0</b>
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# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



## BU 3011 – Road Department (Fund 98)

### DEPARTMENT OVERVIEW

The Road Maintenance Division is responsible for protecting and maintaining 613 centerline miles of public roads, plus 4 miles of CSA roads in the unincorporated area of the County. The Division consists of 33 field employees stationed at three satellite road maintenance yards located in Lower Lake, Kelseyville and Upper Lake.

The focus of this division's program is preventative maintenance and the protection of the public's investment in its road system. This program is accomplished by an aggressive approach with emphasis on drainage, patching and sealing of pavement surfaces and extensions of pavement life. Traffic safety is afforded through efforts to provide adequate visibility via control of vegetation by mowing, trimming, and herbicide spraying in addition to an aggressive pavement marking and roadside warning and regulatory sign maintenance program which assists the motorist's perception of roadway conditions.

There are 122 bridges and numerous major drainage structures that are inspected, repaired, and maintained by this division of the department. Accessory and complimentary roadside fixtures are also maintained by this division such as fencing, guardrails, barriers, etc. Additionally, this division serves as a maintenance and labor resource for other divisions' needs including maintenance of flood control facilities.

### ACCOMPLISHMENTS IN FY 2017-18

- Respond to over 400 Service Requests for road maintenance county-wide
- Completed the planned pavement rehabilitation project in the Twin Lakes Subdivision
- Completed the repair of New Long Valley Road and Elk Mountain Road storm damage sites
- Performed vegetation control on hundreds of lane miles using herbicide application and roadside mowing

### GOALS IN FY 2018-19

- Complete work on projects identified in our SB1 Road Rehabilitation List
- Expand training opportunities within the Division to prepare for future openings and succession planning
- Continue to provide quality maintenance services with a focus on roadway safety, adequate and proper signage, and clear roadside recovery areas
- Perform chip seal on at least 20 miles of road with a Pavement Condition Index of 50 or greater
- Rehab or replace at least two short-span bridges out of a list of several that have been identified as being in need of repairs

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director  
BU 3011 – Road Department

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 52-51 State Taxes/Highway Users –  
Acct. 52-52 RMRA SB1 –  
Acct. 55-30 Other Federal/Construction (FAS) –

### Services & Supplies

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Acct. 23-85 Professional & Specialized Svcs/DPW Services – Cost for DPW Admin Services  
Acct. 23-90 Professional & Specialized Svcs/ Administrative Services – County general overhead

### Capital Assets

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Acct. 63-01 Construction in Progress/Roads – Various road projects  
Acct. 63-02 Construction in Progress/Bridges – Various bridge projects  
Acct. 63-09 Construction in Progress/Sidewalks/Curbs/Bike Paths – Upper Lake Pedestrian Improvement Project, Konocti Road sidewalks, Middletown Multi-use pathway

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The only appreciable changes in this Divisions budget for FY 18/19 is the addition of the anticipate SB1 funding for road maintenance and rehabilitation. If critics of the recently passed gasoline tax increase are successful in repealing the legislation, the Department will lose an estimated \$3 million dollars in discretionary funding.

County of Lake, Fiscal Year 2018-2019		
Road Fund - Work Program - Revenues		
<b>General Purpose Road Revenues</b>		
County Property Taxes	\$ 771,050	
H.O.P.T.R.	\$ 10,000	
Federal Forest Receipts	\$ 8,000	
Highway Users Gas Tax (State)	\$ 2,671,600	
Road Maintenance Account (SB1)	\$ 1,836,441	
Interest Earnings	\$ 70,000	
		\$ 5,367,091
<b>Project Specific Revenues</b>		
HBP Bridge (100% using toll credits)/HSIP Sign Repl and Overlay	\$ 5,944,323	
Demo Grant - (south main/SBR)	\$ 713,368	
Road & Street services, CSA reimb, Other Contributions	\$ 842,045	
Federal Gas Tax (State Exchange); RSTP (APC)	\$ 663,873	
STIP, state (cole crk, sth main/SBR, Middletown multi-use path, UL Ped Imp)	\$ 530,300	
SR2S and APC Bike and Ped (konocti road sidewalks)	\$ 363,100	
FHWA/FEMA/HMPG (Culvert replacements/Hoberg Area Roads Overlay)	\$ 1,204,664	
State OES/HMGP & CalEMA	\$ 28,125	
		\$ 10,289,798
<b>Other Revenues</b>		
Construction Traffic Road Fee and Road Impact Fee	\$ 310,100	
Miscellaneous	\$ 26,565	
		\$ 336,665
<b>Total Revenues</b>		\$ 15,993,554
<b>Fund Balance Revenues &amp; Reserve Cancellations</b>		
SB 621 Indian Gaming uses		\$ 10,000
General fund balance uses		\$ 2,984,941
<b>Total Budget</b>		\$ 18,988,495

County of Lake, Fiscal Year 2018 - 2019		
Road Fund - Work Program - Appropriations		
<b>Administration</b>		
Public Works Administration	\$ 634,006	
General County Overhead	\$ 40,175	
General Road Overhead	\$ 307,619	
Undistributed Engineering	\$ 22,850	
		\$ 1,004,650
<b>Maintenance</b>		
Force Account Labor	\$ 2,456,454	
Force Account Equipment	\$ 1,129,620	
Road Maintenance Materials	\$ 405,200	
Bridge Construction Materials	\$ 45,000	
		\$ 4,036,274
<b>Maintenance Projects</b>		
Inmate Road Crew	\$ 66,800	
Twin Lakes/Melody Lane/Reimbursable/CSA's	\$ 102,400	
Adopt-a-Road	\$ 3,000	
Pavement preservation and Improvement projects	\$ 2,754,541	
		\$ 2,926,741
<b>Construction Projects</b>		
Soda Bay/Mission Rancheria (SB621)	\$ 10,000	
Cole Creek Bridge (HBP/STIP/Exchange)	\$ 15,000	
Clark Dr Detour Repair (Cole Creek Bridge @ Soda Bay Rd)	\$ 340,000	
South Main Widening (Demo/ATP/STIP)	\$ 1,103,000	
Soda Bay Widening (Demo/ATP/STIP)	\$ 903,000	
So Main & Soda Bay Underground Utilities (Rule 20)	\$ 40,000	
Oak Mitigation - Cole Creek @ Soda Bay Rd (HBP, Exc \$)	\$ 140,000	
Oak Mitigation - Highland Crk @ Highland Springs Rd (HBP, Exc \$)	\$ 95,350	
Kelsey Creek Bridge (14C-0232) (Exc \$)	\$ 125,000	
Hill Creek @ Holdenreid Rd (Exc \$)	\$ 125,000	
Robinson Creek Bridge @ Mockingbird Lane (HBP, Exc \$)	\$ 1,555,000	
Harbin Creek Bridge (HBP, Exc \$)	\$ 30,000	
Harbin Creek Bridge Habitat Enhancement (HBP, Exc \$)	\$ 50,000	
Clover Creek Bridge @ Bridge Arbor (HBP, Exc \$)	\$ 240,000	
Clover Creek Bridge @ First Street (HBP, Exc \$)	\$ 291,000	
Clayton Creek Bridge @ CCR (HBP, Exc \$)	\$ 188,000	
Cooper Creek Bridge @ Witter Sprgs (14C-0119) (HBP, Exc \$)	\$ 241,000	
Konocti Road Sidewalks (SR2S state, Exc \$)	\$ 435,000	
St Helena Creek @ Wardlow (HBP & Exc \$)	\$ 130,000	
Cooper Crk @ Witter Springs (14C-0102) (HBP & Exc \$)	\$ 130,000	
Bartlett Creek @ Bartlett Springs (14C-0099) (HBP & Exc \$)	\$ 155,000	
Cache Creek @ Bartlett Springs (14C-0107) (HBP & Exc \$)	\$ 1,299,000	
Bartlett Creek @ Bartlett Springs (14C-0106) (HBP & Exc \$)	\$ 90,000	
Middle Creek @ Rancheria Rd (HBP/TC & Exc \$)	\$ 90,000	
Scotts Valley Rd @ Hwy 29 Rehab	\$ 170,000	
Socrates Mine Road Rehab (mitigation funds)	\$ 550,000	
Socrates Mine Road 2.6 Slipout (2017 Storm Damage)	\$ 100,000	
Socrates Mine Road 3.4 Slipout (2017 Storm Damage)	\$ 100,000	
Upper Lake Pedestrian Improvement (ATP)	\$ 448,000	
Middletown Multi-use pathway (state)	\$ 158,000	
Culvert Replacement (FMAG)	\$ 1,277,480	
Hoberg Area Road Overlay (FEMA)	\$ 150,000	
ER Storm Damage, Sulphur Bank Dr Slipout	\$ 150,000	
Hill Road Slide - Lakeside Heights	\$ 97,000	
		\$ 11,020,830
<b>Other costs</b>		
Fixed Assets		
<b>Total Appropriations</b>		\$ 18,988,495

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 98 Function Road		Budget Unit 3011 - Road Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	714,902	746,419	750,500	750,500
10-20 Current Unsecured	16,405	16,726	16,000	16,000
10-25 Supp 813-Current	2,942	10,997	3,000	3,000
10-35 Supp 813-Prior	1,368	1,421	1,000	1,000
10-40 Prior Unsecured	578	558	500	500
10-70 Timber Yield	1,930	86	50	50

**PERMITS**

21-30 Road Privileges & Permit	188,449	223,686	310,100	310,100
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**FINES, FORFEIT, PENALTIES**

31-90 Forfeitures & Penalties	565	58	450	450
31-95 Penalties & Cost on Delq	49	27	5	5

**USE OF MONEY & PROPERTY**

42-01 Interest	53,998	38,965	70,000	70,000
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**INTERGOVERNMENT REVENUES**

52-51 Highway Users	2,358,064	2,617,791	2,671,600	2,671,600
52-52 RMRA SB1	0	654,335	1,836,441	1,836,441
54-40 Disaster Relief	40,688	30,244	28,125	28,125
54-60 HOPTR	9,047	8,687	10,000	10,000
54-70 Disaster Rev Loss Backfil	36,876	0	0	0
54-90 Other	731,817	776,097	1,557,273	1,557,273
55-30 Construction (FAS)	4,164,473	3,670,562	6,657,691	6,657,691
55-40 Disaster Relief	218,459	421,044	1,204,664	1,204,664
55-50 Forest Reserve	7,035	181,714	8,000	8,000

**CHARGES FOR SERVICES**

66-10 Planning & Engineering	13,192	191,698	63,800	63,800
68-01 Road and Street Services	5,115	19,608	739,427	739,427

**MISCELLANEOUS**

79-50 Revenue Applic Prior Year	9	184	0	0
79-73 Surveyor Maps	0	0	6,000	6,000
79-90 Miscellaneous	954	0	4,000	4,000
79-91 Cancelled Checks	554	0	10	10
79-93 Insurance Proceeds	2,968	0	14,500	14,500

**OTHER FINANCING SOURCES**

81-22 In	15,871	17,053	38,818	39,361
<b>Revenue - Total</b>	<b>8,586,306</b>	<b>9,627,962</b>	<b>15,991,954</b>	<b>15,992,497</b>

**SALARIES AND BENEFITS**

01-11 Permanent	1,401,893	1,428,537	1,585,478	1,585,478
01-12 Extra Help	577	4,185	0	0
01-13 OT, Holiday, Stby	38,709	9,506	30,000	30,000
01-14 Other, Term	5,388	32,567	5,332	5,332
02-21 FICA	108,595	110,522	124,542	124,542
02-22 PERS	207,341	229,920	281,596	281,596
03-30 Health/Life	260,654	257,588	295,599	295,599
03-31 Unemployment	3,973	4,009	20,745	20,745
03-32 Opt Out	8,867	8,733	7,200	7,200



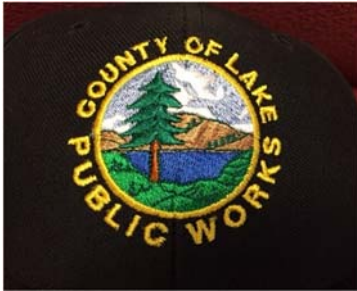
County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 98 Function Road		Budget Unit 3011 - Road Activity Public Ways & Facilities			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
04-00	Worker's Compensation	187,826	141,597	105,961	105,961
SERVICES AND SUPPLIES					
11-00	Clothing & Personal Suppl	8,049	13,034	17,950	17,950
12-00	Communications	8,919	11,259	8,650	8,650
14-00	Household Expense	1,775	1,660	3,150	3,150
15-12	Public Liability	135,670	117,982	91,957	91,957
15-13	Fire & Allied Cvrgrs	441	463	690	690
17-00	Maintenance-Equipment	9,893	6,498	15,850	15,850
18-00	Maint-Bldgs & Imprvmts	6,071	17,328	44,735	44,735
19-40	Medical Supplies	0	9	920	920
20-00	Memberships	189	839	855	855
22-72	Books & Periodicals	219	227	500	500
23-80	Professional & Specialize	50,322	55,278	85,115	85,115
23-81	Engineering In-House	16,632	6,534	22,850	22,850
23-85	DPW Services	432,197	468,640	634,006	635,606
23-90	Administrative Services	41,912	39,602	40,175	40,175
24-00	Publications & Legal Ntcs	63	0	600	600
25-00	Rents & Leases-Equipment	920,563	833,868	1,129,620	1,129,620
27-00	Small Tools & Instruments	15,269	10,716	19,900	19,900
28-30	Supplies & Services	312,308	330,889	540,372	539,315
29-50	Transportation & Travel	0	101	4,200	4,200
29-51	Cent. Gar.-Pool Mlg ONLY	10,046	6,841	10,000	10,000
30-00	Utilities	21,784	21,152	26,325	26,325
38-00	Inventory Items	6,941	9,458	23,000	23,000
47-00	Rights-of-Way	532,373	305,738	1,197,200	1,197,200
48-00	Taxes & Assessments	48	63	50	50
53-55	Road Improvements	153,639	180,281	3,626,541	3,626,541
CAPITALIZED ASSETS					
62-74	Other	5,830	0	0	0
CONSTRUCTION IN PROGRESS					
63-01	Roads	855,884	169,155	3,403,480	3,403,480
63-02	Bridges	4,561,541	2,788,499	4,554,350	4,554,350
63-09	Sidewalks/Curbs/BikePaths	18,018	196,399	1,029,000	1,029,000
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(18,073)	0	0	0
Expenditures - Total		10,332,345	7,819,674	18,988,494	18,989,037
Net Cost		1,746,040	(1,808,287)	2,996,540	2,996,540

# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



## BU 3062-3081 – Subdivision/Road Improvements (Funds 962-981)

### DEPARTMENT OVERVIEW

Certain development projects, as a condition of their permits, have been required to provide mitigation fees towards future improvements to road facilities. Interest bearing funds have been established to allow developers a mechanism to provide their proportional share of future needed improvements such as intersection and frontage improvements, pedestrian safety, and road and drainage maintenance. Developer fees are deposited in each of these funds to eventually accumulate sufficient funds for specific road improvements. These Budget Units are created to track revenue and expenses for these special development projects.

BU 3062 – Konocti Terrace (intersection)  
BU 3064 – Beaver Creek Campground  
BU 3066 – Spruce Grove Rd @ Hwy 29  
BU 3069 – Lakeshore Blvd Bike Lanes  
BU 3071 – South Main @ Hwy 175  
BU 3073 – Harmony Park - Drainage  
BU 3075 – Pinoleville Subdivision  
BU 3077 – South Main Improvements  
BU 3081 – Multiple Project Fund

BU 3063 – Konocti Terrace (monuments),  
BU 3065 – Geysers Geothermal Co  
BU 3068 – Berger Bay Drainage  
BU 3070 – Highland Springs Road  
BU 3072 – Harmony Park – Melody Lane  
BU 3074 – Harmony Park – Gov't Street  
BU 3076 – Hill road/Lakeshore Blvd  
BU 3079 – High Valley Road - Brassfield

### ACCOMPLISHMENTS IN FY 2017-18

- No significant work was performed on any of these subdivisions in FY 17/18. Planned work on Socrates Mine Road was delayed due to two large slip-outs resulting from the 2017 storms.

### GOALS IN FY 2018-19

- Complete work on High Valley Road to improve road surfacing
- In accordance with Government Code Section 66001(d), the County must make findings every 5th year that the need for the improvement exists. That anniversary deadline is 2018 for many of these funds, so staff will work with the Community Development Department to present the necessary documentation to the Planning Commission and the Board of Supervisors for approval
- As part of the effort above, determine which Budget Units are necessary to maintain, and eliminate those that aren't

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director

BU 3062-3081 – Subdivision/Road Improvements

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 42-01 Revenue from Use of Money/Interest – Most of these funds are limited to interest earnings

### Services & Supplies

---

Acct. 23-85 Professional & Specialized Svcs/DPW Services – Cost for Road Department services

### Capital Assets

---

None

### Contingencies

---

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 962 Function Konocti Terr-Intersection		Budget Unit 3062 - Konocti Terrace Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	128	126	220	220
<b>Revenue - Total</b>	<b>128</b>	<b>126</b>	<b>220</b>	<b>220</b>
<b>Net Cost</b>	<b>(128)</b>	<b>(126)</b>	<b>(220)</b>	<b>(220)</b>

Fund 963 Function Konocti Terrace-Monument		Budget Unit 3063 - Konocti Terrace Monument Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	147	145	280	280
<b>Revenue - Total</b>	<b>147</b>	<b>145</b>	<b>280</b>	<b>280</b>
<b>Net Cost</b>	<b>(147)</b>	<b>(145)</b>	<b>(280)</b>	<b>(280)</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 964 Function Beaver Creek Campground		Budget Unit 3064 - Beaver Creek Campground Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	16	16	28	28
<b>Revenue - Total</b>	<b>16</b>	<b>16</b>	<b>28</b>	<b>28</b>
<b>Net Cost</b>	<b>(16)</b>	<b>(16)</b>	<b>(28)</b>	<b>(28)</b>

Fund 965 Function Geysers Geothermal		Budget Unit 3065 - Geysers Geothermal Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	4,204	4,150	7,800	7,800
<b>Revenue - Total</b>	<b>4,204</b>	<b>4,150</b>	<b>7,800</b>	<b>7,800</b>

**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	0	510,000	510,000
<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>510,000</b>	<b>510,000</b>
<b>Net Cost</b>	<b>(4,204)</b>	<b>(4,150)</b>	<b>502,200</b>	<b>502,200</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 966 Function Spruce Grove Rd @ Hwy 29		Budget Unit 3066 - Spruce Grove Rd @ Hwy 29 Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	281	277	410	410
<b>Revenue - Total</b>	<b>281</b>	<b>277</b>	<b>410</b>	<b>410</b>
<b>Net Cost</b>	<b>(281)</b>	<b>(277)</b>	<b>(410)</b>	<b>(410)</b>



## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 968 Function Berger Bay Drainage		Budget Unit 3068 - Berger Bay Drainage Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	242	239	400	400
<b>Revenue - Total</b>	<b>242</b>	<b>239</b>	<b>400</b>	<b>400</b>
<b>Net Cost</b>	<b>(242)</b>	<b>(239)</b>	<b>(400)</b>	<b>(400)</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 969 Function Lakeshore Blvd Bike Lanes		Budget Unit 3069 - Lakeshore Blvd Bike Lanes Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	528	521	950	950
<b>Revenue - Total</b>	<b>528</b>	<b>521</b>	<b>950</b>	<b>950</b>
<b>Net Cost</b>	<b>(528)</b>	<b>(521)</b>	<b>(950)</b>	<b>(950)</b>

Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 970 Function Highland Springs Road		Budget Unit 3070 - Highland Springs Rd Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	55	54	100	100
<b>Revenue - Total</b>	<b>55</b>	<b>54</b>	<b>100</b>	<b>100</b>
<b>Net Cost</b>	<b>(55)</b>	<b>(54)</b>	<b>(100)</b>	<b>(100)</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 971 Function South Main @ Hwy 175		Budget Unit 3071 - South Main @ Hwy 175 Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	186	184	320	320
<b>Revenue - Total</b>	<b>186</b>	<b>184</b>	<b>320</b>	<b>320</b>
<b>Net Cost</b>	<b>(186)</b>	<b>(184)</b>	<b>(320)</b>	<b>(320)</b>

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 972 Function Harmony Park-Melody Lane		Budget Unit 3072 - Harmony Park-Melody Lane Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	454	443	424	424
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**OTHER FINANCING SOURCES**

81-23 Out	(705)	0	(1,600)	(1,600)
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<b>Revenue - Total</b>	<b>(251)</b>	<b>443</b>	<b>(1,176)</b>	<b>(1,176)</b>
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<b>Net Cost</b>	<b>251</b>	<b>(443)</b>	<b>1,176</b>	<b>1,176</b>
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## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 973 Function Harmony Park-Drainage		Budget Unit 3073 - Harmony Park-Drainage Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	331	327	610	610
<b>Revenue - Total</b>	<b>331</b>	<b>327</b>	<b>610</b>	<b>610</b>
<b>Net Cost</b>	<b>(331)</b>	<b>(327)</b>	<b>(610)</b>	<b>(610)</b>

Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 974 Function Harmony Park-Gov't St		Budget Unit 3074 - Harmony Park-Gov't St Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	46	45	80	80
<b>Revenue - Total</b>	<b>46</b>	<b>45</b>	<b>80</b>	<b>80</b>
<b>Net Cost</b>	<b>(46)</b>	<b>(45)</b>	<b>(80)</b>	<b>(80)</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 975 Function Pinoleville Subdivision		Budget Unit 3075 - Pinoleville Subdivision Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	109	108	200	200
<b>Revenue - Total</b>	<b>109</b>	<b>108</b>	<b>200</b>	<b>200</b>
<b>Net Cost</b>	<b>(109)</b>	<b>(108)</b>	<b>(200)</b>	<b>(200)</b>



## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 976 Function Hill Rd-Lakeshore Blvd		Budget Unit 3076 - Hill Rd-Lakeshore Blvd Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	24	24	40	40
<b>Revenue - Total</b>	<b>24</b>	<b>24</b>	<b>40</b>	<b>40</b>
<b>Net Cost</b>	<b>(24)</b>	<b>(24)</b>	<b>(40)</b>	<b>(40)</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 977 Function South Main Improvements		Budget Unit 3077 - South Main Improvements Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	119	118	200	200
<b>Revenue - Total</b>	<b>119</b>	<b>118</b>	<b>200</b>	<b>200</b>
<b>Net Cost</b>	<b>(119)</b>	<b>(118)</b>	<b>(200)</b>	<b>(200)</b>

Fund 979 Function High Valley Rd-Brassfield		Budget Unit 3079 - High Valley Rd-Brassfield Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	279	285	410	410
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**MISCELLANEOUS**

79-90 Miscellaneous	1,452	1,078	1,450	1,450
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<b>Revenue - Total</b>	<b>1,731</b>	<b>1,363</b>	<b>1,860</b>	<b>1,860</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	0	35,000	35,000
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<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>35,000</b>	<b>35,000</b>
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<b>Net Cost</b>	<b>(1,731)</b>	<b>(1,363)</b>	<b>33,140</b>	<b>33,140</b>
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## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 981 Function Developer Fees - Road Imp		Budget Unit 3081 - Hartmann Road Activity Public Ways & Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## USE OF MONEY &amp; PROPERTY

42-01 Interest	281	277	420	420
<b>Revenue - Total</b>	<b>281</b>	<b>277</b>	<b>420</b>	<b>420</b>
<b>Net Cost</b>	<b>(281)</b>	<b>(277)</b>	<b>(420)</b>	<b>(420)</b>

# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



## BU 3122 – Lampson Airport (Fund 132)

### DEPARTMENT OVERVIEW

Budget Unit 3122 was established to fund the operation and maintenance of the county's only general aviation airport. Revenues are received from property leases, airport activity permit fees, a state grant, and contributions from the County General Fund. The Right of Way Agent/Airport Operations Coordinator is responsible for the general supervision and administration of this facility and a temporary maintenance worker (900 hours per year) is responsible for basic daily maintenance activities at the airport, such as checking airport runway and taxi lights, rotating beacons, mowing, etc.

Revenue for operations and improvements continues to be an issue for the Airport. When the land for the airport was donated to the County, the property owner who donated the land retained ownership of all the land surrounding the field. As a result, all revenues from building rents or leases went to the owner instead of the County. Though the County has managed to purchase a hand-full of properties, the majority of the land surrounding the airport today is privately held. The County does receive an annual fee from aeronautical use permits issued to businesses that utilize the airport; however that revenue is not sufficient to adequately manage or support the operations of the airport.

### ACCOMPLISHMENTS IN FY 2017-18

- Maintained grounds and equipment operations with minimal interruptions to service and within budget
- Completed annual inspections with Caltrans and FAA with only minor corrections noted
- Completed recruitment of a permanent Airport Operations Coordinator
- Initiated increased outreach with the Fixed-based Operators and users of the airport
- Worked with our consultants to complete the plans and specifications for the Pavement Rehabilitation Project

### GOALS IN FY 2018-19

- Complete construction of the Pavement Rehabilitation Project
- Continue to perform ground and equipment maintenance
- Expand outreach with the Fixed-based Operators and users at the airport
- Coordinate with our elected officials to secure additional funding for the airport should the proposed sales tax be approved

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director  
BU 3122 – Lampson Airport

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 42-10 Rents & Concessions – User fees and aeronautical use permits

### **Services & Supplies**

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Acct. 23-85 Professional & Specialized Svcs/DPW Services – Cost for DPW Admin services

Acct. 23-90 Professional & Specialized Svcs/ Administrative Services – County General Overhead

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 132 Function Lampson Airport		Budget Unit 3122 - Lampson Airport Activity Transportation Terminals		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-70 Timber Yield	278	12	150	150
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**USE OF MONEY & PROPERTY**

42-10 Rents & Concessions	39,996	41,257	55,653	55,653
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**INTERGOVERNMENT REVENUES**

52-40 Aviation	10,000	10,000	10,000	10,000
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**MISCELLANEOUS**

79-90 Miscellaneous	15	0	0	0
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**OTHER FINANCING SOURCES**

81-22 In	11,817	38,506	15,568	15,568
81-23 Out	(7,521)	(26,400)	0	0

<b>Revenue - Total</b>	<b>54,585</b>	<b>63,375</b>	<b>81,371</b>	<b>81,371</b>
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**SALARIES AND BENEFITS**

01-12 Extra Help	7,759	7,487	11,544	11,544
02-21 FICA	213	206	317	317
03-31 Unemployment	29	29	81	81

**SERVICES AND SUPPLIES**

12-00 Communications	211	223	240	240
15-10 Other	2,421	2,421	2,500	2,500
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	538	575	855	855
17-00 Maintenance-Equipment	1,432	8,102	4,300	4,300
18-00 Maint-Bldgs & Imprvmnts	9,181	4,050	22,400	22,335
20-00 Memberships	75	75	35	75
23-80 Professional & Specialize	6,601	3,400	5,650	5,650
23-81 Engineering In-House	26,300	6,415	27,900	27,860
23-85 DPW Services	14,043	16,820	16,917	16,917
23-90 Administrative Services	1,262	1,982	1,985	1,985
27-00 Small Tools & Instruments	0	0	500	500
28-30 Supplies & Services	0	100	0	150
29-50 Transportation & Travel	676	10	520	435
29-51 Cent. Gar.-Pool Mlg ONLY	66	0	0	0
30-00 Utilities	4,008	3,583	4,000	4,000
48-00 Taxes & Assessments	3	3	5	5

<b>Expenditures - Total</b>	<b>77,178</b>	<b>57,613</b>	<b>101,868</b>	<b>101,868</b>
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<b>Net Cost</b>	<b>22,593</b>	<b>(5,762)</b>	<b>20,497</b>	<b>20,497</b>
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# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



## BU 3123 – Lampson Field Capital Projects (Fund 923)

### DEPARTMENT OVERVIEW

Budget Unit 3123 was established to fund capital improvements at Lampson Field. Revenues are received from Federal Aviation Administration (FAA), State grants and contributions from the County's General Fund.

Due to the lack of sustainable funding, all capital improvement projects are performed using funding from the FAA and their annual Aviation Improvement Program (AIP) grant funding of \$150,000 for small general aviation airports. These funds can be "banked" for a period not to exceed 4 years in order to perform larger improvement projects. This past year's expenditure was for the design of a much-needed pavement rehabilitation project, with construction of that project to follow as soon as sufficient funds have been saved.

### ACCOMPLISHMENTS IN FY 2017-18

- Completed update to 5-year Capital Improvement Plan with Caltrans and FAA
- Completed design of Pavement Preservation Plans for construction in 2018

### GOALS IN FY 2018-19

- Complete construction of the Pavement Rehabilitation Project
- Work with local pilots group to make improvements to the facility using volunteer labor and donated materials
- Develop plans for a pilots lounge, complete with restroom facilities
- Coordinate with our elected officials to secure additional funding for the airport should the proposed sales tax be approved



# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director  
BU 3123 – Lampson Field Capital Projects

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 56-01 Other Federal/Other – Grant funds

### **Services & Supplies**

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None

### **Capital Assets**

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Acct. 63-07 Construction in Progress/ Airport Runways – Runway pavement rehabilitation construction

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 923 Function Lampson Field Cap Proj		Budget Unit 3123 - Lampson Field Cap Proj Activity Transportation Terminals		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	233	239	245	245
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**INTERGOVERNMENT REVENUES**

52-40 Aviation	0	0	32,422	32,422
56-01 Other	94,079	19,180	648,450	661,464

**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	0	0	720,500	720,500
80-93 Advance To Other Fund	0	0	(720,500)	(720,500)
81-22 In	7,521	26,400	13,228	13,228
<b>Revenue - Total</b>	<b>101,833</b>	<b>45,819</b>	<b>694,345</b>	<b>707,359</b>

**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	5,000	0	0	0
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**CAPITALIZED ASSETS**

61-60 Current	97,652	0	0	0
61-69 Prior	0	27,732	0	13,014

**CONSTRUCTION IN PROGRESS**

63-07 Airport Runways	0	0	720,500	720,500
<b>Expenditures - Total</b>	<b>102,652</b>	<b>27,732</b>	<b>720,500</b>	<b>733,514</b>

<b>Net Cost</b>	<b>820</b>	<b>(18,087)</b>	<b>26,155</b>	<b>26,155</b>
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# HEALTH SERVICES

DENISE POMEROY, Director



## BU 4010 – Environmental Health (Fund 170)

### DEPARTMENT OVERVIEW

Environmental Health is a regulatory agency with its mission founded on public health, safety and sanitation. Primary services are permits and inspections for regulated businesses and land development. Services also include investigations and consultations with individuals and other agencies on health related issues and emergency response to various incidents.

#### PROGRAM OVERVIEW:

- Consumer Protection Group for retail food, public pools and spas, small water systems or other fixed facilities
- Land Development Permit Group primarily for on-site sewage and water supply wells
- Waste Management and Hazardous Materials Group for businesses and emergency response
- Office Services Group to support the division and customers

### ACCOMPLISHMENTS IN FY 2017-18

- Successfully recruit and hire EH Director along with hiring and training three field staff
- Operated a customized septic and well permit and inspection program to facilitate rebuilding after the 2015, 2016 and 2017 wildfires
- EH provided EOC support, collaborated with the City of Clearlake and conducted safety assessments in the fire areas and was the local representative for the federal sponsored structural debris removal operation for the fires
- Assisted neighboring counties during the NorCal fires relating to debris cleanup

### GOALS IN FY 2018-19

- Strategic planning with reorganization in an effort to mediate staffing concerns while strengthening customer service
- Rectify all the deficiencies for CUPA program that were identified during Cal EPA evaluation of 2017
- Increase consumer protection inspection compliance rate to meet a minimum of 80 % compliance within one year
- Develop a LAMP (Local Area Management Program) for OWTS (Onsite Wastewater Treatment System) for Land Use Program
- Create and implement permit process/program for all existing and future CUPA facilities
- Improve EH website for increased customer services and implement capability to receive credit card payments for permits and services

# HEALTH SERVICES

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DENISE POMEROY, Director  
BU 4010 – Environmental Health

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	21-65	Permits/Sanit-Land Development – Permit and service fees
Acct.	21-66	Permits/Sanit-Hazardous Materials – Permit and service fees
Acct.	53-80	State Admin Program/other Health – Realignment and State grants

### **Services & Supplies**

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Acct.	18-00	Maint/Bldgs & Imprvmnts – Repair and upgrades to building including replace worn out carpet, reception area and lobby
Acct.	38-00	Inventory Items – Replace outdated desks with ergonomic work stations, desks and furniture

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Other than the upgrades to the building and ergonomic furniture there are no significant changes or requests this fiscal year.

Fund 170 Function Health Administration		Budget Unit 4010 - Environmental Health Activity Health		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-10 Development Permits	887	684	1,000	1,000
21-61 Sanitation-Misc	22,775	29,129	31,080	31,080
21-65 Sanit-Land Development	158,290	143,138	218,596	218,596
21-66 Sanit-Hazardous Materials	236,516	280,450	282,368	282,368
21-67 Sanit-Food Establishment	180,260	211,579	214,543	214,543

**INTERGOVERNMENT REVENUES**

53-80 Other Health	609,895	664,103	697,062	679,556
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**CHARGES FOR SERVICES**

66-10 Planning & Engineering	1,395	818	750	750
66-11 Subdivision Insp Fees	209	55	350	350
66-12 Environment Planning Fees	28	0	50	50
66-13 Planned Development Fees	56	28	50	50
66-14 Mitigation Monitor/Inspection	18,677	18,436	20,000	20,000
69-20 Other	136	15	200	200

**MISCELLANEOUS**

79-90 Miscellaneous	8,037	7,154	1,500	1,500
79-91 Cancelled Checks	0	0	50	50

<b>Revenue - Total</b>	<b>1,237,161</b>	<b>1,355,589</b>	<b>1,467,599</b>	<b>1,450,093</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	585,124	608,629	716,504	716,504
01-12 Extra Help	10,706	2,223	0	0
01-13 OT, Holiday, Stby	31,151	18,679	2,000	2,000
01-14 Other, Term	8,117	18,600	0	0
02-21 FICA	48,649	48,903	55,929	55,929
02-22 PERS	87,264	98,057	127,258	127,258
03-30 Health/Life	76,798	66,122	89,264	89,264
03-31 Unemployment	1,704	1,819	5,096	5,096
03-32 Opt Out	8,800	8,823	9,600	9,600
04-00 Worker's Compensation	106,835	52,539	57,023	57,023

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	69	640	1,500	1,500
12-00 Communications	3,104	3,139	3,580	3,580
14-00 Household Expense	926	1,489	1,100	1,100
15-12 Public Liability	12,855	11,139	10,878	10,878
15-13 Fire & Allied Cvrsgs	315	328	514	514
17-00 Maintenance-Equipment	724	85	1,118	1,118
18-00 Maint-Bldgs & Imprvmts	1,803	4,642	26,676	26,676
19-40 Medical Supplies	655	0	700	700
20-00 Memberships	725	738	1,030	1,030
22-70 Supplies	5,355	5,709	5,500	5,500
22-71 Postage	1,199	1,380	1,500	1,500
22-72 Books & Periodicals	115	0	100	100
23-80 Professional & Specialize	53,129	87,858	69,001	73,101
23-86 Health Admin Services	135,956	166,191	173,844	173,844
23-90 Administrative Services	6,839	28,394	24,418	24,418
24-00 Publications & Legal Ntcs	0	87	400	400
25-00 Rents & Leases-Equipment	872	1,099	975	975
27-00 Small Tools & Instruments	198	33	200	200
28-30 Supplies & Services	557	6,817	6,853	6,853

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 170 Function Health Administration		Budget Unit 4010 - Environmental Health Activity Health		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5
29-50 Transportation & Travel	6,113	11,257	6,686	6,686
29-51 Cent. Gar.-Pool Mlg ONLY	29,395	29,484	31,000	31,000
30-00 Utilities	12,258	13,328	13,500	13,500
38-00 Inventory Items	4,843	23,075	24,000	30,000
<b>CAPITALIZED ASSETS</b>				
62-71 Office	0	6,676	0	0
<b>OTHER FINANCING USES</b>				
80-80 Interfund Reimbursements	(21,807)	0	0	0
<b>Expenditures - Total</b>	<b>1,221,349</b>	<b>1,327,983</b>	<b>1,467,747</b>	<b>1,477,847</b>
<b>Net Cost</b>	<b>(15,813)</b>	<b>(27,606)</b>	<b>148</b>	<b>27,754</b>

# HEALTH SERVICES

DENISE POMEROY, Director



## BU 4011 – Public Health (Fund 170)

### DEPARTMENT OVERVIEW

Public Health's mission is to promote an Optimal State of Wellness in Lake County by focusing on preventing disease and disability in the community, using trained and licensed healthcare and professional staff to manage a variety of programs, including Emergency Preparedness. Disease prevention is cost-effective, saving many thousands of dollars in treatment (return on investment is between 4.1 and 27.2, depending on PH intervention). In rural communities, such as Lake County, disease prevention is especially important because we are a medically underserved county with the poorest health outcomes in the state. The widespread traditional public support for the goal of healthy communities has led to Federal and State funds being allocated to each California County to accomplish the goals of Public Health.

#### PROGRAM OVERVIEW:

- AIDS Drug Assistance Program (ADAP)
- California Children's Services (CCS)
- California Lead Poisoning Prevention (CLPPP)
- Child Health and Disability Prevention (CHDP)
- CHDP - Foster Care (CHDP-FC)
- CHDP- Foster Care Psychotropic Medication, Monitoring and Oversight (CHDP-FC PMM&O)
- Communicable Disease (CD)
- Emergency Preparedness (EPO)
- Immunization Assistance (IAP)
- Maternal Child and Adolescent Health (MCAH)
- Medi-Cal Administrative Activities (MAA)
- Medical Marijuana Program (MMP)
- Oral Health Program
- Public Health Accreditation (PHA)
- Public Health Clinical Services
- SNAP-Ed
- Tobacco Control Program (CTCP)
- Vital Stats (VS)

# HEALTH SERVICES

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DENISE POMEROY, Director  
BU 4011 – Public Health

## ACCOMPLISHMENTS IN FY 2017-18

- Reached over 3,000 school children in SNAP-Ed nutrition education program per month
- Served an average of 425 CCS children with 40 orthopedically handicapped children served in the Medical Therapy Program
- Maintained staffing in most mandated programs despite numerous vacancies
- Recruited for and hired several key leadership positions within the Health Services Dept.
- In the 3rd quarter alone, Veteran's Services has processed 325 claims resulting in \$445,000+ being brought into the community
- Completion of successful Arsenic investigation, Lake County Health Services noted by CDC
- Expansion of Tobacco Control Program Youth Coalition into several new schools
- First Five has funded or supported Safe Sleep Classes at both hospitals
- Provided overflow vaccination clinics for children and adults
- Investigation and successful clean-up of Mercury incident in collaboration with South Shore Fire and Environmental Health

## GOALS IN FY 2018-19

- Orient two new Public Health Officers and one Environmental Health Director
- Strengthen the core function of disease surveillance and control
- Develop an active and robust recruitment strategy for vacant positions and reinstate funded programs. For the past several years the division has had difficulties recruiting and retaining licensed medical staff due to low wages compared to industry standards. Current vacancy rate runs 50% to 60%.
- Reorganize Public Health Division in an effort to mediate staffing concerns and bring suspended or reduced programs back online
- Integrate Medical Marijuana Program into Public Health Division
- Participate in the local multi-agency collaborative efforts of prescription drug misuse and high utilizers of healthcare and other agency services
- Implement Phase 2 of the new Electronic Medical System and Health Information Exchange system
- Continue work towards Public Health Accreditation
- Continue transition of CCS in collaboration with Partnership Health Plan
- Update building with ergonomic furniture, carpet and new ADA entrance



# HEALTH SERVICES

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DENISE POMEROY, Director  
BU 4011 – Public Health

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 53-80 State Admin Program/other Health – Federal and State Program Funding and 1991 Public Health Realignment from State Sales and VLF Taxes.  
Acct. 56-01 Other Federal/Other – Revenue from Emergency Preparedness Funds

### **Services & Supplies**

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Acct. 18-00 Maint/Bldgs & Imprvmnts – Upgrade building with new ADA compliant entrance and walkway and resurface parking lot.  
Acct. 19-41 Medical Expense/Incarcerated Individual – Public Health contributes \$404,000 in support of jail medical BU 2304 from 1991 realignment funds.

### **Capital Assets**

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Acct. 62-71 Equipment/Office – Microwave link upgrade

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Use reserve funds to make need upgrades to building and equipment.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 170 Function Health Administration		Budget Unit 4011 - Public Health Activity Health		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-60 Other	150	0	250	250
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**FINES, FORFEIT, PENALTIES**

31-90 Forfeitures & Penalties	2,903	2,197	3,000	3,000
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**INTERGOVERNMENT REVENUES**

53-80 Other Health	2,164,848	2,653,713	3,299,209	3,226,237
56-01 Other	418,497	258,011	398,526	398,526

**CHARGES FOR SERVICES**

66-91 Recording Fees	39,508	35,805	45,000	45,000
68-10 Health Fees	12,257	4,548	18,000	18,000
68-30 Calif Children Services	0	140	100	100
69-20 Other	9	0	50	50

**MISCELLANEOUS**

79-90 Miscellaneous	627	1,861	2,000	2,000
79-91 Cancelled Checks	217	0	220	220
79-93 Insurance Proceeds	8,592	10,820	9,500	9,500

**OTHER FINANCING SOURCES**

81-22 In	118,222	118,222	118,222	118,222
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<b>Revenue - Total</b>	<b>2,765,830</b>	<b>3,085,316</b>	<b>3,894,077</b>	<b>3,821,105</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	1,144,848	1,046,103	1,888,095	1,888,095
01-12 Extra Help	33,372	45,971	29,061	29,061
01-13 OT, Holiday, Stby	34,685	28,972	10,000	10,000
01-14 Other, Term	15,612	35,509	17,562	17,562
02-21 FICA	86,538	81,002	146,752	146,752
02-22 PERS	169,197	168,652	339,823	339,823
03-30 Health/Life	176,123	152,571	307,456	307,456
03-31 Unemployment	4,354	4,883	13,641	13,641
03-32 Opt Out	3,400	6,933	7,200	7,200
04-00 Worker's Compensation	24,288	22,727	29,028	29,028

**SERVICES AND SUPPLIES**

12-00 Communications	10,203	10,866	17,912	17,912
14-00 Household Expense	8,726	8,582	10,086	10,086
15-10 Other	4,616	13,696	13,700	13,700
15-12 Public Liability	16,528	16,259	14,901	14,901
15-13 Fire & Allied Cvrsgs	456	328	514	514
17-00 Maintenance-Equipment	1,345	1,434	6,700	6,700
18-00 Maint-Bldgs & Imprvmts	8,702	14,377	46,700	46,700
19-40 Medical Supplies	7,621	1,971	13,300	13,300
19-41 Incarcerated Individual	404,000	404,000	404,000	404,000
20-00 Memberships	4,438	4,608	5,340	5,340
22-70 Supplies	30,372	19,925	28,306	43,306
22-71 Postage	2,656	1,738	2,500	2,500
22-72 Books & Periodicals	1,504	1,932	3,750	3,750
23-80 Professional & Specialize	207,193	329,389	378,244	403,244
23-83 Vital Stats	404	2,913	10,000	10,000
23-86 Health Admin Services	381,926	483,499	540,733	561,609

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 170 Function Health Administration		Budget Unit 4011 - Public Health Activity Health			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
23-90	Administrative Services	40,307	16,675	26,719	26,719
24-00	Publications & Legal Ntcs	0	0	1,050	1,050
25-00	Rents & Leases-Equipment	1,307	1,180	1,600	1,600
28-30	Supplies & Services	36,899	77,277	126,112	170,514
29-50	Transportation & Travel	29,506	25,540	30,996	30,996
29-51	Cent. Gar.-Pool Mlg ONLY	7,004	8,351	10,000	10,000
29-52	CCS	4,570	3,687	7,244	7,244
30-00	Utilities	19,263	21,314	23,000	23,000
38-00	Inventory Items	48,649	26,966	32,490	45,490
48-00	Taxes & Assessments	139	153	153	153
CAPITALIZED ASSETS					
62-71	Office	0	0	30,000	0
62-74	Other	0	0	0	30,000
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(212,706)	(123,101)	(320,648)	(405,050)
Expenditures - Total		2,758,043	2,966,883	4,254,020	4,287,896
Net Cost		(7,787)	(118,432)	359,943	466,791

# HEALTH SERVICES

DENISE POMEROY, Director



## BU 4012 – Health Services Administration (Fund 170)

### DEPARTMENT OVERVIEW

The Health Services Department Administration Division provides central direction and oversight, accounting, file maintenance, personnel records, contracts, grant management, division specific software support and communications linkage for all of the programs within the following divisions:

- Public Health
- Environmental Health
- Veterans
- Jail Medical
- Emergency Medical Services
- Tobacco Education Program
- First 5 Lake.

Administration staff allocations remain at a minimum to reduce department cost, yet still meet all of the financial and administrative requirements and demands of the Department. Administration staff work daily in close collaboration with the staff of the 53 programs within Health Services Department to reduce costs and maximize funding while adhering to state and federal regulations, general accounting principles and individual program requirements and scope of work. Administration staff is trained and meets the annual HIPPA compliance requirements as required by Public Health and Veterans Services regulations.

### ACCOMPLISHMENTS IN FY 2017-18

- Successfully recruited and hired the vacant positions and returned the division to being fully staffed as allocated
- Implemented new funding, Local Oral Health Program for Public Health
- Continued direct onsite work with each division and their 53 programs to enhance the Health Services Departments ability to collect, process and maximize fiscal and administrative information
- Achieved continued compliance as required by Federal and State programs and grants
- Restarted the system upgrade projects that were put on hold due to the disasters, recovery efforts and staff vacancies in FY16/17 & 17/18

# HEALTH SERVICES

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DENISE POMEROY, Director  
BU 4012 – Health Services Administration

## GOALS IN FY 2018-19

- Continue to search for new funding sources and maximize revenue from existing sources
- Recruit and hire two positions due to retirements.
- Continue direct onsite work with each division and their 53 programs to enhance the Health Services Departments ability to collect, process and maximize fiscal and administrative information
- Continue to achieve compliance as required by Federal and State programs and grants
- New Geneva financial tracking software go live date July 1, 2018
- Interface Geneva financial software with BU4010/EH and BU4011/PH electronic software programs
- Assist BU4010(EH) with credit card implementation
- Oversee and Collaborate with both the Public Health and Environmental Health Divisions to continue the three year process of Public Health Accreditation

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

- Acct. 66-50 Charges for Services/Auditing & Accounting – Health Administration is funded primarily by charging BU 4010 and BU 4011 administrative service fees, the source of which is Public Health Realignment. Additional revenue is generated through the administration of the Medical Administrative Activities (MAA) program and a small administration fee to the Veterans Service Office
- Acct. 68-10 Health & Sanitation/Health Fees – Medical Marijuana will be transferred to BU 4011 in FY18/19. This is due to a regulatory change making medical marijuana applications a medical chart which falls under PH and HIPPA.

### Services & Supplies

- Acct. 23-80 Prof & Specialized Svcs – County Cost Plan

### Capital Assets

None

### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Health Services is requesting to leave one vacant Accountant position on the books as unfunded for fiscal year 18/19. This position will be reevaluated when BU's 4010 & 4011 have new or additional grants and/or programs. The salaries and benefits for FY 17/18 are in alignment with prior years when the division was fully staffed.

The Division has again budgeted for one 900 hour extra help position for Bevins Facility Maintenance Worker.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 170 Function Health Administration		Budget Unit 4012 - Health Administration Activity Health		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	3,775	3,276	2,500	2,500
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**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	562,463	649,690	744,577	844,770
68-10 Health Fees	2,250	1,700	0	0
69-20 Other	0	0	25	25

**MISCELLANEOUS**

79-90 Miscellaneous	0	0	10	10
79-91 Cancelled Checks	0	13	20	20

<b>Revenue - Total</b>	<b>568,488</b>	<b>654,678</b>	<b>747,132</b>	<b>847,325</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	340,466	422,681	444,802	499,924
01-12 Extra Help	14,503	15,130	15,039	15,039
01-13 OT, Holiday, Stby	4,548	6,480	2,000	2,000
01-14 Other, Term	15,785	3,297	5,699	5,699
02-21 FICA	26,927	32,083	36,177	40,403
02-22 PERS	50,324	67,988	79,001	88,813
03-30 Health/Life	40,022	48,498	68,948	78,596
03-31 Unemployment	1,065	1,116	3,366	3,753
03-32 Opt Out	4,800	4,067	0	0
04-00 Worker's Compensation	1,623	3,630	2,259	2,259

**SERVICES AND SUPPLIES**

12-00 Communications	3,068	4,160	4,800	4,800
14-00 Household Expense	13,454	890	3,000	3,000
15-10 Other	1,494	0	0	0
15-12 Public Liability	2,361	2,454	2,119	2,119
15-13 Fire & Allied Cvrsgs	158	3,031	3,124	3,124
17-00 Maintenance-Equipment	439	91	6,300	6,300
18-00 Maint-Bldgs & Imprvmts	3,749	15,366	14,080	14,080
20-00 Memberships	3,140	3,108	3,141	3,264
22-70 Supplies	3,087	4,998	4,100	4,100
22-71 Postage	85	39	200	200
23-80 Professional & Specialize	24,229	21,078	21,946	21,946
23-90 Administrative Services	9,654	5,448	24,326	24,326
24-00 Publications & Legal Ntcs	0	0	100	100
25-00 Rents & Leases-Equipment	46	23	150	150
27-00 Small Tools & Instruments	200	396	400	400
28-30 Supplies & Services	94	330	1,930	1,930
29-50 Transportation & Travel	5,691	5,122	9,500	9,500
29-51 Cent. Gar.-Pool Mlg ONLY	41	0	650	650
30-00 Utilities	7,332	8,051	8,177	8,177
38-00 Inventory Items	2,789	0	0	0

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(11,505)	(4,000)	(2,000)	(2,000)
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<b>Expenditures - Total</b>	<b>569,668</b>	<b>675,555</b>	<b>763,334</b>	<b>842,652</b>
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<b>Net Cost</b>	<b>1,180</b>	<b>20,876</b>	<b>16,202</b>	<b>(4,673)</b>
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# BEHAVIORAL HEALTH

TODD METCALF, Administrator



## BU 4014 – Mental Health (Fund 145)

### DEPARTMENT OVERVIEW

Lake County Behavioral Health provides integrated recovery-oriented mental health and alcohol and other drug services in clinic locations. The Department operates and supports several wellness centers in the community to meet the needs of unserved and underserved populations.

Substance use disorder diversion and treatment services include individual and group counseling, and trauma-informed treatment services for adults and youth. The Department also provides referrals to detoxification or residential treatment center. Services are provided to the community free of charge or at a sliding scale fee.

Mental health services are designed to provide strong community-based partnerships with individuals and families who are dealing with serious mental illness, including those who have co-occurring (mental health and substance abuse) disorders. Recovery-oriented services include assistance with establishing stable housing, access to physical health care, medications management, trauma-informed counseling and peer supports. Behavioral Health assists with management of mental health crises for all members of the community and provides for inpatient or temporary residential care as appropriate.

### ACCOMPLISHMENTS IN FY 2017-18

- Clean up and submission of annual cost reports through FY 2014-2015
- Set up individual and group therapy for Middletown School District school students
- Integration of mental health and SUD services
- Elimination of brief intake assessment and now conducting full assessment of all who come to LCBH (increase in billable services)
- No Place Like Home (technical assistance) grant award
- Established presence in Lakeport

### GOALS IN FY 2018-19

- Continued outreach and education
- Successful implantation of Continuum of Care Reform
- Medi-Cal certify all LCBH locations
- Provide services in South County
- Continue to get caught up on fiscal cost reporting to funders

# BEHAVIORAL HEALTH

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TODD METCALF, Administrator  
BU 4014 – Behavioral Health

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	53-60	State Admin Program/Mental Health – Realignment Funds, BH Sub Account, MHSA, Medi-Cal
Acct.	54-02	State Aid/Local Comm. Corrections – AB 109
Acct.	56-30	Other Government Agencies/Other – Grant Funding; PATH, MHBG (SAMHSA), IMHWGP

### **Services & Supplies**

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Acct.	29-50	Transportation & Travel – Management and Staff to attend conferences, trainings
Acct.	38-00	Inventory Items – Upgrade and replace outdated computers, phones
Acct.	40-70	Child & Welfare/Support & Care of Persons – Client Residential Placements, State Hospitals

### **Capital Assets**

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Acct.	62-72	Equipment/Autos & Lights Trucks – One passenger van
Acct.	62-74	Equipment/Other – Upgrade Anasazi client database
Acct.	63-13	Construction in Progress/Buildings & Improvements – Improvements to Clearlake and North Shore Facilities

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 145 Function Behavioral Health		Budget Unit 4014 - Behavioral Health Activity Health		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	38,469	38,064	30,000	30,000
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**INTERGOVERNMENT REVENUES**

53-60 Mental Health	10,408,111	11,070,403	12,504,336	12,504,336
53-62 Drug Abuse	270,541	0	0	0
54-02 Local Comm. Corrections	55,320	41,976	55,198	55,198
56-30 Other	1,590,124	787,824	804,794	804,794

**CHARGES FOR SERVICES**

68-20 Mental Health Services	32,362	32,101	45,000	45,000
69-20 Other	1,515	1,236	1,500	1,500

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	978	245	1,000	1,000
79-90 Miscellaneous	8,384	4,592	15,000	15,000
79-91 Cancelled Checks	20,129	1,043	5,000	5,000
79-93 Insurance Proceeds	8,592	5,410	10,000	10,000

**OTHER FINANCING SOURCES**

81-22 In	61,112	61,112	61,112	61,112
81-36 Pr Yr Overpayment/Repay	(329,982)	(89,445)	(562,239)	(562,239)

<b>Revenue - Total</b>	<b>12,165,654</b>	<b>11,954,560</b>	<b>12,970,701</b>	<b>12,970,701</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	2,811,720	2,764,304	3,817,004	3,817,004
01-12 Extra Help	134,534	119,052	231,012	231,012
01-13 OT, Holiday, Stby	58,083	70,485	60,000	60,000
01-14 Other, Term	49,633	35,357	50,000	50,000
02-21 FICA	223,519	217,590	311,051	311,051
02-22 PERS	417,964	444,969	677,938	677,938
03-30 Health/Life	516,413	458,330	656,278	656,278
03-31 Unemployment	12,750	10,200	28,436	28,436
03-32 Opt Out	17,867	15,333	21,600	21,600
04-00 Worker's Compensation	319,589	211,813	256,342	256,342

**SERVICES AND SUPPLIES**

12-00 Communications	21,617	26,760	38,300	38,300
14-00 Household Expense	6,210	6,189	6,500	6,500
15-10 Other	34,744	24,764	40,000	40,000
15-12 Public Liability	25,621	29,015	44,164	44,164
15-13 Fire & Allied Cvrsg	877	2,882	3,497	3,497
17-00 Maintenance-Equipment	15,551	14,601	26,000	26,000
18-00 Maint-Bldgs & Imprvmts	17,725	13,560	13,600	13,600
19-40 Medical Supplies	1,187	1,685	4,000	4,000
19-41 Incarcerated Individual	254,200	254,200	254,200	254,200
20-00 Memberships	8,353	5,661	10,206	10,206
22-70 Supplies	24,674	26,815	25,000	25,000
22-71 Postage	2,644	2,804	4,500	4,500
22-72 Books & Periodicals	438	959	2,000	2,000
23-80 Professional & Specialize	2,666,341	2,326,788	2,727,381	2,727,381
23-90 Administrative Services	133,928	79,659	158,945	158,945
24-00 Publications & Legal Ntcs	2,284	1,683	11,600	11,600
26-00 Rents & Leases-Bldg & Imp	200,995	213,947	310,838	310,838
28-30 Supplies & Services	20,557	38,523	102,000	102,000

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 145 Function Behavioral Health		Budget Unit 4014 - Behavioral Health Activity Health			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
29-50	Transportation & Travel	38,763	15,500	47,500	47,500
29-51	Cent. Gar.-Pool Mlg ONLY	69,222	78,034	70,000	70,000
29-52	CCS	7,539	11,749	30,500	30,500
30-00	Utilities	64,007	60,766	66,100	66,100
38-00	Inventory Items	39,660	33,150	64,500	64,500
40-70	Support & Care of Persons	2,719,168	3,279,777	3,415,000	3,415,000
48-00	Taxes & Assessments	515	479	605	605
CAPITALIZED ASSETS					
62-72	Autos & Light Trucks	71,608	24,385	35,000	35,000
62-74	Other	63,682	0	50,000	50,000
CONSTRUCTION IN PROGRESS					
63-13	Buildings & Improvements	17,983	33,575	365,000	365,000
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(397,591)	(101,183)	(315,896)	(315,896)
Expenditures - Total		10,694,573	10,854,159	13,720,701	13,720,701
Net Cost		(1,471,081)	(1,100,401)	750,000	750,000

# BEHAVIORAL HEALTH

TODD METCALF, Administrator



## BU 4015 – Alcohol & Other Drug Services (Fund 141)

### DEPARTMENT OVERVIEW

Lake County Behavioral Health provides integrated recovery-oriented mental health and substance use disorder services in clinic locations. The Department operates and supports several wellness centers in the community to meet the needs of unserved and underserved populations.

Substance use disorder diversion and treatment services include individual and group counseling, and trauma-informed treatment services for adults and youth. The Department also provides referrals to detoxification or residential treatment centers. Services are provided to the community free of charge or at a sliding scale fee.

Mental health services are designed to provide strong community-based partnerships with individuals and families who are dealing with serious mental illness, including those who have co-occurring (mental health and substance abuse) disorders. Recovery-oriented services include assistance with establishing stable housing, access to physical health care, medications management, trauma-informed counseling and peer supports. Behavioral Health assists with management of mental health crises for all members of the community and provides for inpatient or temporary residential care as appropriate.

### ACCOMPLISHMENTS IN FY 2017-18

- Clean up and submission of annual cost reports through FY 2015-2016
- Established standardized ASAM assessments countywide
- Integration of mental health and SUD services
- No Place Like Home Technical Assistance grant
- Participation in SafeRx helping to reduce opioid use

### GOALS IN FY 2018-19

- Continued outreach and community education
- Establish protocols for Drug Medi-Cal 1115 Waiver
- Medi-Cal certify all LCBH locations
- Provide services in South County
- Continue to get caught up on fiscal cost reporting to funders

# BEHAVIORAL HEALTH

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TODD METCALF, Administrator  
BU 4015 – Alcohol & Other Drug Services

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 53-62 State Admin Program/Drug Abuse – Drug Medi-Cal Services (DMC), SAPT Block Grant  
Acct. 54-02 State Aid/Local Comm. Corrections – AB 109  
Acct. 54-22 State Aid/Behavioral Health – BH Sub Acct through 2011 Realignment

### **Services & Supplies**

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Acct. 23-80 Prof & Specialized Svcs – Client Residential Placements  
Acct. 29-50 Transportation & Travel – Management and Staff to attend Conferences, Trainings  
Acct. 38-00 Inventory Items – Upgrade and replace outdated computers, phones

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 141 Function Alcohol & Other Drugs		Budget Unit 4015 - Alcohol & Other Drugs Activity Health		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-70 Vehicle Code Fines	6,512	7,053	6,500	6,500
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**USE OF MONEY & PROPERTY**

42-01 Interest	6,998	6,436	6,500	6,500
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**INTERGOVERNMENT REVENUES**

53-62 Drug Abuse	216,988	316,512	934,666	934,666
54-02 Local Comm. Corrections	37,499	28,839	35,533	35,533
54-22 Behavioral Health	1,087,324	1,187,757	1,229,231	1,229,231
56-30 Other	94,845	143,128	142,403	142,403

**CHARGES FOR SERVICES**

68-10 Health Fees	225,787	247,098	223,500	223,500
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**MISCELLANEOUS**

79-90 Miscellaneous	39	0	0	0
79-91 Cancelled Checks	135	596	150	150
79-93 Insurance Proceeds	8,592	5,410	7,300	7,300

**OTHER FINANCING SOURCES**

81-36 Pr Yr Overpayment/Repay	4,519	(9,156)	0	0
<b>Revenue - Total</b>	<b>1,689,239</b>	<b>1,933,675</b>	<b>2,585,783</b>	<b>2,585,783</b>

**SALARIES AND BENEFITS**

01-11 Permanent	602,149	632,048	933,729	933,729
01-12 Extra Help	31,977	24,406	36,774	36,774
01-13 OT, Holiday, Stby	7,226	9,669	10,000	10,000
01-14 Other, Term	15,913	1,597	8,000	8,000
02-21 FICA	48,347	48,880	72,442	72,442
02-22 PERS	90,373	103,567	168,577	168,577
03-30 Health/Life	126,621	147,420	221,751	221,751
03-31 Unemployment	3,281	2,503	6,793	6,793
03-32 Opt Out	2,400	(67)	2,400	2,400
04-00 Worker's Compensation	119,570	122,966	129,902	129,902

**SERVICES AND SUPPLIES**

12-00 Communications	5,112	5,330	7,550	7,550
14-00 Household Expense	1,212	1,794	2,000	2,000
15-10 Other	14,175	13,034	20,000	20,000
15-12 Public Liability	16,528	14,929	14,831	14,831
15-13 Fire & Allied Cvrsgs	266	315	345	345
17-00 Maintenance-Equipment	2,165	5,648	6,000	6,000
18-00 Maint-Bldgs & Imprvmts	4,557	8,046	6,000	6,000
19-40 Medical Supplies	17,256	1,138	15,000	15,000
20-00 Memberships	1,829	2,930	3,100	3,100
22-70 Supplies	10,380	9,049	7,500	7,500
22-71 Postage	1,491	1,296	2,000	2,000
22-72 Books & Periodicals	60	66	750	750
23-80 Professional & Specialize	172,111	297,227	415,167	415,167
23-86 Health Admin Services	392,474	97,579	315,896	315,896
23-90 Administrative Services	5,585	9,180	9,161	9,161
24-00 Publications & Legal Ntcs	0	0	500	500
26-00 Rents & Leases-Bldg & Imp	65,512	70,765	69,100	69,100

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 141 Function Alcohol & Other Drugs		Budget Unit 4015 - Alcohol & Other Drugs Activity Health			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
28-30	Supplies & Services	30,577	34,609	70,500	70,500
29-50	Transportation & Travel	7,800	5,757	6,500	6,500
29-51	Cent. Gar.-Pool Mlg ONLY	0	0	3,750	3,750
29-52	CCS	0	28	0	0
30-00	Utilities	11,191	16,799	26,050	26,050
38-00	Inventory Items	11,610	6,314	5,800	5,800
48-00	Taxes & Assessments	9	10	15	15
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(12,906)	(12,686)	(12,100)	(12,100)
Expenditures - Total		1,806,851	1,682,145	2,585,783	2,585,783
Net Cost		117,613	(251,530)	0	0

# HEALTH SERVICES

DENISE POMEROY, Director



## BU 4016 – Tobacco Education (Fund 171)

### DEPARTMENT OVERVIEW

The Tobacco Program is a state mandated Public Health program. It provides tobacco education and outreach services to the people of Lake County. Fiscal year 2018/2019 is the first year with funding from proposition 99 and proposition 56. The new prop 56 funds doubled the program and funding. The program also includes a youth group coalition, adult group coalition and a Health/Education Coalition.

The California Tobacco Control Program mission is: “The mission of the California Tobacco Control Program is to improve the health of all Californians by reducing illness and premature death attributable to the use of tobacco products. Through leadership, experience and research, the California Tobacco Control Program empowers statewide and local health agencies to promote health and quality of life by advocating social norms that create a tobacco-free environment.”

### ACCOMPLISHMENTS IN FY 2017-18

- Participated in 9 community events with tabling displays and interactive tobacco education materials
- Completed 15 Tobacco Retailer Observations in the City of Clearlake. Summary Report on file
- Completed 3 trainings, 2 events, and 3 meetings with The Tobacco Prevention Youth Coalition
- Conducted 7 presentations to various community groups, coalitions, agencies, and stakeholders including a meeting with the President/Superintendent of Mendocino College
- Completed a college campus observation of tobacco and smoking evidence at Mendocino College Lake Campus

### GOALS IN FY 2018-19

- At least ten (10) Lake County youth per year will be recruited, trained, and maintained to become tobacco control advocates in their communities. Of the 10 recruited youth, 50% will represent low socioeconomic status (SES), Hispanic/Latino, and Rural Population groups. Each youth will participate in at least three (3) tobacco control trainings and/or activities per year.
- The Mendocino-Lake Community College District will adopt and implement a tobacco-free campus policy that includes electronic smoking devices which will result in a 25% increase in smoke/tobacco-free signage on campus, and a 25% decrease in the observance of smokers on campus and tobacco waste on campus premises.
- The City of Clearlake will adopt a policy requiring retailers that sell, give, or furnish tobacco [including electronic smoking devices (ESDs)] to obtain a Tobacco Retail License (TRL) that designates a portion of the licensing fee for enforcement.

# HEALTH SERVICES

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DENISE POMEROY, Director  
BU 4016 – Tobacco Education

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 53-80 State Admin Program/Other Health – State Tobacco Funds; Prop 99 and Prop 56

### **Services & Supplies**

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Acct. 23-80 Prof & Specialized Svcs – Pass-through of revenue to the Public Health Budget (4011) to reimburse for staff and other support of the Tobacco Education Program

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 171 Function Tobacco Education		Budget Unit 4016 - Tobacco Education Activity Health		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	968	214	650	650
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**INTERGOVERNMENT REVENUES**

53-80 Other Health	150,000	300,000	300,000	300,000
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<b>Revenue - Total</b>	<b>150,968</b>	<b>300,214</b>	<b>300,650</b>	<b>300,650</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	200,788	206,321	320,648	405,050
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<b>Expenditures - Total</b>	<b>200,788</b>	<b>206,321</b>	<b>320,648</b>	<b>405,050</b>
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<b>Net Cost</b>	<b>49,820</b>	<b>(93,893)</b>	<b>19,998</b>	<b>104,400</b>
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# BEHAVIORAL HEALTH

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TODD METCALF, Administrator



## BU 4018 – Alcoholism Program Services (Fund 142)

### DEPARTMENT OVERVIEW

State law requires that a separate fund be established to account for a portion of court imposed fines that are dedicated to finance treatment programs. The money is held in this fund until it is needed to support operations of the Alcohol and Other Drug Services program (BU 4015), then it is paid to Budget Unit 4015 as an expenditure reduction in account 80.80.

No County General Fund discretionary revenues are allocated to this budget unit.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	31-70	Fines/Forfeitures, Penalties/Vehicle Code Fines – Court imposed fees
Acct.	42-01	Revenue from Use of Money/Interest – Earned interests

#### Services & Supplies

None

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 142 Function Alcoholism Program Svcs		Budget Unit 4018 - Alcoholism Program Serv Activity Health		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-70 Vehicle Code Fines	12,377	12,393	13,000	13,000
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**USE OF MONEY & PROPERTY**

42-01 Interest	7	10	18	18
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<b>Revenue - Total</b>	<b>12,383</b>	<b>12,403</b>	<b>13,018</b>	<b>13,018</b>
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**SERVICES AND SUPPLIES**

23-91 Intra-Div Services	12,100	12,686	13,018	13,018
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<b>Expenditures - Total</b>	<b>12,100</b>	<b>12,686</b>	<b>13,018</b>	<b>13,018</b>
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<b>Net Cost</b>	<b>(283)</b>	<b>283</b>	<b>0</b>	<b>0</b>
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## BU 4121 – Integrated Waste Management (Fund 985)

### DEPARTMENT OVERVIEW

The Integrated Waste Management division of the Public Services Department operates the Eastlake Landfill adjacent to the City of Clearlake, administers two franchise contracts for waste and recycling collection in the unincorporated areas, oversees the county integrated waste management plan, develops and implements programs for materials requiring special handling, and provides environmental education related to solid waste reduction, reuse, and recycling.

Budget Unit 4121 is an enterprise fund and as such the revenues generated within the budget are solely devoted to funding solid waste operations. Funds are primarily derived from tipping fees at the landfill and hauler franchise fees, though state grants do provide assistance for various non-discretionary programs. Federal and State regulations require landfill owners to provide financial assurances for the cost of future landfill closure and post-closure maintenance, corrective actions for reasonably foreseeable events, and operating liability; reserve funds are established and adequately funded to meet those requirements. Additionally, reserve funds are in place to fund the landfill expansion project, equipment replacement, and Davis Street and Moss Street repair work.

### ACCOMPLISHMENTS IN FY 2017-18

- Accepted massive amounts of fire debris at the landfill from the 2015, 2016, and 2017 wildfires
- Collected and disposed of nearly 200 million cubic feet of methane and hydrogen sulfide (landfill gas)
- Completed the field investigations phase for a proposed landfill expansion project, and initiated the subsequent preliminary design phase
- Installed GPS software on landfill equipment to assist with operations efficiency with a goal of maximizing landfill compaction and ensuring finish slopes are precisely graded
- Completed a cost and revenue model to determine appropriate franchise and landfill tip fees to adequately fund solid waste operations

### GOALS IN FY 2018-19

- Complete the preliminary design phase of the proposed landfill expansion project and initiate the environmental review / permitting phase
- Adjust landfill tipping fees and franchise hauler rates as necessary to financially sustain the integrated waste management enterprise fund
- Improve public education for waste reduction, reuse, and recycling
- Improve provisions for public recycling and disposal options of hazardous waste
- Implement the corrective action plan for Central Valley Water Quality Control Board Cleanup Abatement Order R5-2015-0713

# PUBLIC SERVICES

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LARS EWING, Director  
BU 4121 – Integrated Waste Management

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	21-50	Permits/Franchises – The franchise waste haulers pay franchise fees to the County based on a percentage of their gross revenues from services rendered to customers.
Acct.	54-90	State Aid/Other – CalRecycle grants provide nearly \$100,000 annually for countywide recycling goals
Acct.	68-40	Health & Sanitation/Sanitation Svcs -Current – Public and franchise hauler landfill tip fees.

### Services & Supplies

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Acct.	17-00	Maintenance/Equipment – The cost to maintain landfill equipment has increased over the past few years as a result of the impact of managing the influx of fire debris, though these costs are anticipated to decrease from last year with the expectation of a reduction of inbound fire debris.
Acct.	18-00	Maintenance/Buildings & Improvements – This is one of the most utilized object codes as it takes a great deal of supplies and material to maintain the landfill.
Acct.	23-80	Professional & Specialized Svcs – Contractors and consultants are used regularly at the landfill to ensure that ongoing monitoring and corrective action requirements are accomplished for landfill gas, storm water management, groundwater migration, and other areas of concern

### Capital Assets

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Acct.	62-72	Equipment/Autos & Light Trucks – Replacement of two vehicles (solid waste administration & landfill gatehouse)
Acct.	62-74	Equipment/Other – Replacement of landfill equipment (excavator, dozer, water pump)
Acct.	63-13	Construction in Progress/Buildings & Improvements – Landfill Expansion Project and Cleanup and Abatement Order R5-2015-0713

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 985 Function Integrated Waste Mgmt		Budget Unit 4121 - Integrated Waste Mgmt Activity Sanitation		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-50	Franchises	358,824	559,075	628,000	628,000
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**FINES, FORFEIT, PENALTIES**

31-95	Penalties & Cost on Delq	463	(451)	0	0
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**USE OF MONEY & PROPERTY**

42-01	Interest	176,564	151,507	276,000	276,000
42-10	Rents & Concessions	8,000	8,000	8,000	8,000

**INTERGOVERNMENT REVENUES**

54-90	Other	75,845	81,815	75,309	75,309
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**CHARGES FOR SERVICES**

68-40	Sanitation Svcs-Current	4,898,616	9,559,755	2,461,810	2,461,810
68-41	Sanitation Svcs-Prior	118	(118)	0	0

**MISCELLANEOUS**

79-60	Sale of Fixed Assets	2,131	556	0	0
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**OTHER FINANCING SOURCES**

81-22	In	592,403	2,182,300	556,000	556,000
81-23	Out	(8,317,160)	(2,645,643)	(1,339,103)	(1,339,103)

<b>Revenue - Total</b>		<b>(2,204,196)</b>	<b>9,896,796</b>	<b>2,666,016</b>	<b>2,666,016</b>
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**SALARIES AND BENEFITS**

01-11	Permanent	644,952	682,401	804,286	804,076
01-12	Extra Help	58,144	86,563	108,216	108,216
01-13	OT, Holiday, Stby	17,260	36,946	6,000	6,000
01-14	Other, Term	13,762	10,230	7,972	8,182
02-21	FICA	52,484	56,527	65,113	65,113
02-22	PERS	95,271	109,813	144,264	144,264
03-30	Health/Life	132,384	129,283	161,642	161,642
03-31	Unemployment	2,041	1,631	6,012	6,012
03-45	Retiree OPEB	12,737	0	0	0
04-00	Worker's Compensation	49,684	30,399	58,669	58,669
05-01	Year End-PF*A/C Use only*	(5,119)	0	0	0

**SERVICES AND SUPPLIES**

11-00	Clothing & Personal Suppl	2,558	1,660	3,800	3,800
12-00	Communications	6,063	7,637	5,900	5,900
14-00	Household Expense	1,355	2,192	5,000	5,000
15-12	Public Liability	21,250	19,194	25,861	25,861
15-13	Fire & Allied Cvrgrs	6,901	5,609	5,656	5,656
17-00	Maintenance-Equipment	231,365	335,884	300,000	300,000
18-00	Maint-Bldgs & Imprvmts	63,212	196,517	525,000	525,000
19-40	Medical Supplies	73	165	1,000	1,000
20-00	Memberships	529	529	7,000	7,000
22-70	Supplies	4,200	6,288	5,800	5,800
22-71	Postage	516	586	2,500	2,500
23-80	Professional & Specialize	564,676	596,154	385,000	385,000
23-81	Engineering In-House	15	0	0	0
23-90	Administrative Services	41,442	70,117	40,977	40,977
23-91	Intra-Div Services	20,747	21,993	26,882	26,882

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 985 Function Integrated Waste Mgmt		Budget Unit 4121 - Integrated Waste Mgmt Activity Sanitation			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
25-00	Rents & Leases-Equipment	240,604	465,716	50,000	50,000
27-00	Small Tools & Instruments	774	1,430	2,000	2,000
28-30	Supplies & Services	153,121	260,755	310,000	310,000
29-50	Transportation & Travel	116,689	166,434	265,000	265,000
29-51	Cent. Gar.-Pool Mlg ONLY	4,741	7,219	15,000	15,000
30-00	Utilities	55,986	34,137	41,000	41,000
38-00	Inventory Items	4,318	10,984	7,000	7,000
48-00	Taxes & Assessments	249	272	300	300
<b>CAPITALIZED ASSETS</b>					
62-72	Autos & Light Trucks	0	0	57,000	57,000
62-73	Shop	8,062	0	0	0
62-74	Other	91,694	183,265	499,000	499,000
<b>CONSTRUCTION IN PROGRESS</b>					
63-13	Buildings & Improvements	56,366	296,250	1,250,000	1,250,000
<b>OTHER FINANCING USES</b>					
80-80	Interfund Reimbursements	(48,215)	(67,340)	(67,313)	(67,313)
<b>Expenditures - Total</b>		<b>2,722,890</b>	<b>3,767,442</b>	<b>5,131,537</b>	<b>5,131,537</b>
<b>Net Cost</b>		<b>4,927,085</b>	<b>(6,129,354)</b>	<b>2,465,521</b>	<b>2,465,521</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 986 Function S.W.M.-Equip Aquisition		Budget Unit 4121 - Integrated Waste Mgmt Activity Sanitation		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## OTHER FINANCING SOURCES

81-22 In	0	310,000	1,000,000	1,000,000
81-23 Out	(592,403)	0	(556,000)	(556,000)
<b>Revenue - Total</b>	<b>(592,403)</b>	<b>310,000</b>	<b>444,000</b>	<b>444,000</b>
<b>Net Cost</b>	<b>592,403</b>	<b>(310,000)</b>	<b>(444,000)</b>	<b>(444,000)</b>



## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 987 Function S.W.M-Landfill Clsr Maint		Budget Unit 4121 - Integrated Waste Mgmt Activity Sanitation		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## OTHER FINANCING SOURCES

81-22 In	4,845,547	522,211	296,323	296,323
<b>Revenue - Total</b>	<b>4,845,547</b>	<b>522,211</b>	<b>296,323</b>	<b>296,323</b>
<b>Net Cost</b>	<b>(4,845,547)</b>	<b>(522,211)</b>	<b>(296,323)</b>	<b>(296,323)</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 989 Function S.W.M.-Environmental Ins.		Budget Unit 4121 - Integrated Waste Mgmt Activity Sanitation		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## OTHER FINANCING SOURCES

81-22 In	1,000,000	500,000	0	0
81-23 Out	0	(1,000,000)	0	0
<b>Revenue - Total</b>	<b>1,000,000</b>	<b>(500,000)</b>	<b>0</b>	<b>0</b>
<b>Net Cost</b>	<b>(1,000,000)</b>	<b>500,000</b>	<b>0</b>	<b>0</b>

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 992 Function S.W.M.-Corr. Action Plans		Budget Unit 4121 - Integrated Waste Mgmt Activity Sanitation		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## OTHER FINANCING SOURCES

81-22 In	2,471,613	131,132	42,780	42,780
<b>Revenue - Total</b>	<b>2,471,613</b>	<b>131,132</b>	<b>42,780</b>	<b>42,780</b>
<b>Net Cost</b>	<b>(2,471,613)</b>	<b>(131,132)</b>	<b>(42,780)</b>	<b>(42,780)</b>

# DEPARTMENT OF SOCIAL SERVICES

CRYSTAL MARKYTAN, Director



## BU 5011 – Social Services Administration (Fund 168)

### DEPARTMENT OVERVIEW

This is the administrative budget for the Department of Social Services. It provides all staffing, services, and supplies necessary to carry out departmental functions.

In addition to administrative expenses, this budget includes certain program expenses, such as CalWORKS Welfare-to-Work (WTW) supportive services and child care, CalWORKs ESE costs, and direct Child Welfare Services. This budget also includes IHSS Public Authority contract costs.

### ACCOMPLISHMENTS IN FY 2017-18

- During the Sulphur Fire, coordinated with the Office of Emergency Services and Red Cross to manage care and shelter and coordinated with the City of Clearlake to establish and operate the Local Assistance Center
- Separated from the Title IV-E Waiver for the purposes of efficient and effective use of funding
- Successful transition of Leadership positions
- Actively participated as partners with Community Based Organizations (i.e. Continuum of Care, First Five, Disaster Council, Hope Rising, Health Leadership Network)
- Enacted and streamlined program processes to meet mandates and use resources more effectively

### GOALS IN FY 2018-19

- Maximize available funding sources for all programs and implement a formalized process for ongoing review of revenue and spending status
- Develop a solid recruitment and retention plan to increase and maintain the number of local Resource Family Approval homes in order to decrease the number of foster youth placed out of county.
- Develop a supervisor/manager in-house orientation and training program
- Continue to provide a consistent and high level of services to the community

# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director  
BU 5011 – Social Services Administration

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	53-01	State Assistance Program/Public Assistance Admin – State funds for IHSS and health related administration
Acct.	53-39	State Admin Program/Medical – State funds for Medi-Cal program administration
Acct.	55-34	Other Federal/ AFDC FG/U – Federal funds for CalWORKs administration

### Services & Supplies

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Acct.	18-00	Maintenance/Buildings & Improvements – Maintenance of DSS buildings
Acct.	23-58	Prof & Specialized Svcs/Subsidized Employment – On-the-Job (OJT) trainee placement
Acct.	23-80	Professional & Specialized Svcs – Contracted services for program and admin functions

### Capital Assets

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Acct.	62-72	Equipment/Autos & Light Trucks – Purchase of vehicle for DSS use
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### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Although in last year's budget we were preparing for the elimination of the IHSS MOE, the IHSS MOE remained but was reworked without a clear solution of what the future holds past 2019-20. The reworking of the IHSS MOE reflects an increasing financial burden on this department.

The addition of two Social Services Aides for Child Welfare Services in fiscal year 2018-19 are added to shift some duties from Social Workers while they continue to work on increasing in-county Resource Family Approved homes for foster children and youth.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 168 Function Social Services Admin		Budget Unit 5011 - Social Services Admin Activity Admin		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

53-01 Public Assistance Admin	2,099,705	1,836,329	2,664,330	2,691,111
53-30 CMSP	17,489	13,539	9,418	9,418
53-32 Food Stamps	1,413,340	1,793,759	1,369,724	1,390,241
53-34 AFDC-FG/U	1,480,042	1,090,625	1,489,396	1,526,772
53-35 CWS	417,033	397,407	564,825	567,436
53-38 CCBC	183,452	154,399	299,672	304,474
53-39 Medical	3,557,927	3,588,419	3,460,447	3,460,447
53-50 Soc Svcs Realign Sls Tx	1,800,000	2,753,419	1,681,939	1,784,934
54-07 H&HS-Adult Protective Sv	162,268	223,387	0	0
54-08 H&HS-Foster Care	35,497	48,868	0	0
54-09 H&HS-Child Welfare Svcs	1,474,166	2,029,419	0	0
54-11 H&HS-Adoptions	279,328	384,539	0	0
54-12 H&HS-Child Ab Prevention	79,427	109,342	0	0
54-21 Protective Services	0	0	2,305,285	2,305,285
55-01 Public Assistance Admin	302,951	205,483	332,081	337,182
55-32 Food Stamps	1,694,089	1,616,132	1,872,243	1,899,786
55-33 Foster Care	144,475	110,809	37,203	38,790
55-34 AFDC FG/U	3,620,353	3,036,254	3,220,950	3,426,825
55-35 CWS	428,360	326,498	1,059,047	2,084,073
55-39 Kingap	580	30	0	0
56-30 Other	484	406	5,000	5,000

**CHARGES FOR SERVICES**

66-01 Personnel Services	202,058	290,576	130,000	130,000
67-60 Estate Fees	93,992	93,709	100,000	100,000
69-20 Other	70	108	30,000	30,000

**MISCELLANEOUS**

79-50 Revenue Applic Prior Year	0	6	2,000	2,000
79-60 Sale of Fixed Assets	17,068	12,289	10,000	10,000
79-70 Other Sales-Miscellaneous	41	25	50	50
79-90 Miscellaneous	6,141	3,180	5,000	5,000
79-91 Cancelled Checks	1,143	2,939	1,000	1,000
79-93 Insurance Proceeds	16,905	1,074	0	0

**OTHER FINANCING SOURCES**

81-22 In	24,123	23,991	385,000	506,522
81-23 Out	(65,000)	(110,000)	(469,077)	(473,607)
<b>Revenue - Total</b>	<b>19,487,508</b>	<b>20,036,961</b>	<b>20,565,533</b>	<b>22,142,739</b>

**SALARIES AND BENEFITS**

01-11 Permanent	8,935,178	8,939,322	10,963,613	10,963,613
01-12 Extra Help	173,517	176,377	237,393	237,393
01-13 OT, Holiday, Stby	282,576	279,301	300,000	300,000
01-14 Other, Term	85,020	71,042	70,000	70,000
02-21 FICA	687,374	693,767	848,918	848,918
02-22 PERS	1,315,585	1,456,239	1,947,249	1,947,249
03-30 Health/Life	1,835,442	1,801,783	2,291,185	2,291,185
03-31 Unemployment	26,254	26,243	78,623	78,623
03-32 Opt Out	33,382	31,600	33,600	33,600
04-00 Worker's Compensation	297,211	352,822	392,891	392,891

**SERVICES AND SUPPLIES**

12-00 Communications	112,697	110,550	143,064	143,064
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Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 168 Function Social Services Admin		Budget Unit 5011 - Social Services Admin Activity Admin			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
14-00	Household Expense	72,127	42,224	49,231	49,231
15-12	Public Liability	31,270	15,480	13,819	13,819
15-13	Fire & Allied Cvrgs	2,509	1,434	1,759	1,759
17-00	Maintenance-Equipment	173,485	102,449	192,924	192,924
18-00	Maint-Bldgs & Imprvmts	85,038	20,473	287,997	347,997
20-00	Memberships	29,278	30,530	31,940	31,940
22-70	Supplies	114,047	112,542	163,000	163,000
22-71	Postage	95,175	116,331	151,600	151,600
22-72	Books & Periodicals	2,613	3,172	8,300	8,300
23-50	Gr Ave for Indep-Contract	302,471	305,454	314,432	459,432
23-53	Child Care Bridging	0	0	0	66,670
23-54	Cal Learn-Transportation	173,166	157,261	203,000	203,000
23-55	Cal Learn-Child Care	233,265	258,491	250,000	250,000
23-56	Cal Learn-Ancillary	22,073	49,949	75,000	75,000
23-57	Cal Learn-Contract Pymts	48,608	30,324	0	38,899
23-58	Subsidized Employment	133,495	110,861	224,691	224,691
23-59	Family Stabilization	11,482	14,856	50,000	50,000
23-70	Perform Incent Contract	0	623	31,535	31,535
23-80	Professional & Specialize	1,472,419	1,000,589	1,387,464	2,442,316
23-90	Administrative Services	606,753	744,541	276,426	276,426
23-91	Intra-Div Services	10,708	67,757	71,400	71,400
24-00	Publications & Legal Ntcs	12,584	2,664	15,000	15,000
25-00	Rents & Leases-Equipment	2,530	1,026	900	1,015
26-00	Rents & Leases-Bldg & Imp	678,280	693,156	769,091	789,091
27-00	Small Tools & Instruments	4,123	4,982	5,000	5,000
28-30	Supplies & Services	72,974	118,974	104,817	281,017
28-32	EBT	24,174	225,439	87,500	87,500
28-41	IHSS	116,660	85,677	131,427	131,427
29-50	Transportation & Travel	125,824	134,672	190,680	190,680
30-00	Utilities	168,803	165,397	224,720	224,720
38-00	Inventory Items	624,284	85,066	154,000	174,000
40-70	Support & Care of Persons	68,723	22,913	55,308	55,308
40-72	Direct Child Welfare Cost	127,463	173,641	204,417	204,417
CAPITALIZED ASSETS					
62-71	Office	20,064	0	0	0
62-72	Autos & Light Trucks	184,630	0	100,000	100,000
62-73	Shop	24,217	0	0	0
62-79	Prior Year	17,530	0	0	0
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(5,346)	0	0	0
Expenditures - Total		19,671,732	18,837,995	23,133,914	24,715,650
Net Cost		184,224	(1,198,967)	2,568,381	2,572,911

# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5012 – Social Services Special Programs (Fund 168)

### DEPARTMENT OVERVIEW

Budget Unit 5012 is comprised of Staff assigned to the Public Authority (PA) and to the Area Agency on Aging (AAA).

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 66-01 Charges for Services/Personnel Services – Program Staffing contracts for the IHSS PA and the AAA

#### Services & Supplies

None

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This budget has decreased due to reduction in payroll cost.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 168 Function Social Services Admin		Budget Unit 5012 - Social Services Spec Prog Activity Admin		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

66-01 Personnel Services	373,696	395,573	603,163	603,163
<b>Revenue - Total</b>	<b>373,696</b>	<b>395,573</b>	<b>603,163</b>	<b>603,163</b>

**SALARIES AND BENEFITS**

01-11 Permanent	234,074	350,400	399,461	399,461
01-13 OT, Holiday, Stby	21,369	2,503	2,400	2,400
01-14 Other, Term	273	7,935	0	0
02-21 FICA	24,739	24,929	30,742	30,742
02-22 PERS	45,344	51,662	70,946	70,946
03-30 Health/Life	70,893	75,390	95,131	95,131
03-31 Unemployment	1,013	1,029	2,795	2,795
03-32 Opt Out	0	267	0	0
04-00 Worker's Compensation	1,951	1,719	1,688	1,688

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(251)	0	0	0
<b>Expenditures - Total</b>	<b>399,404</b>	<b>515,834</b>	<b>603,163</b>	<b>603,163</b>
<b>Net Cost</b>	<b>25,708</b>	<b>120,261</b>	<b>0</b>	<b>0</b>

# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5115 – OJT Training (Fund 169)

### DEPARTMENT OVERVIEW

Our On-the-Job Training (OJT) program is one of the services we provide as a Welfare-to-Work (WTW) activity under the CalWORKs program. The primary purpose of the program, which is unique to Lake County, is to provide CalWORKs recipients with the training and work experience necessary to obtain and maintain permanent employment, thereby becoming self-sufficient. Qualifying CalWORKs participants are placed in full-time trainee positions, as County employees with benefits, in a variety of job classifications in participating County departments.

Our OJT program has been highly successful with dozens of participants transitioning into permanent County employment and many more into the private sector.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

None

#### Services & Supplies

Acct. 80-80 Other Financing Uses/Interfund Reimbursements – Reimbursement from Budget Unit 5011, Social Services Admin, from the CalWORKs Single Allocation

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Reimbursement is not collected from Budget Unit 5121 General Welfare. Full amount of reimbursement will be from Budget Unit 5011 because of funding changes to the program through Expanded Subsidized Employment (ESE).

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 169 Function Welfare Assistance		Budget Unit 5115 - OJT Training Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**SALARIES AND BENEFITS**

01-11 Permanent	94,752	62,250	121,981	121,981
01-13 OT, Holiday, Stby	293	13	0	0
01-14 Other, Term	76	0	0	0
02-21 FICA	7,213	4,763	9,334	9,334
02-22 PERS	14,008	10,010	21,664	21,664
03-30 Health/Life	15,875	8,605	47,291	47,291
03-31 Unemployment	591	379	855	855
04-00 Worker's Compensation	19,275	17,993	8,735	8,735

**SERVICES AND SUPPLIES**

15-12 Public Liability	16,528	14,929	14,831	14,831
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**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(133,495)	(110,861)	(224,691)	(224,691)
80-81 Intrafund Reimbursements	(31,107)	(8,156)	0	0

<b>Expenditures - Total</b>	<b>4,009</b>	<b>(74)</b>	<b>0</b>	<b>0</b>
<b>Net Cost</b>	<b>4,009</b>	<b>(74)</b>	<b>0</b>	<b>0</b>

# DEPARTMENT OF SOCIAL SERVICES

CRYSTAL MARKYTAN, Director



## BU 5121 – General Welfare (Fund 169)

### DEPARTMENT OVERVIEW

This Budget Unit provides assistance payments to families through the CalWORKs program. It funds direct payments to Resource Families and residential facilities for children who are removed from their home due to abuse and neglect. Adoption Assistance payments are made to families that have adopted children through the foster care system.

This Budget Unit also funds the county share of payroll costs for IHSS providers who assist the elderly and disabled so they can remain safely in their home.

### ACCOMPLISHMENTS IN FY 2017-18

- During the Sulphur Fire, coordinated with the Office of Emergency Services and Red Cross to manage care and shelter and coordinated with the City of Clearlake to establish and operate the Local Assistance Center
- Separated from the Title IV-E Waiver for the purposes of efficient and effective use of funding
- Successful transition of Leadership positions
- Actively participated as partners with Community Based Organizations (i.e. Continuum of Care, First Five, Disaster Council, Hope Rising, Health Leadership Network)
- Enacted and streamlined program processes to meet mandates and use resources more effectively

### GOALS IN FY 2018-19

- Maximize available funding sources for all programs and implement a formalized process for ongoing review of revenue and spending status
- Develop a solid recruitment and retention plan to increase and maintain the number of local Resource Family Approval homes in order to decrease the number of foster youth placed out of county.
- Develop a supervisor/manager in-house orientation and training program
- Continue to provide a consistent and high level of services to the community

# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director  
BU 5121 – General Welfare

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 53-03	State Assistance Program/Family Stabilization (CalWORKs) - State funding for CalWORKs Assistance payments
Acct. 53-50	State Admin Program/Soc Svcs Realign Sls Tx – Social Services Realignment 1991 used to cover County Share of assistance costs.
Acct. 55-13	Federal Assistance Program/Foster Care – Federal funds for Foster Care assistance

### **Services & Supplies**

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Acct. 28-30	Special Departmental Exp/Supplies & Services – Projected County Share of IHSS payroll costs to be paid to the state
Acct. 40-30	Child & Welfare/Child AFDC-FG-30 – Assistance payments to eligible CalWORKs recipients
Acct. 40-40	Child & Welfare/FDC Foster Care – Foster Care assistance for CWS and Probation

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

In last year's budget we were preparing for the elimination of the IHSS MOE. The IHSS MOE was reworked with temporary offsets to reduce the burden of a state shortfall passed on to the counties. Although what we anticipate in FY18/19 is less than that which was originally anticipated in FY17/18, the amount is still \$1,000,000 more than what was paid in FY16/17. The IHSS MOE has been reworked without a clear solution of what the future holds past 2019-20.

Based on 17/18 expenses and estimated caseloads, Adoption Assistance will increase.

The CalWORKs caseload has continued to decline, resulting in lower costs for assistance in FY 17/18. We anticipate this will continue into FY 18/19.

Approved Relative Caregiver (ARC) is anticipated to increase to cover an expected increase in the caseload.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 169 Function Welfare Assistance		Budget Unit 5121 - General Welfare Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

53-03 Family Support	1,776,875	1,362,816	1,451,856	1,451,856
53-11 AFDC-FG/U	670,699	(348,524)	1,001,354	1,122,876
53-12 Adoptions	(56,448)	(25,275)	0	0
53-13 Foster Care	222,109	(128,216)	0	0
53-15 Kin-Gap State	69,049	53,804	73,963	73,963
53-50 Soc Svcs Realign Sls Tx	6,807,615	8,927,774	7,364,742	7,364,742
53-51 Realignment CalWorks MOE	2,099,959	2,501,267	1,954,325	1,954,325
54-08 H&HS-Foster Care	1,332,633	1,834,576	0	0
54-13 H&HS-Adoption Asst Prog	1,169,318	1,609,748	0	0
54-21 Protective Services	0	0	2,840,275	2,840,275
55-11 AFDC FG/U	1,377,357	1,618,397	1,722,111	1,722,111
55-12 Adoptions	1,668,507	1,814,082	1,886,783	1,886,783
55-13 Foster Care	2,933,241	2,594,272	1,646,634	1,646,634
55-15 Kingap	20,372	21,326	28,931	28,931
56-30 Other	66,392	69,004	65,000	65,000

**MISCELLANEOUS**

79-91 Cancelled Checks	532	0	0	0
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**OTHER FINANCING SOURCES**

81-23 Out	0	0	0	(121,522)
<b>Revenue - Total</b>	<b>20,158,209</b>	<b>21,905,050</b>	<b>20,035,974</b>	<b>20,035,974</b>

**SERVICES AND SUPPLIES**

28-30 Supplies & Services	4,953,464	5,569,692	5,908,222	5,908,222
40-30 Child AFDC-FG-30	6,256,206	6,080,024	6,204,000	6,204,000
40-40 FDC Foster Care (40-42)	5,922,026	5,944,323	6,500,000	6,500,000
40-44 Aid to Adopt Child (04)	3,475,376	3,774,246	3,900,000	3,900,000
40-46 Kin-Gap Children	116,849	113,391	150,000	150,000
40-47 Apprvd Relative Caregiver	9,117	16,226	80,000	80,000
<b>Expenditures - Total</b>	<b>20,733,038</b>	<b>21,497,902</b>	<b>22,742,222</b>	<b>22,742,222</b>
<b>Net Cost</b>	<b>574,829</b>	<b>(407,147)</b>	<b>2,706,248</b>	<b>2,706,248</b>

# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5125 – Wraparound Services (Fund 169)

### DEPARTMENT OVERVIEW

This budget unit is where the wraparound reinvestment funds are collected. Once funds are expended out of budget unit 5011, funds will be transferred accordingly. These funds are generated by sales tax known as Realignment 2011, which replaces State costs related to child welfare services.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	54-21	State Aid/Protective Services
Acct.	81-23	Operating Transfers/Out

#### Services & Supplies

None

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This budget was established in August of 2018.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 169 Function Welfare Assistance		Budget Unit 5125 - Wraparound Services Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-21 Protective Services	0	0	0	760,000
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**OTHER FINANCING SOURCES**

81-23 Out	0	0	0	(360,000)
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<b>Revenue - Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400,000</b>
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<b>Net Cost</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(400,000)</b>
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# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5164 – Housing Administration (Fund 90)

### DEPARTMENT OVERVIEW

This Budget includes operation of the Section 8 Housing low income rental subsidy program, and staffing/support for other Housing Budget Units 5165 and 5169.

This Budget Unit together with Budget Unit 5011 also funds the Department's participation in the Continuum of Care (CoC).

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 55-01	Federal Assistance Program/Public Assistance Admin – Federal funds for Section 8 administration fees, administrative fees for portability, Family Self Sufficiency funds and interest
Acct. 81-22	Operating Transfers/In – Transfer from Budget Unit 5011, based on time studies, county share funded by Realignment 1991

#### Services & Supplies

Acct. 23-80	Prof & Specialized Svcs – Contracted services for Section 8 Housing and CoC
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#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 90 Function Housing Admin		Budget Unit 5164 - Housing Admin Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	112	111	161	161
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**INTERGOVERNMENT REVENUES**

55-01 Public Assistance Admin	233,642	215,905	192,000	195,000
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**MISCELLANEOUS**

79-50 Revenue Applic Prior Year	21,803	0	0	0
79-90 Miscellaneous	15,376	14,122	500	500

**OTHER FINANCING SOURCES**

81-22 In	65,000	110,000	227,095	231,625
81-31 Residual Equity Transfer	19,170	0	0	0

<b>Revenue - Total</b>	<b>355,104</b>	<b>340,138</b>	<b>419,756</b>	<b>427,286</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	165,188	170,254	243,844	243,844
01-13 OT, Holiday, Stby	0	9	500	500
01-14 Other, Term	5,993	5,845	8,035	8,035
02-21 FICA	16,695	16,939	19,213	19,213
02-22 PERS	33,154	36,813	43,627	43,627
03-30 Health/Life	43,374	47,060	49,438	49,438
03-31 Unemployment	697	589	1,721	1,721
04-00 Worker's Compensation	1,713	1,826	1,751	1,751

**SERVICES AND SUPPLIES**

12-00 Communications	3,640	2,521	3,221	3,221
14-00 Household Expense	1,702	788	944	944
15-12 Public Liability	2,361	2,133	2,119	2,119
17-00 Maintenance-Equipment	1,009	1,876	2,050	2,050
18-00 Maint-Bldgs & Imprvmts	4,516	4,039	719	719
20-00 Memberships	318	318	1,200	1,200
22-70 Supplies	5,868	3,488	5,123	5,123
22-71 Postage	4,114	4,393	5,600	5,600
22-72 Books & Periodicals	672	692	850	850
23-80 Professional & Specialize	24,787	25,715	22,300	22,300
23-90 Administrative Services	602	6,838	5,361	5,361
24-00 Publications & Legal Ntcs	72	430	150	150
26-00 Rents & Leases-Bldg & Imp	17,541	11,299	14,735	14,735
27-00 Small Tools & Instruments	0	0	100	100
28-30 Supplies & Services	4,293	2,618	8,650	11,650
29-50 Transportation & Travel	3,405	3,353	4,200	4,200
30-00 Utilities	4,895	3,344	4,305	4,305
48-00 Taxes & Assessments	13	0	0	0

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(3,943)	(1,165)	(30,000)	(30,000)
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<b>Expenditures - Total</b>	<b>342,679</b>	<b>352,014</b>	<b>419,756</b>	<b>422,756</b>
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<b>Net Cost</b>	<b>(12,425)</b>	<b>11,875</b>	<b>0</b>	<b>(4,530)</b>
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# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5165 – HOME PI Housing Services (Fund 97)

### DEPARTMENT OVERVIEW

This Budget Unit consists of loan payment proceeds from First Time Home Buyer (FTHB) and Owner Occupied Rehabilitation (OOR) loans made out of HOME grants from previous years.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	80-97	Loans Interim Financing/Priv Sector Loan Rec – Required monthly loan payments, also potential to receive loan payoffs
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#### Services & Supplies

Acct.	57-03	Home/Rental Loans/Home Pgm Income Activity – Funds available for First Time Home-Buyer or Owner Occupied Rehab loans to low-income families in non-incorporated areas of Lake County
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#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The Budget Unit shows a decrease in fund balance carryover due to activity within the Budget Unit for payments made and loans created.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 97 Function Home-Housing Services		Budget Unit 5165 - Home-Housing Services Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	4,978	5,570	250	250
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**CHARGES FOR SERVICES**

69-20 Other	19	0	10	10
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**OTHER FINANCING SOURCES**

80-97 Priv Sector Loan Rec	136,983	105,771	4,153	4,153
81-22 In	0	0	109,586	109,586
<b>Revenue - Total</b>	<b>141,981</b>	<b>111,342</b>	<b>113,999</b>	<b>113,999</b>

**SERVICES AND SUPPLIES**

23-30 General Admin	3,658	4,740	25,500	25,500
23-31 CDBG Activity Delivery	0	40,701	97,520	97,520
23-90 Administrative Services	0	0	271	271
23-91 Intra-Div Services	0	0	30,000	30,000
57-03 Home Pgm Income Activity	0	205,436	506,869	506,869
<b>Expenditures - Total</b>	<b>3,658</b>	<b>250,877</b>	<b>660,160</b>	<b>660,160</b>

<b>Net Cost</b>	<b>(138,323)</b>	<b>139,536</b>	<b>546,161</b>	<b>546,161</b>
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# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5168 – Senior Citizen Program

### DEPARTMENT OVERVIEW

This Budget is used to appropriate funds to assist in supporting local senior centers and to provide Lake County matching funds to the Area Agency on Aging (AAA) of Lake and Mendocino Counties.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	53-38	State Admin Program/CCBC – County Services Block Grant (CSBG) funds claimed through Social Services
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#### Services & Supplies

Acct.	52-10	Other Charges/Contrib. to Non-Co Gov Agen – Contracts to support Lake County Senior Centers to Non-Co Government Agency and the AAA
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#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 5168 - Senior Citizens Program Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

53-38 CCBC	29,778	29,778	29,778	29,778
<b>Revenue - Total</b>	<b>29,778</b>	<b>29,778</b>	<b>29,778</b>	<b>29,778</b>

**SERVICES AND SUPPLIES**

52-10 Contib to Non-Co Gov Agen	105,517	105,517	105,517	105,517
<b>Expenditures - Total</b>	<b>105,517</b>	<b>105,517</b>	<b>105,517</b>	<b>105,517</b>
<b>Net Cost</b>	<b>75,739</b>	<b>75,739</b>	<b>75,739</b>	<b>75,739</b>

# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5169 – Housing-HOME New Grant (Fund 95)

### DEPARTMENT OVERVIEW

Subject to the availability of grant funding, this program provides both First Time Home Buyer (FTHB) and Owner Occupied Rehabilitation (OOR) loans to qualified low income households in unincorporated areas of Lake County. This Budget Unit has recently been inactive but this Budget Unit remains open for future use.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	54-90	State Aid/Other – Grant funding for First Time Home Buyer (FTHB) and Owner Occupied Rehabilitation (OOR) loans
Acct.	80-92	Loans Interim Financing/Interim Financing Rec/Pay – Funds used prior to reimbursement from grant
Acct.	80-93	Loans Interim Financing/Interim Financing Rec/Pay – Funds repaid after reimbursement from grant

#### Services & Supplies

Acct.	23-30	Prof & Specialized Svcs/General Admin – Reimburse Support from Department Administration
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#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 95 Function Housing/Home New Grant		Budget Unit 5169 - Housing/Home New Grant Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-90 Other	0	0	0	500,000
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**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	0	0	0	500,000
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<b>Revenue - Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
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**SERVICES AND SUPPLIES**

23-30 General Admin	0	0	0	25,000
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23-31 CDBG Activity Delivery	0	0	0	50,000
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42-11 Advances	0	0	0	500,000
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57-01 Owner-Occupied Rehab	0	0	0	425,000
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<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
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<b>Net Cost</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5281 – General Relief (Fund 169)

### DEPARTMENT OVERVIEW

This Budget Unit is comprised of the General Relief (GR) assistance payments.

Although no dollar amount is reflected, this budget reflects the continuation of the waiver for the CMSP participation fee for indigent health care.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 53-50	State Admin Program/Soc Svcs Realign Sls Tx – County share covered by Realignment 1991
Acct. 79-95	Other/SSI/SSP Refunds – Refunds of assistance payments for disabled individuals from SSI/SSP

#### Services & Supplies

Acct. 40-70	Child & Welfare/Support & Care of Persons – Assistance payments to indigent adults receiving General Relief
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#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 169 Function Welfare Assistance		Budget Unit 5281 - General Relief Activity Aid Programs		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

53-50 Soc Svcs Realign Sls Tx	0	0	45,000	45,000
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**MISCELLANEOUS**

79-95 SSI/SSP Refunds	11,081	3,853	5,000	5,000
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<b>Revenue - Total</b>	<b>11,081</b>	<b>3,853</b>	<b>50,000</b>	<b>50,000</b>
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**SERVICES AND SUPPLIES**

40-70 Support & Care of Persons	16,064	9,968	50,000	50,000
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<b>Expenditures - Total</b>	<b>16,064</b>	<b>9,968</b>	<b>50,000</b>	<b>50,000</b>
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<b>Net Cost</b>	<b>4,983</b>	<b>6,115</b>	<b>0</b>	<b>0</b>
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# DEPARTMENT OF SOCIAL SERVICES

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CRYSTAL MARKYTAN, Director



## BU 5282 – IHSS Public Authority Administration (Fund 161)

### DEPARTMENT OVERVIEW

The In Home Supportive Services (IHSS) Public Authority (PA) serves as the employer of record of IHSS providers, maintains a registry of screened providers and offers training to providers and recipients. The PA contracts with Social Services Budget Unit 5012 for staffing and Budget Unit 5011 for operations.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	53-01	State Assistance Program/Public Assistance Admin – State funds for staffing
Acct.	55-01	Federal Assist Program/Public Assistance Admin – Federal funds for staffing

#### Services & Supplies

Acct.	28-41	Special Departmental Exp/IHSS Public Authority – Staffing, services and supplies for IHSS Public Authority
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#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Although expected in FY2017-18, the IHSS MOE was not eliminated. There was a major reconfiguring with increased responsibility on the County. Reduction in State Public Assistance Admin will further increase burden on the County. Please refer to the Budget Unit 5121 for more detail regarding IHSS MOE.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 161 Function IHSS Public Authority		Budget Unit 5282 - IHSS Public Authority Activity Aid Programs		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

53-01 Public Assistance Admin	175,766	97,806	71,310	71,310
55-01 Public Assistance Admin	168,524	144,900	200,606	200,606

**MISCELLANEOUS**

79-85 Livescan	24,123	23,991	25,000	25,000
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**OTHER FINANCING SOURCES**

81-22 In	0	0	132,396	132,396
81-23 Out	(24,123)	(23,991)	(25,000)	(25,000)

<b>Revenue - Total</b>	<b>344,291</b>	<b>242,706</b>	<b>404,312</b>	<b>404,312</b>
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**SERVICES AND SUPPLIES**

28-41 Special Departmental Exp	344,291	242,706	404,312	404,312
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<b>Expenditures - Total</b>	<b>344,291</b>	<b>242,706</b>	<b>404,312</b>	<b>404,312</b>
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<b>Net Cost</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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# HEALTH SERVICES

DENISE POMEROY, Director



## BU 5321 – Veterans Services

### DEPARTMENT OVERVIEW

The County Veterans Service Office was established by the Lake County Board of Supervisors in 1946 to assist local veterans, their dependents and survivors in obtaining benefits from federal, state, and local agencies administering available programs. We provide advocacy to the county's almost 8,000 veterans and their dependents to assure they are able to obtain all of the entitlements/benefits these veterans have earned and deserve. In the last fiscal year, this office was responsible for generating approximately \$2.1 million in new benefits for local veterans. The Department of Veterans Affairs estimates they pay more than \$8 million in benefits to Lake County veterans and dependents annually, and much of this can be attributed directly to the collaborative efforts of this office.

#### PROGRAM OVERVIEW

- Provide comprehensive benefit counseling
- Preparation and submission of claims
- Follow-up on claims to assure final and fair decisions
- Initiation and development of appeals when appropriate
- Network with federal, state and local agencies to maximize benefits for clients
- Outreach to recently discharged veterans and dependents
- Network with county veterans service organizations to get current benefit information out to the veteran community

### ACCOMPLISHMENTS IN FY 2017-18

- Collaborated with the Dept. of Veterans Affairs Oakland Regional Office, and the California Department of Veterans Affairs to submit and process Fully Developed Claims electronically having a positive impact in the timeliness of their adjudication
- Reached the mark of enrollment of over 750 veterans and family members into the VA Healthcare Enrollment & CHAMPVA Programs within FY17/18
- Contacted over 3000 veterans and/or their families to re-open their claims for re-adjudication/increase of compensation for secondary conditions due to primaries
- Processed approximately 1445 new veterans claims
- In partnership with the local Superior Court, and other involved key agencies such as the District Attorney's Office, Public Defender's Office and Probation Department, worked towards the development of a Veteran's Treatment Court curriculum

# HEALTH SERVICES

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DENISE POMEROY, Director  
BU 5321 – Veterans Services

## GOALS IN FY 2018-19

- Continue improving customer satisfaction with management systems and support services to the community
- Increase Veteran satisfaction with health, education, training, counseling, financial, and burial benefits and services
- Maintain the high level of quality and accessibility of health care, benefits, and memorial services while optimizing value
- Raise readiness and outreach concerning services to continuously protect people and assets in time of crisis

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 54-50 State Aid/Veterans Affairs – State subvention per State Mil & Vet codes section 972, based on auditable workload, allocation for administration and mandated training. Veterans State Subvention for Medi-Cal Cost Avoidance, and Veterans License plates sales

### Services & Supplies

Acct. 23-90 Prof & Specialized Svcs/ Administrative Services – County A87 increased by 38.48% for a total of \$5,508. This causing an extraordinary request for account 29-50 which is mandatory training

Acct. 23-91 Prof & Specialized Svcs/ Intra-Div Services – Health Services decreased their administration charge by -\$2,000 in an attempt to offset the increase of A87.

Acct. 29-50 Transportation & Travel – Mandatory Training for county to receive subvention funding

### Capital Assets

None

### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Approximately 44% of the Veterans Services Office's funding is from the state subvention program and the remaining 56% comes from General Fund discretionary revenues. Veterans Treatment Court Pilot Project ended April 2018. This is a reduction in revenue for FY18/19.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 5321 - Veterans Services Activity Veterans Services		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**INTERGOVERNMENT REVENUES**

54-50 Veterans Affairs	143,632	147,288	114,000	114,000
<b>Revenue - Total</b>	<b>143,632</b>	<b>147,288</b>	<b>114,000</b>	<b>114,000</b>

**SALARIES AND BENEFITS**

01-11 Permanent	148,205	155,732	156,776	156,776
01-12 Extra Help	4,429	0	0	0
01-13 OT, Holiday, Stby	1,147	111	0	0
01-14 Other, Term	7,412	0	1,532	1,532
02-21 FICA	11,359	10,628	12,180	12,180
02-22 PERS	21,892	25,048	28,117	28,117
03-30 Health/Life	23,039	19,328	19,328	19,328
03-31 Unemployment	435	390	1,096	1,096
04-00 Worker's Compensation	833	566	1,638	1,638

**SERVICES AND SUPPLIES**

12-00 Communications	2,385	2,374	2,700	2,700
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	32	39	57	57
17-00 Maintenance-Equipment	0	0	300	300
20-00 Memberships	2,000	2,060	2,060	2,060
22-70 Supplies	2,313	2,268	2,520	2,520
22-71 Postage	1,063	968	1,200	1,200
22-72 Books & Periodicals	179	189	253	253
23-90 Administrative Services	9,631	8,803	14,300	14,300
23-91 Intra-Div Services	4,000	4,000	2,000	2,000
28-30 Supplies & Services	1,192	1,188	800	800
29-50 Transportation & Travel	6,892	5,064	4,655	4,655
29-51 Cent. Gar.-Pool Mlg ONLY	551	1,347	1,339	1,339
30-00 Utilities	4,173	4,683	4,500	4,500
38-00 Inventory Items	1,942	0	0	0

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(401)	0	0	0
<b>Expenditures - Total</b>	<b>257,064</b>	<b>246,918</b>	<b>259,470</b>	<b>259,470</b>

<b>Net Cost</b>	<b>113,432</b>	<b>99,630</b>	<b>145,470</b>	<b>145,470</b>
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# LIBRARY

CHRISTOPHER VEACH, County Librarian



## BU 6022 – Library (Fund 125)

### DEPARTMENT OVERVIEW

This budget unit provides library services for County residents and visitors of all ages through four libraries located in Lakeport, Clearlake, Middletown, and Upper Lake. These services include loaning books and materials to residents, programs and events for children, teens, and adults that promote life-long learning and literacy, internet access through free wifi and public computers, reference assistance, digital resources, and the adult literacy program.

The library is primarily funded with a dedicated property tax approved by the voters in 1974. Property taxes make up over 90% of all revenue. A small portion of revenue (3.5%) is provided by library fines, fees, and charges for printing, copying, and room rent. The Adult Literacy Program is funded partially by a state grant through the California Library Literacy Services Act.

Appropriations in this budget unit pay the benefits and salary of library staff and provide funds for maintenance of library buildings and library infrastructure. This budget unit also includes funding for library materials to loan to the public as well as digital resources.

### ACCOMPLISHMENTS IN FY 2017-18

- Checked out 137,481 library materials (digital and print) from July 2017 to March 2018. Increased circulation of books in our New Arrivals collection by 17% compared to previous period.
- Facilitated 19,720 sessions on public computer from July 2017 to March 2018 as well as updated all public computers to better utilize the high speed connection upgraded in previous year.
- Conducted 110 programs for adults and 266 programs for children with a combined attendance of 8,373 from July 2017 to March 2018. Increased events presented at branches outside of Lakeport by working with community partners.
- Made facility and collection improvements at all branches to make all library branches more inviting.

### GOALS IN FY 2018-19

- Expand programs for youth at branches outside of Lakeport by establishing a weekly Storytime at Upper Lake Library, a Lego Club at Middletown Library, and an additional afternoon Storytime at Redbud Library.
- Increase participation in the Summer Reading Program by 10% compared to previous year.
- Replace all staff computers and upgrade to Windows 10 to increase productivity.
- Increase access to physical and digital library collections through additional outreach and purchase of display furnishings.



# LIBRARY

CHRISTOPHER VEACH, County Librarian  
BU 6022 – Library

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	10-10	Property Taxes/Current Secured – Dedicated Property Tax
Acct.	54-90	State Aid/Other – State Grant (California Library Literacy Services)
Acct.	69-01	Other Current Services/Library – Library Fines and Fees

### Services & Supplies

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Acct.	23-80	Prof & Specialized Svcs – Integrated Library System Automation services, delivery contract expense, and Information Technology
Acct.	23-90	Prof & Specialized Svcs/ Administrative Services – Countywide Cost Allocation Plan
Acct.	28-30	Special Departmental Exp/Supplies & Services – Library Materials: Books, Periodicals, eBooks, Audiobooks, DVDs, and streaming digital content.

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The increase in appropriations for staff salaries in account 1.11 and 1.12 reflects wage increases due to the California Minimum Wage increasing on January 1, 2019 to \$12 an hour.

The significant decrease in appropriations in account 12.00 for communications is due to reimbursements from the Universal Service Company E-RATE Program from the prior year being applied to this year.

The decrease in appropriations for maintenance in account 18.00 is because no large maintenance projects are scheduled for this fiscal year.

The increase in account 23.90 is due to the administrative costs dictated by the Countywide Cost Allocation plan for the library increasing significantly from the previous year. A contribution from the General Fund and from geothermal royalties is requested to offset this cost.

The amount of appropriations in account 28.30 for materials for the library collection has remained level from the prior year despite the need for increased spending, is due to limited revenue. It's a long term goal of the Library is to increase spending on library material in order to replace 5% of library materials every year to keep the library collection up-to-date and useful to the public.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 125 Function Library		Budget Unit 6022 - Library Activity Library Services		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10	Current Secured	743,859	777,050	759,269	759,269
10-20	Current Unsecured	16,984	17,274	17,453	17,453
10-25	Supp 813-Current	2,959	11,300	4,060	4,060
10-35	Supp 813-Prior	1,390	1,435	1,564	1,564
10-40	Prior Unsecured	594	570	665	665
10-70	Timber Yield	1,336	59	223	223

**FINES, FORFEIT, PENALTIES**

31-95	Penalties & Cost on Delq	30	17	31	31
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**USE OF MONEY & PROPERTY**

42-01	Interest	2,001	1,810	2,093	2,093
42-10	Rents & Concessions	10,476	11,814	10,575	10,575

**INTERGOVERNMENT REVENUES**

54-60	HOPTR	9,366	8,972	8,726	8,726
54-70	Disaster Rev Loss Backfil	37,891	0	0	0
54-90	Other	29,004	11,004	29,004	41,004
54-98	Library	0	25,890	0	0
56-01	Other	5,500	32,847	5,700	5,700

**CHARGES FOR SERVICES**

69-01	Library	20,668	20,271	19,734	19,734
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**MISCELLANEOUS**

79-90	Miscellaneous	16,785	12,990	0	0
79-99	Donations	11,470	6,446	7,000	7,000

**OTHER FINANCING SOURCES**

81-22	In	104,989	14,281	50,000	63,618
<b>Revenue - Total</b>		<b>1,015,301</b>	<b>954,029</b>	<b>916,097</b>	<b>941,715</b>

**SALARIES AND BENEFITS**

01-11	Permanent	350,278	338,936	354,969	354,969
01-12	Extra Help	51,022	64,711	93,139	93,139
01-13	O/T Holiday	7	31	0	0
01-14	Other, Term	126	1,645	0	0
02-21	FICA	26,880	26,602	29,716	29,716
02-22	PERS	51,774	54,537	63,046	63,046
03-30	Health/Life	77,044	81,385	86,601	86,601
03-31	Unemployment	1,111	1,101	3,137	3,137
03-32	Opt Out	2,400	533	0	0
04-00	Worker's Compensation	8,145	1,817	1,350	1,350

**SERVICES AND SUPPLIES**

12-00	Communications	24,633	73,316	21,392	21,392
14-00	Household Expense	17,498	26,412	26,565	26,565
15-12	Public Liability	7,859	6,916	2,615	2,615
15-13	Fire & Allied Cvrsgs	4,039	4,746	16,035	14,867
17-00	Maintenance-Equipment	3,138	2,512	2,894	2,894
18-00	Maint-Bldgs & Imprvmnts	139,207	92,344	24,320	24,320
20-00	Memberships	3,757	2,703	3,517	3,717
22-70	Supplies	8,572	12,021	10,930	11,930

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 125 Function Library		Budget Unit 6022 - Library Activity Library Services			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
22-71	Postage	1,117	1,341	1,369	1,369
23-80	Professional & Specialize	93,136	80,382	98,553	98,553
23-90	Administrative Services	140,663	0	78,696	78,696
24-00	Publications & Legal Ntcs	0	0	150	150
26-00	Rents & Leases-Bldg & Imp	486	1	1	1
28-30	Supplies & Services	16,097	40,638	45,119	57,119
29-50	Transportation & Travel	165	372	800	800
30-00	Utilities	57,034	62,108	62,439	62,439
38-00	Inventory Items	2,909	34,602	23,260	23,260
48-00	Taxes & Assessments	193	210	210	210
55-51	Literacy Grant	812	227	1,860	1,860
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(70,000)	(15,000)	(28,618)	(15,000)
Expenditures - Total		1,020,103	997,147	1,024,065	1,049,715
Net Cost		4,802	43,118	107,968	108,000

# LIBRARY

CHRISTOPHER VEACH, County Librarian



## BU 6023 – Library Improvements (Fund 71)

### DEPARTMENT OVERVIEW

This budget supports needed improvements to the library collection and enhancements for library programming and is funded entirely by public donations from individual donors and community groups like the Friends of the Lake County Library and the Friends of Middletown Library.

### ACCOMPLISHMENTS IN FY 2017-18

- Purchased books, audiobooks, and DVDs for children and adults to improve the library collection.
- Purchased supplies to enhance library programming for children.

### GOALS IN FY 2018-19

- Continue to purchase library materials to improve the library collection.
- Continue to purchase supplies to support library programs.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 79-99 Other/Donations – Donations from the public

#### Services & Supplies

Acct. 28-30 Special Departmental Exp/Supplies & Services – Materials: Books, Audiobooks, and DVDs

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 71 Function Library Improvements		Budget Unit 6023 - Library Improvements Activity Library Services		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	513	431	0	0
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**MISCELLANEOUS**

79-99 Donations	16,140	35,370	20,000	20,000
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<b>Revenue - Total</b>	<b>16,653</b>	<b>35,802</b>	<b>20,000</b>	<b>20,000</b>
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**SERVICES AND SUPPLIES**

28-30 Supplies & Services	27,194	39,488	33,939	41,313
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<b>Expenditures - Total</b>	<b>27,194</b>	<b>39,488</b>	<b>33,939</b>	<b>41,313</b>
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<b>Net Cost</b>	<b>10,542</b>	<b>3,687</b>	<b>13,939</b>	<b>21,313</b>
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# UC COOPERATIVE EXTENSION

RACHEL ELKINS, Director



## BU 6131 – UC Cooperative Extension

### DEPARTMENT OVERVIEW

The University of California Cooperative Extension (UCCE) is the public outreach arm of the UC Division of Agriculture and Natural Resources (UCANR). Its academic Advisors and Specialists develop and extend research-based information to local agencies, industries and the public. UCANR is the only locally-based agency with the sole mission of sustaining a vital economy, environment and community by developing and providing information on management practices pertaining to agriculture, home horticulture, natural resources, youth development and consumer sciences.

UCCE programs operate through a partnership of county government and UCANR, with support from the USDA and external funding sources. Backed by the resources of the entire UC system, our educational programs use applied research to solve community problems. We conduct research and educational programs in cooperation with local clientele; consult with individuals and organizations on a variety of topics through meetings, phone contacts, and in-person visits; create and produce outreach materials, including newsletters, leaflets, and digital media and social mass media; and conduct informational seminars and workshops. Our website is <http://celake.ucanr.edu> and our email is [celake@ucanr.edu](mailto:celake@ucanr.edu).

County funding for UCCE is provided 100% through the General Fund. The County of Lake's generous support leverages nearly a 5:1 dollar ratio. The salaries of all UC academic advisors assigned to Lake County are fully paid by UC. UCANR and County of Lake each cover 50% of our Lake County 4-H Representative salary. The County of Lake has also provided full support of the 40% FTE (2 days per week) for the UC-paid Master Gardener Program Coordinator.

### ACCOMPLISHMENTS IN FY 2017-18

- Forestry & Wildlands Ecology (Greg Giusti, Emeritus since July 1, 2018): 1) Completed and distributed an economic profile demonstrating the economic value of recreational and competitive fishing on Clear Lake; 2) Continues to provide leadership in the on-going challenge of recovery from the Valley, Clayton, Redwood, and Tubbs Fires.
- Pomology (Rachel Elkins): Continued to develop and evaluate effective programs for pear and walnut economic pests, and innovative pear farming systems to improve efficiency, including rootstocks and training. Increased emphasis has been on improving irrigation and water use efficiencies and mechanization to mitigate reduced labor availability.
- Master Gardener (Rachel Elkins and Gabriele O'Neill): Successfully addressed hundreds of drought and fire related questions by community members challenged with rebuilding their lives following the Valley and Clayton fires. Collaborated with public agencies, and community and tribal groups focused on developing healthy lifestyles and sustainable gardening practices.

# UC COOPERATIVE EXTENSION

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RACHEL ELKINS, Director

BU 6131 – UC Cooperative Extension

- 4-H Youth Development (CarMun Kok and Julie Frazell): Developed relationships with multiple UC, school district, public agency and community partners to establish organizational structures and programs, e.g. Lake County Food Action Network, Agriculture and Natural Resource Day, Teens as Teachers, 4-H Summer Camp, school nutrition and gardening curriculum.
- Winegrowing and Plant Sciences (Glenn McGourty): Developed and distributed improved control strategies for the insect pest Virginia Creeper Leaf Hopper, including improved spray application timing. Continued educational efforts to improve water use efficiency. Convened the annual Lake-Mendocino IPM Workshop.
- Livestock & Natural Resources (John Harper): Conducted sheep shearing school and wool grading classes for producers.
- Cross-County positions also include Area Integrated Pest Management based in Sonoma County.

## GOALS IN FY 2018-19

- Forestry & Wildlands Ecology- Advisor Greg Giusti retired July 1, 2017. Recruitment for this position is in process.
- Pomology: Continues to focus on updating commercial practices to reduce labor needs and costs, provide added revenue to growers, and enhance sustainability of fruit and nut crops except wine grapes.
- Master Gardener: As well as ongoing research-based home horticultural advice, provide leadership on developing drought- and fire-resistant landscapes and utilizing gardening to promote healthy lifestyles.
- 4-H Youth Development: Develop and implement programs to address the needs of youth in Lake County through networking and science-based research.
- Winegrowing and Plant Sciences: Develop pragmatic, sustainable strategies to address emerging pest and management challenges.
- Livestock & Natural Resources: Continue to reinvigorate and sustain the range livestock industry and associated resources.

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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None

### Services & Supplies

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Acct. 23-80	Prof & Specialized Svcs – Support for 4-H Youth Development Program Representative and Master Gardener Coordinator
Acct. 29-51	Transportation & Travel/Cent. Gar. – Operate and maintain three permanently assigned vehicles and daily vehicle rental as needed.

### Capital Assets

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None

### Contingencies

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None

# UC COOPERATIVE EXTENSION

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RACHEL ELKINS, Director  
BU 6131 – UC Cooperative Extension

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Increase in salary for Julie Frazell, 4-H Youth Development Program Representative due to annual merit.

Cannon ImageClass LBP654Cdw printer. Replace aged out and failing printer used by all departmental staff to print numerous educational publications requiring color, and numerous, continuing correspondence and other documents for 4-H, Master Gardener, and Pomology programs, and administrative documents. These offices do not have individual printers.

Bali Vertical Blinds. The existing blinds were installed many years ago and are no longer able to be cleaned adequately, are unsightly, and are actually unsanitary.

In FY 17-18 the County-paid Office Assistant-Extra Help position was requested but was not approved due to fiscal restraints. UCCE requests this position to be reinstated in FY 18-19 as it is vital support for agricultural advisor programs.

The Agricultural Programs Associate was requested in FY 16-17 at \$40,067 but was not approved. Due to the County's ongoing fiscal restraints, UCCE is opting not to again fill the vacant position but requests the position continues to be identified as "vacant". Mendocino County has a parallel position that serves cross-county programs in that county, which also assists the Lake County-based Pomology Advisor when needed.



Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 6131 - UC Cooperative Extension Activity Agricultural Education		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**MISCELLANEOUS**

79-90 Miscellaneous	0	5,619	7,028	7,028
<b>Revenue - Total</b>	<b>0</b>	<b>5,619</b>	<b>7,028</b>	<b>7,028</b>

**SALARIES AND BENEFITS**

01-11 Permanent	68,522	77,474	79,255	79,255
01-12 Extra Help	11,940	142	0	500
02-21 FICA	5,423	5,724	6,063	6,063
02-22 PERS	10,137	12,474	14,076	14,076
03-30 Health/Life	17,424	19,291	19,291	19,291
03-31 Unemployment	224	222	555	555
04-00 Worker's Compensation	390	344	338	338

**SERVICES AND SUPPLIES**

10-00 Agricultural	5	23	80	80
11-00 Clothing & Personal Suppl	26	0	75	75
12-00 Communications	2,956	3,319	4,000	3,500
14-00 Household Expense	0	51	50	50
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrgrs	127	145	235	235
17-00 Maintenance-Equipment	333	565	700	700
19-40 Medical Supplies	28	0	50	50
22-70 Supplies	7,050	7,078	7,371	7,371
22-71 Postage	599	567	600	600
22-72 Books & Periodicals	147	0	250	250
23-80 Professional & Specialize	53,200	54,200	55,200	55,200
27-00 Small Tools & Instruments	39	76	100	100
28-30 Supplies & Services	190	0	250	250
28-38 Agricultural Research	684	317	700	700
29-50 Transportation & Travel	0	224	300	300
29-51 Cent. Gar.-Pool Mlg ONLY	14,329	12,486	15,928	15,928
38-00 Inventory Items	0	0	7,028	7,028
<b>Expenditures - Total</b>	<b>196,135</b>	<b>196,854</b>	<b>214,614</b>	<b>214,614</b>

<b>Net Cost</b>	<b>196,135</b>	<b>191,235</b>	<b>207,586</b>	<b>207,586</b>
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# PUBLIC SERVICES

LARS EWING, Director



## BU 7011 – Parks and Recreation

### DEPARTMENT OVERVIEW

The Parks and Recreation Division is responsible for 27 county parks which include amenities such as eleven playgrounds, nine boat docks, five baseball/softball fields, seven boat launch ramps, four dog parks, one skate park, one basketball court, two tennis courts, one public swimming pool, and numerous trail systems for hiking located both within and outside of county parks. Additionally, the division provides grounds maintenance services for the Gibson Museum, Lower Lake School House Museum, the Lakeport Courthouse Museum, and the main County Courthouse grounds.

The Konocti Regional Trails (KRT) is a network of community pathways, land and water trails on and around Clear Lake that highlight the region's outstanding scenic beauty, diverse wildlife, natural landscapes, and cultural history. Its mission is to enhance the visitor experience by providing an opportunity for recreation and appreciation of these unique assets, and promote community health and economic vitality throughout the region.

### ACCOMPLISHMENTS IN FY 2017-18

- Completed obstacle course at dog park at Hammond Ave and Lakeside County Parks
- The reopening of Trailside Park
- Implementation of two area supervisors through promotional recruitment
- The parks division has provided beautiful spaces for over 125 permitted events; such as birthday parties, organized hikes, baby showers, family reunions, meeting space, the Special Olympics Polar Plunge, weddings/receptions, and much more.

### GOALS IN FY 2018-19

- Complete interpretive trail at Hammond Park through a Habitat Conservation Fund match grant.
- Adopt a Master Management Plan to expand the trails network on Mt. Konocti for hikers as well as equestrian and mountain bike users.
- Construction and completion of the Lower Lake Maintenance Shop that was destroyed in the Clayton Fire.

# PUBLIC SERVICES

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LARS EWING, Director  
BU 7011 – Parks and Recreation

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	10-91	Other Taxes/Transient Occupancy – Transient Occupancy Tax
Acct.	42-10	Rents & Concessions – Mt. Konocti Tower Leases

### Services & Supplies

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Acct.	18-00	Maintenance/Buildings & Improvements – Maintenance responsibilities for all county parks and grounds at three county museums and courthouse.
Acct.	23-80	Professional & Specialized Svcs – Used for arboriculture services at parks, pavement repair and preservation, water master services, and other professional services needed when in-house labor is not an option.

### Capital Assets

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Acct.	61-60	Buildings & Improvements/Current – Restroom for Rodman Slough Park and Hammond Ave. Trail project
Acct.	62-72	Equipment/Autos & Light Trucks – Two replacement vehicles for parks maintenance workers
Acct.	63-13	Construction in Progress/Buildings & Improvements – Lower Lake Maintenance building

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 7011 - Parks & Recreation Activity Recreation Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-91 Transient Occupancy	42,641	57,836	59,342	59,342
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**USE OF MONEY & PROPERTY**

42-10 Rents & Concessions	183,518	283,778	227,044	227,044
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	61	0	0
54-90 Other	0	0	50,000	50,000
55-40 Disaster Relief	0	245	0	0

**CHARGES FOR SERVICES**

69-02 Park and Recreation Fees	9,536	16,664	10,500	10,500
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**MISCELLANEOUS**

79-60 Sale of Fixed Assets	800	6,500	0	0
79-73 Other	0	0	56,000	56,000
79-90 Miscellaneous	215	61	0	0
79-91 Cancelled Checks	0	541	0	0
79-93 Insurance Proceeds	375,636	61,235	552,000	552,000

**OTHER FINANCING SOURCES**

81-22 In	483,548	440,000	400,000	400,000
81-23 Out	0	(242,434)	0	0

<b>Revenue - Total</b>	<b>1,095,894</b>	<b>624,487</b>	<b>1,354,886</b>	<b>1,354,886</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	509,487	453,426	483,256	483,256
01-12 Extra Help	97,188	107,183	95,217	95,217
01-13 OT, Holiday, Stby	972	507	5,000	5,000
01-14 Other, Term	13,579	7,118	5,000	5,000
02-21 FICA	44,257	39,465	39,801	39,801
02-22 PERS	82,149	78,952	86,274	86,274
03-30 Health/Life	102,517	95,954	98,853	98,853
03-31 Unemployment	1,588	1,584	3,623	3,623
04-00 Worker's Compensation	275,277	243,728	212,804	212,804

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	9,096	9,735	10,000	10,000
12-00 Communications	5,214	4,182	8,000	8,000
14-00 Household Expense	16,948	10,176	15,000	15,000
15-12 Public Liability	38,655	12,421	7,504	7,504
15-13 Fire & Allied Cvrsgs	2,268	2,900	3,225	3,225
17-00 Maintenance-Equipment	16,364	19,753	30,000	30,000
18-00 Maint-Bldgs & Imprvmts	156,821	115,470	176,600	176,600
19-40 Medical Supplies	1,458	10	2,000	2,000
20-00 Memberships	0	309	170	170
22-70 Supplies	1,865	1,993	2,500	2,500
22-71 Postage	211	73	500	500
23-80 Professional & Specialize	129,345	205,937	212,857	212,857
23-91 Intra-Div Services	20,000	31,265	31,265	31,265
24-00 Publications & Legal Ntcs	178	140	1,500	1,500
25-00 Rents & Leases-Equipment	2,261	5,193	7,500	7,500
26-00 Rents & Leases-Bldg & Imp	16,620	18,665	22,000	22,000

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 1 Function General County		Budget Unit 7011 - Parks & Recreation Activity Recreation Facilities			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
27-00	Small Tools & Instruments	58,981	7,027	7,000	7,000
28-30	Supplies & Services	8,309	8,761	7,750	7,750
29-50	Transportation & Travel	27,355	20,904	30,000	30,000
29-51	Cent. Gar.-Pool Mlg ONLY	37,741	41,850	40,000	40,000
30-00	Utilities	169,372	157,758	180,000	180,000
38-00	Inventory Items	53,972	6,186	15,200	15,200
48-00	Taxes & Assessments	1,009	1,050	1,700	1,700
55-03	Pathway Project	53,839	726	149,918	149,817
<b>CAPITALIZED ASSETS</b>					
60-00	Cap. Fixed Asset-Land	5,389	0	0	0
61-60	Current	0	0	148,000	146,085
61-69	Prior	26,687	0	0	0
62-72	Autos & Light Trucks	26,880	0	52,000	53,915
62-74	Other	0	39,993	0	0
<b>CONSTRUCTION IN PROGRESS</b>					
63-12	Park Improvements	291,427	33,752	0	0
63-13	Buildings & Improvements	0	5,330	600,000	600,000
<b>OTHER FINANCING USES</b>					
80-80	Interfund Reimbursements	(29,983)	(31,993)	(51,681)	(51,681)
<b>Expenditures - Total</b>		<b>2,275,298</b>	<b>1,757,482</b>	<b>2,740,336</b>	<b>2,740,235</b>
<b>Net Cost</b>		<b>1,179,403</b>	<b>1,132,995</b>	<b>1,385,450</b>	<b>1,385,349</b>

# PUBLIC SERVICES

LARS EWING, Director



## BU 7073 – Park Development-Quimby (Fund 73)

### DEPARTMENT OVERVIEW

Quimby fees are collected on residential subdivisions in order to ensure sufficient open recreational land and facilities are adequate for the area in which the subdivision occurs. Quimby fees are used for the development of new parks or the rehabilitation or improvement of existing parks; however these fees cannot be used to pay operating or maintenance expenses for existing parks.

### ACCOMPLISHMENTS IN FY 2017-18

- Initiated fencing improvements at Kelseyville Community Park.
- Collected \$6,786.00 in Quimby fees for future improvements.

### GOALS IN FY 2018-19

- Develop strategic parks area plans for parks, recreation, and open space improvements.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct.	42-01	Revenue from Use of Money/Interest – Interest earned on fund balance
Acct.	66-11	Charges for Services/Subdivision Insp Fees – Quimby funds are generated by Ordinance 2745

#### Services & Supplies

None

#### Capital Assets

Acct.	61-60	Buildings & Improvements/Current – Park improvements
Acct.	61-69	Buildings & Improvements/Prior Year – Park improvements

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 73 Function Park Development Quimby		Budget Unit 7073 - Park Development-Quimby Activity Recreation Facilities		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	1,210	1,019	800	800
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**CHARGES FOR SERVICES**

66-11 Subdivision Insp Fees	27,144	30,497	10,179	10,179
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<b>Revenue - Total</b>	<b>28,354</b>	<b>31,516</b>	<b>10,979</b>	<b>10,979</b>
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**SERVICES AND SUPPLIES**

23-90 Administrative Services	0	57	104	104
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23-91 Intra-Div Services	0	0	25,000	25,000
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**CAPITALIZED ASSETS**

61-60 Current	0	1,038	10,179	23,221
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61-69 Prior	2,949	27,418	120,840	84,766
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**CONSTRUCTION IN PROGRESS**

63-12 Park Improvements	0	0	0	5,088
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<b>Expenditures - Total</b>	<b>2,949</b>	<b>28,513</b>	<b>156,123</b>	<b>138,179</b>
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<b>Net Cost</b>	<b>(25,405)</b>	<b>(3,004)</b>	<b>145,144</b>	<b>127,200</b>
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# PUBLIC SERVICES

LARS EWING, Director



## BU 7201 – County Museums

### DEPARTMENT OVERVIEW

The Lake County Museums receive many artifacts of local and national importance; the museums serve as stewards of Lake County's cultural resources and educators for Lake County's future. Each of the three Museum sites holds a great deal of historical and cultural significance to Lake County. Through the interpretation of these sites and the many artifacts that are saved within their walls, the residents, students and visitors can learn about the unique and interesting history of the region. Display and proper preservation is vital to the longevity of the artifacts so that many generations can enjoy viewing and learning about the history of Lake County for generations to come.

The Lake County museums system continues to expand and provide valuable services to both county citizens and visitors. In 2017, 3300 individuals visited the three museums numerous kindergarten through 12th grade students attended a scheduled tour. These are the two most important services a museum can provide: a point of interest and information for tourists, and a place of education for local schoolchildren.

### ACCOMPLISHMENTS IN FY 2017-18

- Hired new Museum Curator
- Active internships have increased productivity & 2 BA graduate interns have become Extra Help museum staff. Additionally a college intern is volunteering.
- Established the Tribal Advisory Council to improve interpretation and preservation of Pomo objects.
- Increased public outreach including tours for over 1300 K-8 students and hosted 2 day Archeology event for 120 students. Strong presence at Native American Empowerment Day at Yuba City College.

### GOALS IN FY 2018-19

- Open major exhibit at all three museums entitled: The Way We Played-Sports and Recreation History.
- Facilitate, with grants and donations, the creation of a bronze sculpture of a Pomo native in Lakeport.
- Increase public and school educational programs with increased staffing (funding necessary).



# PUBLIC SERVICES

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LARS EWING, Director  
BU 7201 – County Museums

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 42-10 Rents & Concessions – Room rental

### Services & Supplies

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Acct. 28-30 Special Departmental Exp/Supplies & Services – Exhibit improvements, artifact storage, & new exhibits

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The Assistant Curator position is currently frozen, and the department is unable to fund this position with the allocated general purposes allowance without excessively severe cuts to services and supplies. However, the importance of this position cannot be understated given the 50% growth in county museums with the addition of the Gibson museum.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 7201 - Museum Activity Cultural Services		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-10 Rents & Concessions	1,375	1,440	1,400	1,400
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**CHARGES FOR SERVICES**

69-20 Other	38	2	20	20
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<b>Revenue - Total</b>	<b>1,413</b>	<b>1,442</b>	<b>1,420</b>	<b>1,420</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	56,988	37,154	44,547	44,547
01-12 Extra Help	58,985	72,947	77,699	77,699
01-13 OT, Holiday, Stby	0	108	2,000	2,000
01-14 Other, Term	1,565	813	0	0
02-21 FICA	6,119	5,418	5,356	5,356
02-22 PERS	8,532	7,731	7,912	7,912
03-30 Health/Life	5,390	5,905	9,643	9,643
03-31 Unemployment	292	356	808	808
04-00 Worker's Compensation	1,614	1,186	598	598

**SERVICES AND SUPPLIES**

12-00 Communications	3,608	3,762	6,000	6,000
14-00 Household Expense	588	173	1,000	1,000
15-12 Public Liability	11,806	10,852	2,162	2,162
15-13 Fire & Allied Cvrsg	1,299	1,445	1,583	1,583
17-00 Maintenance-Equipment	0	0	800	800
18-00 Maint-Bldgs & Imprvmts	1,780	14,408	0	0
20-00 Memberships	150	368	564	564
22-70 Supplies	1,956	2,751	3,500	3,500
22-71 Postage	34	48	200	200
22-72 Books & Periodicals	142	226	900	900
23-80 Professional & Specialize	3,930	3,723	2,000	2,000
23-91 Intra-Div Services	4,500	4,810	4,783	4,783
28-30 Supplies & Services	3,274	7,110	4,600	4,600
29-50 Transportation & Travel	618	1,811	3,500	3,600
29-51 Cent. Gar.-Pool Mlg ONLY	0	0	0	100
38-00 Inventory Items	0	4,664	2,600	2,600
48-00 Taxes & Assessments	5	6	7	7

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(470)	0	0	0
80-81 Intrafund Reimbursements	(10,000)	0	0	0

<b>Expenditures - Total</b>	<b>162,704</b>	<b>187,777</b>	<b>182,762</b>	<b>182,962</b>
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<b>Net Cost</b>	<b>161,291</b>	<b>186,335</b>	<b>181,342</b>	<b>181,542</b>
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# PUBLIC SERVICES

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LARS EWING, Director



## BU 7202 – Museum Improvements (Fund 70)

### DEPARTMENT OVERVIEW

The Lake County Museum Fund was created as a repository for monies that were solely earmarked for improving museum exhibits and displays.

### ACCOMPLISHMENTS IN FY 2017-18

- Accessioned over 1000 photos, objects, books and ephemera into Past Perfect Museum Database.
- Created 2 successful exhibits including the very popular Some Gave All saluting County law enforcement. Opened a new exhibit at the newly acquired Gibson Museum.

### GOALS IN FY 2018-19

- Improve the museum collection management system and processing of new artifacts.
- Add storage facility to properly store and preserve artifacts.
- Purchase new display cases to better present artifacts.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 79-99 Other/Donations – Donations from museum visitors

#### Services & Supplies

Acct. 28-30 Special Departmental Exp/Supplies & Services – Preserve and showcase valuable artifacts and exhibits

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 70 Function Museum Improvements		Budget Unit 7202 - Museum Improvements Activity Cultural Services		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	120	125	100	100
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**MISCELLANEOUS**

79-99 Donations	6,090	5,776	5,000	5,000
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<b>Revenue - Total</b>	<b>6,210</b>	<b>5,901</b>	<b>5,100</b>	<b>5,100</b>
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**SERVICES AND SUPPLIES**

23-90 Administrative Services	0	196	0	0
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28-30 Supplies & Services	6,015	2,607	21,611	21,611
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<b>Expenditures - Total</b>	<b>6,015</b>	<b>2,803</b>	<b>21,611</b>	<b>21,611</b>
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<b>Net Cost</b>	<b>(195)</b>	<b>(3,099)</b>	<b>16,511</b>	<b>16,511</b>
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# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer



## BU 7999 – Contingencies

### DEPARTMENT OVERVIEW

This budget unit serves as the contingency fund for all General Fund budgets.

The source of funding for this budget unit is one-time General Fund discretionary revenues carried over from prior fiscal years.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

None

#### Services & Supplies

None

#### Capital Assets

None

#### Contingencies

Acct.	90-91	Approp for Contingencies/Contingencies – Funds to cover unanticipated expenses for all General Fund budget units
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### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 1 Function General County		Budget Unit 7999 - Contingencies Activity Contingencies		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

## OTHER FINANCING USES

90-91 Contingencies	0	0	1,000,000	1,000,000
<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>
<b>Net Cost</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>	<b>1,000,000</b>

# WATER RESOURCES

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DAVID COWAN, Director



## BU 8101 – Flood Zone #1 Adobe Creek and Highland Springs (Fund 201)

### DEPARTMENT OVERVIEW

Flood Control Zone 1 was formed to provide funding for operation and maintenance of Highland Springs Dam, Adobe Creek Dam, Adobe Creek and its watershed and approximately 22.5 miles of fire roads. The budget reimburses the Water Resources Department for engineering and design services, groundwater planning, watershed management and public information activities that benefit the zone.

### ACCOMPLISHMENTS IN FY 2017-18

- Contracted with Northern California Indian Development Corporation to remove brush by the spillways at both Adobe Creek and Highlands Springs reservoirs.
- Replaced valve in the dam
- Applied for Statewide Flood Emergency Response grant to improve safety and community awareness

### GOALS IN FY 2018-19

- Continue maintenance at Adobe Creek and Highland Springs reservoirs
- Continue vegetation control at the dam
- Continue to work on necessary improvements in the dam inspection report
- Maintenance in creek channel and bank repair

# WATER RESOURCES

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DAVID COWAN, Director

BU 8101 – Flood Zone #1 Adobe Creek and Highland Springs

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

---

Acct. 10-10 Property Taxes/Current Secured – Secured property taxes

### Services & Supplies

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Acct. 18-00 Maint/Bldgs & Imprvmnts – Creek channel maintenance and bank repairs

Acct. 23-80 Prof & Specialized Svcs/Prof & Spec – Department of Water Resources dam fees

Acct. 23-91 Prof & Specialized Svcs/Intra-Div Svcs – Staff support to BU 8107

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 201 Function Flood-Zone #1		Budget Unit 8101 - Flood-Zone #1 Activity Watershed		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	24,444	25,197	26,650	26,650
10-20 Current Unsecured	550	553	550	550
10-25 Supp 813-Current	90	361	15	15
10-35 Supp 813-Prior	42	43	40	40
10-40 Prior Unsecured	19	18	15	15

**USE OF MONEY & PROPERTY**

42-01 Interest	345	363	300	300
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	303	287	300	300
54-70 Disaster Rev Loss Backfil	1,199	0	0	0

<b>Revenue - Total</b>	<b>26,991</b>	<b>26,822</b>	<b>27,870</b>	<b>27,870</b>
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**SERVICES AND SUPPLIES**

18-00 Maint-Bldgs & Imprvmts	154	9,277	15,227	15,227
23-80 Professional & Specialize	17,098	23,067	28,500	28,500
23-90 Administrative Services	0	1,116	4,000	4,000
23-91 Intra-Div Services	2,259	6,736	4,819	4,819
48-00 Taxes & Assessments	69	63	183	183

<b>Expenditures - Total</b>	<b>19,580</b>	<b>40,259</b>	<b>52,729</b>	<b>52,729</b>
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<b>Net Cost</b>	<b>(7,411)</b>	<b>13,437</b>	<b>24,859</b>	<b>24,859</b>
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# WATER RESOURCES

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DAVID COWAN, Director



## BU 8104 – Flood Zone #4 Scotts Creek (Fund 204)

### DEPARTMENT OVERVIEW

Flood Control Zone 4 was formed in 1958 to fund maintenance for planned flood control facilities. The majority of those facilities were never built. Consequently the funds are predominantly used to maintain flow capacity in Scott's Creek through brush clearing and thinning.

### ACCOMPLISHMENTS IN FY 2017-18

- Investigated the potential for brush removal to relieve flooding downstream of Scott's Valley Road at the downstream end of Lower Blue Lake

### GOALS IN FY 2018-19

- Review the need for keeping this budget unit or combine with an existing budget

# WATER RESOURCES

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DAVID COWAN, Director  
BU 8104 – Flood Zone #4 Scotts Creek

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 10-10 Property Taxes/Current Secured – Income from secured property taxes

### **Services & Supplies**

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Acct. 18-00 Maint/Bldgs & Imprvmnts – Removal of debris and maintenance of Scotts Creek

Acct. 23-91 Prof & Specialized Svcs/Intra-Div Svcs – Staff support to BU 8107

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 204 Function Flood-Zone #4		Budget Unit 8104 - Flood-Zone #4 Activity Watershed		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	8,485	8,883	2,870	2,870
10-20 Current Unsecured	191	195	200	200
10-25 Supp 813-Current	31	125	15	15
10-35 Supp 813-Prior	15	15	15	15
10-40 Prior Unsecured	6	6	5	5

**USE OF MONEY & PROPERTY**

42-01 Interest	932	989	850	850
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	105	101	104	104
54-70 Disaster Rev Loss Backfil	411	0	0	0

<b>Revenue - Total</b>	<b>10,176</b>	<b>10,314</b>	<b>4,059</b>	<b>4,059</b>
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**SERVICES AND SUPPLIES**

18-00 Maint-Bldgs & Imprvmts	0	289	10,383	10,383
23-90 Administrative Services	0	4,000	5,000	5,000
23-91 Intra-Div Services	0	1,846	5,578	5,578

<b>Expenditures - Total</b>	<b>0</b>	<b>6,135</b>	<b>20,961</b>	<b>20,961</b>
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<b>Net Cost</b>	<b>(10,176)</b>	<b>(4,179)</b>	<b>16,902</b>	<b>16,902</b>
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# WATER RESOURCES

DAVID COWAN, Director



## BU 8105 – Flood Zone #5 Kelsey Creek (Fund 205)

### DEPARTMENT OVERVIEW

Flood Zone 5 was established in 1964 to fund the Kelsey Creek Water Supply Project. The zone funds O&M of the Kelsey Creek Detention Structure and maintenance of Kelsey Creek in the vicinity of the structure. Zone 5 also funds implementation of the Big Valley Groundwater Management Plan, adopted by the Board of Directors in 1999. The plan recommends measures to protect and supplement the groundwater supply.

Revenues come from a percentage of property taxes within the District; funding has not kept up with program costs. In 2005, property owners rejected a benefit assessment to make the zone financially viable. Other external revenues were lost with the sale of the Bottle Rock Power Plant. The Zone receives \$2000 annually from Kelseyville Waterworks District 3 as mitigation for a municipal well. Zone expenses vary with operation of the detention structure and the volume of water purchased from Yolo County.

### ACCOMPLISHMENTS IN FY 2017-18

- Cleared vegetation from Kelsey Creek

### GOALS IN FY 2018-19

- Repair gate on Kelsey Creek detention structure
- Operate the detention structure in a manner consistent with groundwater recharge and hitch protection

# WATER RESOURCES

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DAVID COWAN, Director  
BU 8105 – Flood Zone #5 Kelsey Creek

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

---

Acct. 10-10 Property Taxes/Current Secured – Income from secured property taxes

### **Services & Supplies**

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Acct. 18-00 Maint/Bldgs & Imprvmnts – Removal of debris and maintenance of Scotts Creek

Acct. 23-91 Prof & Specialized Svcs/Intra-Div Svcs – Staff support to BU 8107

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 205 Function Flood-Zone #5		Budget Unit 8105 - Flood-Zone #5 Activity Watershed		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	7,111	7,311	4,775	4,775
10-20 Current Unsecured	161	162	150	150
10-25 Supp 813-Current	26	106	5	5
10-35 Supp 813-Prior	12	13	10	10
10-40 Prior Unsecured	5	5	5	5

**USE OF MONEY & PROPERTY**

42-01 Interest	201	253	90	90
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	89	84	85	85
54-70 Disaster Rev Loss Backfil	348	0	0	0

**MISCELLANEOUS**

79-90 Miscellaneous	10,000	5,000	0	0
<b>Revenue - Total</b>	<b>17,953</b>	<b>12,933</b>	<b>5,120</b>	<b>5,120</b>

**SERVICES AND SUPPLIES**

12-00 Communications	194	0	0	0
18-00 Maint-Bldgs & Imprvmts	4,392	0	10,398	10,398
23-90 Administrative Services	0	4,000	6,740	6,740
23-91 Intra-Div Services	666	4,978	9,877	9,877
28-30 Supplies & Services	2,856	3,835	5,750	5,750
30-00 Utilities	122	121	150	150
48-00 Taxes & Assessments	35	0	45	45

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	0	0	(7,000)	(7,000)
90-91 Contingencies	0	0	1,000	1,000
<b>Expenditures - Total</b>	<b>8,266</b>	<b>12,933</b>	<b>26,960</b>	<b>26,960</b>

<b>Net Cost</b>	<b>(9,687)</b>	<b>0</b>	<b>21,840</b>	<b>21,840</b>
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# WATER RESOURCES

DAVID COWAN, Director



## BU 8107 – Water Resources (Fund 207)

### DEPARTMENT OVERVIEW

This budget unit supports fiscal monitoring and the development of policies and procedures. It pays for the daily office expenses such as phones, equipment and supplies, postage, insurance, and vehicle maintenance. It provides for IT support, computer software, training, and professional organization memberships.

### ACCOMPLISHMENTS IN FY 2017-18

- Hired an engineer, an invasive species coordinator, a program coordinator, and a secretary

### GOALS IN FY 2018-19

- Fill remaining job vacancies
- Provide training to help develop staff
- Purchase computers and office equipment
- Dispose of outdated and unneeded items

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 66-50 Charges for Svcs/Auditing & Acctg – Administrative and staff support services

#### Services & Supplies

Acct. 17-00 Maintenance/Equip – Equipment maintenance

Acct. 23-90 Prof & Specialized Svcs/Administrative Svcs – County overhead

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 207 Function Water Resources Admin		Budget Unit 8107 - Administration Activity Watershed		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	2,219	1,498	2,100	2,100
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**CHARGES FOR SERVICES**

66-10 Planning & Engineering	1,629	0	0	0
66-50 Auditing & Accounting	511,832	603,064	856,013	856,013
69-20 Other	15	0	0	0

**MISCELLANEOUS**

79-90 Miscellaneous	1	0	0	0
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<b>Revenue - Total</b>	<b>515,695</b>	<b>604,563</b>	<b>858,113</b>	<b>858,113</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	365,980	361,543	453,445	453,445
01-12 Extra Help	8,289	17,468	21,159	21,159
01-13 OT, Holiday, Stby	6,441	1,484	1,000	1,000
01-14 Other, Term	7,153	19,864	3,500	3,500
02-21 FICA	28,009	29,317	35,798	35,798
02-22 PERS	55,300	61,002	72,855	72,855
03-30 Health/Life	60,608	57,784	71,345	71,345
03-31 Unemployment	1,299	1,289	1,187	1,187
03-32 Opt Out	867	3,000	2,400	2,400
04-00 Worker's Compensation	3,481	2,450	2,968	2,968

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	624	0	0	0
12-00 Communications	1,677	2,280	4,130	4,130
15-12 Public Liability	14,717	12,061	11,491	11,491
15-13 Fire & Allied Cvrsgs	88	91	114	114
17-00 Maintenance-Equipment	1,773	13,118	5,600	5,600
18-00 Maint-Bldgs & Imprvmnts	0	99	500	500
20-00 Memberships	0	292	1,500	1,500
22-70 Supplies	2,243	3,846	5,000	5,000
22-71 Postage	818	888	1,000	1,000
22-72 Books & Periodicals	0	45	0	0
23-80 Professional & Specialize	9,823	7,709	10,040	10,040
23-85 DPW Services	14,707	0	0	0
23-90 Administrative Services	41,358	12,339	25,477	25,477
27-00 Small Tools & Instruments	5	0	0	0
28-30 Supplies & Services	3,500	3,181	6,522	6,522
29-50 Transportation & Travel	5	159	850	850
29-51 Cent. Gar.-Pool Mlg ONLY	12,271	16,401	27,650	27,650
38-00 Inventory Items	207	2,825	3,700	3,700

<b>Expenditures - Total</b>	<b>641,242</b>	<b>630,534</b>	<b>769,231</b>	<b>769,231</b>
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<b>Net Cost</b>	<b>125,547</b>	<b>25,971</b>	<b>(88,882)</b>	<b>(88,882)</b>
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# WATER RESOURCES

DAVID COWAN, Director



## BU 8108 – Zone #8 Upper Middle Creek Basin (Fund 208)

### DEPARTMENT OVERVIEW

Flood Control Zone 8 was established in 2000 to pay for the O&M costs associated with the Upper Middle Creek Flood Control Project. The project includes 11 miles of levees on Scotts, Middle, Alley and Clover creeks and a flow diversion structure in Clover Creek. Levee maintenance includes mowing, vegetation control, in-channel vegetation removal and maintaining levee roads. The work is accomplished by Public Works, private contractors and CalFire crews. Work is funded through a percentage of property taxes. The levees are currently structurally sound. However, state and federal inspections have identified maintenance and illegal encroachment that will require attention in 2019 and beyond.

### ACCOMPLISHMENTS IN FY 2017-18

- Mowing of the levee area
- Beginning work on the levee graveling project
- Provided channel maintenance
- Pest control in the levee area, setting traps for squirrels
- Vegetation management along Middle Creek

### GOALS IN FY 2018-19

- Continue work on feasibility study
- Continue work on the levee graveling project
- Continue to provide channel maintenance
- Levee maintenance (mowing, pest control, vegetation control)
- Address state and federal inspection findings

# WATER RESOURCES

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DAVID COWAN, Director

BU 8108 – Flood Zone #8 Upper Middle Creek Basin

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 54-90 State Aid/Other – Feasibility study grant and Levee Graveling state grant

Acct. 66-40 Charges for Svcs/ Asses & Tax Coll – Zone 8 property taxes

### Services & Supplies

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Acct. 18-00 Maint/Bldgs & Imprvmnts – Levee mowing, graveling levees, pest control

Acct. 23-80 Prof & Specialized Svcs/Prof & Spec – Feasibility study, tribal monitoring for sediment removal

Acct. 23-91 Prof & Specialized Svcs/Intra-Div Svcs – Staff support to BU 8107

### Capital Assets

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Acct. 60-00 Cap FA/Land – Reclamation area property purchase

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 208 Function Flood-Upr Middle Cr Basin		Budget Unit 8108 - Upper Middle Creek Basin Activity Watershed		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-30 Prior Secured 1,722 1,845 2,500 2,500

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq 1,253 980 766 766

**USE OF MONEY & PROPERTY**

42-01 Interest 1,484 948 1,450 1,450

**INTERGOVERNMENT REVENUES**

54-90 Other 0 30 545,500 545,500

**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection 58,842 58,314 68,000 68,000

**MISCELLANEOUS**

79-91 Cancelled Checks 0 147 0 0

**OTHER FINANCING SOURCES**

81-22 In 13,226 (13,500) 13,500 13,500

**Revenue - Total 76,526 48,764 631,716 631,716**

**SERVICES AND SUPPLIES**

18-00 Maint-Bldgs & Imprvmts 113,297 25,352 96,525 116,897

23-80 Professional & Specialize 4,754 10,526 457,000 457,000

23-81 Engineering In-House 2,164 824 0 0

23-90 Administrative Services 0 6,000 10,000 10,000

23-91 Intra-Div Services 58,504 71,826 101,216 101,216

28-30 Supplies & Services 1,124 0 0 0

**OTHER FINANCING USES**

90-91 Contingencies 0 0 2,000 2,000

**Expenditures - Total 179,843 114,527 666,741 687,113**

**Net Cost 103,317 65,763 35,025 55,397**

# WATER RESOURCES

DAVID COWAN, Director



## BU 8109 – Watershed Protection District (Fund 200)

### DEPARTMENT OVERVIEW

This budget unit supports the activities of the Lake County Watershed Protection District (WPD), including management of the National Flood Insurance Program and levee certification to meet the 100-yr flood event protection, remapping and consequential flood zone reassignment.

The WPD maintains the Highland Springs Recreation Area (HSRA) under BU 8101. The WPD supports engineering and technical assistance for draining and flood mitigation projects including permit and project review and program development and management. Staff training for flood emergencies comes under the purview of the WPD. The District also supports administration of grant-funded projects including the Quagga mussel prevention program, the vessel salvage program, the Middle Creek Reclamation project, nutrient monitoring for Total Maximum Daily Load (TMDL) assessment, well monitoring for groundwater assessment, and supports county watershed groups with technical expertise.

### ACCOMPLISHMENTS IN FY 2017-18

- Completed State Grant C15Q0801 – Carried out boat ramp feasibility study
- Completed State Grant C15Q0802 – Purchased two boat decontamination trailers
- Completed State Grant C15Q0816 – Funded ramp monitors and quagga signage
- Received State Grant C17Q0807 – PSA's, continued ramp monitors
- Salvaged 20 sunken or abandoned boats through the Save-16 Grant
- Contacted 12,500 boaters, screened 18,000 boats, inspected 220 vessels, and decontaminated 40 boats
- Re-roofed the Highland Springs mobile home
- Hired a new Highland Springs caretaker

### GOALS IN FY 2018-19

- Apply for quagga grants to continue ramp monitor program
- Apply for grants to continue to remediate sunken and abandoned boats
- Continue to educate the public about invasive species through the quagga program
- Implement new hunting and permit use fees
- Remove previous caretaker's residence from HSRA (see attached photos)

# WATER RESOURCES

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DAVID COWAN, Director  
BU 8109 – Watershed Protection District

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	10-10	Property Taxes/Current Secured – Income from secured property taxes
Acct.	21-60	Permits/Other – Quagga sticker inspection
Acct.	54-40	State Aid/Disaster Relief – Middle Creek restoration grant
Acct.	54-90	State Aid/Other – State grant funding

### **Services & Supplies**

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Acct.	18-00	Maint/Bldgs & Imprvmnts – Levee mowing, graveling levees, pest control
Acct.	23-80	Prof & Specialized Svcs/Prof & Spec – Feasibility study, tribal monitoring for sediment removal
Acct.	23-91	Prof & Specialized Svcs/Intra-Div Svcs – Staff support to BU 8107

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 200 Function Watershed Protection Dist		Budget Unit 8109 - Watershed Protection Dist Activity Watershed		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10	Current Secured	531,893	557,006	504,000	504,000
10-20	Current Unsecured	12,429	12,641	15,000	15,000
10-25	Supp 813-Current	2,165	8,269	1,800	1,800
10-35	Supp 813-Prior	1,017	1,050	1,343	1,343
10-40	Prior Unsecured	435	417	500	500
10-70	Timber Yield	1,503	67	500	500

**PERMITS**

21-60	Other	93,454	208,601	200,250	200,250
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**FINES, FORFEIT, PENALTIES**

31-82	Criminal Fines	1,400	420	1,500	1,500
31-95	Penalties & Cost on Delq	22	12	5	5

**USE OF MONEY & PROPERTY**

42-01	Interest	7,427	5,069	8,000	8,000
42-10	Rents & Concessions	6,900	14,800	36,900	36,900

**INTERGOVERNMENT REVENUES**

54-60	HOPTR	6,855	6,566	3,850	3,850
54-70	Disaster Rev Loss Backfil	27,731	0	0	0
54-90	Other	118,456	425,177	5,564,057	5,564,057
56-01	Other	21,375	115,686	0	0
56-30	Other	0	18,172	0	0

**CHARGES FOR SERVICES**

66-10	Planning & Engineering	60	0	60	60
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**MISCELLANEOUS**

79-90	Miscellaneous	20	3	8,000	8,000
79-99	Donations	21	0	0	0

**OTHER FINANCING SOURCES**

80-92	Advance From Other Fund	161,384	0	0	0
80-93	Advance To Other Fund	(161,384)	0	0	0
81-23	Out	(13,226)	13,500	(13,500)	(13,500)
81-31	Residual Equity Transfer	0	21,743	0	0
<b>Revenue - Total</b>		<b>819,936</b>	<b>1,409,199</b>	<b>6,332,265</b>	<b>6,332,265</b>

**SALARIES AND BENEFITS**

01-11	Permanent	9,000	9,000	9,000	9,000
01-12	Extra Help	146,607	186,123	219,399	219,399
02-21	FICA	4,946	5,891	6,722	6,722
02-22	PERS	847	399	0	0
03-31	Unemployment	575	638	638	638
04-00	Worker's Compensation	0	0	3,744	3,744

**SERVICES AND SUPPLIES**

12-00	Communications	35	0	0	0
14-00	Household Expense	1,041	1,956	2,500	2,500
17-00	Maintenance-Equipment	191	2,304	3,200	20,200
18-00	Maint-Bldgs & Imprvmts	3,804	24,462	26,000	26,000

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 200 Function Watershed Protection Dist		Budget Unit 8109 - Watershed Protection Dist Activity Watershed			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
20-00	Memberships	0	30	1,270	1,270
23-80	Professional & Specialize	252,463	188,919	771,534	771,534
23-81	Engineering In-House	0	0	7,000	7,000
23-90	Administrative Services	0	8,000	16,000	16,000
23-91	Intra-Div Services	288,421	321,622	487,794	487,794
24-00	Publications & Legal Ntcs	241	110	1,600	1,600
27-00	Small Tools & Instruments	664	369	2,500	2,500
28-30	Supplies & Services	15,578	38,925	36,200	36,200
29-50	Transportation & Travel	0	1,747	1,750	11,750
29-51	Cent. Gar.-Pool Mlg ONLY	115	0	500	500
30-00	Utilities	3,970	3,196	6,000	6,000
38-00	Inventory Items	0	1,260	0	10,200
53-48	Water Quality Improvement	65,992	49,152	124,800	235,260
CAPITALIZED ASSETS					
60-00	Cap. Fixed Asset-Land	380,418	0	5,000,000	5,000,000
62-74	Other	17,865	0	0	33,000
Expenditures - Total		1,192,774	844,104	6,728,151	6,908,811
Net Cost		372,838	(565,095)	395,886	576,546



# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator



BU 8210, 8211, 8212, 8213, 8216, 8217,  
8218, 8219, 8461 – Lighting Districts  
(Funds 210-219, and 261)

## DEPARTMENT OVERVIEW

Special Districts Administration manages these street lighting districts.

The sole purpose of these budgets is to pay for the operation and administration of the street lights in each district.

## ACCOMPLISHMENTS IN FY 2017-18

- All eligible street lights were converted to LED
- All street lights were geo referenced on the street light boundary maps

## GOALS IN FY 2018-19

- The primary goal of each lighting district is to provide reliable lighting service in the most cost effective manner for public safety and security
- Combine Clearlake Oaks and Clearlake Keys lighting districts and expanding the boundaries to include safe routes to schools project
- Examine the need for rate increases and implement where needed

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator

BU 8210, 8211, 8212, 8213, 8216, 8217, 8218, 8219, 8461 – Lighting Districts

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 10-10 Property Taxes/Current Secured – revenue from secured property taxes

Acct. 10-20 Property Taxes/Current Unsecured – revenue from unsecured property taxes

### Services & Supplies

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Acct. 30-00 Utilities – PG&E

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 210 Function Anderson Springs Lighting		Budget Unit 8210 - Anderson Springs Lighting Activity Street Lighting		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	2,627	2,497	2,558	2,558
10-20 Current Unsecured	59	57	66	66
10-25 Supp 813-Current	21	41	25	25
10-30 Prior Secured	168	168	108	108
10-35 Supp 813-Prior	9	9	8	8
10-40 Prior Unsecured	4	2	4	4

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	20	46	38	38
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**USE OF MONEY & PROPERTY**

42-01 Interest	385	412	0	0
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	33	29	31	31
54-70 Disaster Rev Loss Backfil	245	0	0	0

**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	2,545	2,527	2,550	2,550
<b>Revenue - Total</b>	<b>6,116</b>	<b>5,788</b>	<b>5,388</b>	<b>5,388</b>

**SERVICES AND SUPPLIES**

23-89 Spec Dist Admin's Svcs	371	371	875	875
23-90 Administrative Services	172	226	386	386
30-00 Utilities	248	1,733	1,980	1,980
<b>Expenditures - Total</b>	<b>791</b>	<b>2,330</b>	<b>3,241</b>	<b>3,241</b>

<b>Net Cost</b>	<b>(5,325)</b>	<b>(3,458)</b>	<b>(2,147)</b>	<b>(2,147)</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 211 Function Clearlake Oaks Lighting		Budget Unit 8211 - Clearlake Oaks Lighting Activity Street Lighting		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	970	978	1,000	1,000
10-20 Current Unsecured	24	23	25	25
10-25 Supp 813-Current	5	17	5	5
10-35 Supp 813-Prior	2	3	2	2
10-40 Prior Unsecured	1	1	1	1

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	0	0	1	1
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**USE OF MONEY & PROPERTY**

42-01 Interest	19	21	19	19
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	13	12	14	14
54-70 Disaster Rev Loss Backfil	55	0	0	0

<b>Revenue - Total</b>	<b>1,090</b>	<b>1,055</b>	<b>1,067</b>	<b>1,067</b>
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**SERVICES AND SUPPLIES**

23-89 Spec Dist Admin's Svcs	124	124	125	125
23-90 Administrative Services	57	75	129	129
30-00 Utilities	609	570	1,280	1,280

<b>Expenditures - Total</b>	<b>790</b>	<b>769</b>	<b>1,534</b>	<b>1,534</b>
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<b>Net Cost</b>	<b>(300)</b>	<b>(286)</b>	<b>467</b>	<b>467</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 212 Function Glenhaven Lighting		Budget Unit 8212 - Glenhaven Lighting Activity Street Lighting		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	4,598	4,763	4,545	4,545
10-20 Current Unsecured	148	148	146	146
10-25 Supp 813-Current	37	112	30	30
10-35 Supp 813-Prior	16	18	15	15
10-40 Prior Unsecured	5	6	6	6

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	4	2	1	1
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**USE OF MONEY & PROPERTY**

42-01 Interest	351	352	280	280
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	82	77	81	81
54-70 Disaster Rev Loss Backfil	326	0	0	0

<b>Revenue - Total</b>	<b>5,566</b>	<b>5,478</b>	<b>5,104</b>	<b>5,104</b>
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**SERVICES AND SUPPLIES**

23-89 Spec Dist Admin's Svcs	668	668	674	674
23-90 Administrative Services	310	407	695	695
30-00 Utilities	3,393	3,601	3,986	3,986

<b>Expenditures - Total</b>	<b>4,371</b>	<b>4,676</b>	<b>5,355</b>	<b>5,355</b>
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<b>Net Cost</b>	<b>(1,195)</b>	<b>(802)</b>	<b>251</b>	<b>251</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 213 Function Kelseyville Lighting		Budget Unit 8213 - Kelseyville Lighting Activity Street Lighting		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	13,218	13,609	13,580	13,580
10-20 Current Unsecured	279	281	282	282
10-25 Supp 813-Current	45	183	20	20
10-35 Supp 813-Prior	21	22	18	18
10-40 Prior Unsecured	9	9	9	9

**USE OF MONEY & PROPERTY**

42-01 Interest	74	53	65	65
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	154	146	154	154
54-70 Disaster Rev Loss Backfil	600	0	0	0

<b>Revenue - Total</b>	<b>14,400</b>	<b>14,303</b>	<b>14,128</b>	<b>14,128</b>
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**SERVICES AND SUPPLIES**

23-89 Spec Dist Admin's Svcs	2,154	2,154	1,672	1,672
23-90 Administrative Services	999	1,310	1,160	1,160
30-00 Utilities	14,501	16,684	15,800	14,900

<b>Expenditures - Total</b>	<b>17,654</b>	<b>20,148</b>	<b>18,632</b>	<b>17,732</b>
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<b>Net Cost</b>	<b>3,253</b>	<b>5,845</b>	<b>4,504</b>	<b>3,604</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 216 Function Lower Lake Lighting		Budget Unit 8216 - Lower Lake Lighting Activity Street Lighting		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	15,511	14,624	14,500	14,500
10-20 Current Unsecured	343	314	345	345
10-25 Supp 813-Current	55	223	55	55
10-35 Supp 813-Prior	26	27	24	24
10-40 Prior Unsecured	12	11	10	10

**USE OF MONEY & PROPERTY**

42-01 Interest	247	265	150	150
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	189	163	189	189
54-70 Disaster Rev Loss Backfil	742	0	0	0

<b>Revenue - Total</b>	<b>17,125</b>	<b>15,627</b>	<b>15,273</b>	<b>15,273</b>
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**SERVICES AND SUPPLIES**

23-89 Spec Dist Admin's Svcs	2,129	2,129	2,147	2,147
23-90 Administrative Services	987	1,295	2,216	2,216
30-00 Utilities	10,887	10,087	11,200	11,200

<b>Expenditures - Total</b>	<b>14,003</b>	<b>13,511</b>	<b>15,563</b>	<b>15,563</b>
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<b>Net Cost</b>	<b>(3,122)</b>	<b>(2,116)</b>	<b>290</b>	<b>290</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 217 Function Lucerne Lighting		Budget Unit 8217 - Lucerne Lighting Activity Street Lighting		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	21,750	22,923	21,500	21,500
10-20 Current Unsecured	673	687	650	650
10-25 Supp 813-Current	162	509	128	128
10-35 Supp 813-Prior	73	84	72	72
10-40 Prior Unsecured	23	29	20	20

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	18	10	10	10
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**USE OF MONEY & PROPERTY**

42-01 Interest	1,139	1,149	640	640
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	371	357	388	388
54-70 Disaster Rev Loss Backfil	1,447	0	0	0

<b>Revenue - Total</b>	<b>25,655</b>	<b>25,748</b>	<b>23,408</b>	<b>23,408</b>
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**SERVICES AND SUPPLIES**

23-89 Spec Dist Admin's Svcs	2,921	2,921	2,946	2,946
23-90 Administrative Services	1,355	1,777	3,041	3,041
30-00 Utilities	16,588	16,895	20,880	20,880

<b>Expenditures - Total</b>	<b>20,864</b>	<b>21,593</b>	<b>26,867</b>	<b>26,867</b>
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<b>Net Cost</b>	<b>(4,792)</b>	<b>(4,154)</b>	<b>3,459</b>	<b>3,459</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 218 Function Middletown Lighting		Budget Unit 8218 - Middletown Lighting Activity Street Lighting		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	11,076	11,702	12,400	12,400
10-20 Current Unsecured	234	243	535	535
10-25 Supp 813-Current	47	156	45	45
10-35 Supp 813-Prior	22	22	20	20
10-40 Prior Unsecured	9	8	10	10

**USE OF MONEY & PROPERTY**

42-01 Interest	157	150	225	225
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	129	126	146	146
54-70 Disaster Rev Loss Backfil	597	0	0	0

<b>Revenue - Total</b>	<b>12,271</b>	<b>12,408</b>	<b>13,381</b>	<b>13,381</b>
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**SERVICES AND SUPPLIES**

23-89 Spec Dist Admin's Svcs	1,684	1,684	1,698	1,698
23-90 Administrative Services	781	1,024	1,752	1,752
30-00 Utilities	10,452	7,390	11,101	11,101

<b>Expenditures - Total</b>	<b>12,917</b>	<b>10,098</b>	<b>14,551</b>	<b>14,551</b>
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<b>Net Cost</b>	<b>645</b>	<b>(2,309)</b>	<b>1,170</b>	<b>1,170</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 219 Function Upper Lake Lighting		Budget Unit 8219 - Upper Lake Lighting Activity Street Lighting		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	11,045	11,785	10,880	10,880
10-20 Current Unsecured	363	375	350	350
10-25 Supp 813-Current	95	286	50	50
10-35 Supp 813-Prior	40	49	40	40
10-40 Prior Unsecured	12	17	14	14

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	12	7	5	5
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**USE OF MONEY & PROPERTY**

42-01 Interest	1,217	1,228	990	990
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	200	195	190	190
54-70 Disaster Rev Loss Backfil	783	0	0	0

<b>Revenue - Total</b>	<b>13,769</b>	<b>13,939</b>	<b>12,519</b>	<b>12,519</b>
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**SERVICES AND SUPPLIES**

18-00 Maint-Bldgs & Imprvmts	120	352	1,750	1,750
23-89 Spec Dist Admin's Svcs	990	990	999	999
23-90 Administrative Services	459	602	1,031	1,031
30-00 Utilities	7,250	6,902	7,300	7,300

<b>Expenditures - Total</b>	<b>8,819</b>	<b>8,846</b>	<b>11,080</b>	<b>11,080</b>
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<b>Net Cost</b>	<b>(4,949)</b>	<b>(5,094)</b>	<b>(1,439)</b>	<b>(1,439)</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 261 Function CSA #1-Clearlake Keys		Budget Unit 8461 - CSA #1-Clearlake Keys Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	10,439	10,676	10,865	10,865
10-20 Current Unsecured	236	236	240	240
10-25 Supp 813-Current	40	155	40	40
10-35 Supp 813-Prior	20	20	15	15
10-40 Prior Unsecured	8	8	6	6

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	307	183	96	96
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**USE OF MONEY & PROPERTY**

42-01 Interest	853	854	525	525
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	130	122	135	135
54-70 Disaster Rev Loss Backfil	525	0	0	0

**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	9,867	9,747	9,650	9,650
<b>Revenue - Total</b>	<b>22,425</b>	<b>22,002</b>	<b>21,572</b>	<b>21,572</b>

**SERVICES AND SUPPLIES**

23-89 Spec Dist Admin's Svcs	2,748	2,748	2,771	2,771
23-90 Administrative Services	1,274	1,671	2,861	2,861
30-00 Utilities	15,559	15,084	16,650	16,650
<b>Expenditures - Total</b>	<b>19,581</b>	<b>19,503</b>	<b>22,282</b>	<b>22,282</b>
<b>Net Cost</b>	<b>(2,844)</b>	<b>(2,499)</b>	<b>710</b>	<b>710</b>

# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8351 – Lands End  
(Fund 251)

## DEPARTMENT OVERVIEW

LACOSAN manages this infrastructure as a satellite sewer collection system. The wastewater collected in this system is discharged to the City of Lakeport and is treated at their treatment facility. The collection system contains 61 commercial and 130 residential connections.

## ACCOMPLISHMENTS IN FY 2017-18

- Provide high quality customer service
- Protect the environment
- Maintain the safe collection and disposal of waste water
- Promote awareness, protection and conservation of our natural resources

## GOALS IN FY 2018-19

- Continue to provide high quality customer service
- Continue to protect the environment
- Continue to maintain the safe collection and disposal of waste water
- Continue to promote awareness, protection and conservation of our natural resources

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8351 – Lands End

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 70-40 Sewer/Sales & Service – User fees are the primary source of funding

### Services & Supplies

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Acct. 23-80 Professional & Specialized Svcs/Prof & Spec Svcs – Treatment costs to the City of Lakeport

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 251 Function Lands End		Budget Unit 8351 - Lands End Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95	Penalties & Cost on Delq	0	405	0	0
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**USE OF MONEY & PROPERTY**

42-01	Interest	563	426	350	350
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**INTERGOVERNMENT REVENUES**

54-40	Disaster Relief	0	3,578	0	0
55-40	Disaster Relief	0	12,003	0	0

**CHARGES FOR SERVICES**

66-50	Auditing & Accounting	100	45	100	100
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**OTHER REVENUES**

70-40	Sales and Service	162,537	166,409	168,450	168,450
70-44	Other Agencies Septic	0	100,000	0	0
70-46	Delinquent Sewer	0	2,593	1,000	1,000
70-51	Special Assmt-Cap Imp	12,946	13,119	14,000	14,000

**MISCELLANEOUS**

79-90	Miscellaneous	0	0	0	0
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<b>Revenue - Total</b>		<b>176,146</b>	<b>298,579</b>	<b>183,900</b>	<b>183,900</b>
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**SERVICES AND SUPPLIES**

12-00	Communications	2,118	2,147	2,340	2,340
17-00	Maintenance-Equipment	0	0	1,000	1,000
18-00	Maint-Bldgs & Imprvmnts	0	0	1,500	1,500
23-77	Labor-In House	8,596	11,596	13,100	13,100
23-80	Professional & Specialize	181,049	173,645	170,819	170,819
23-89	Spec Dist Admin's Svcs	26,631	25,627	24,646	24,646
23-90	Administrative Services	326	249	277	277
30-00	Utilities	7,266	5,546	5,904	5,904

<b>Expenditures - Total</b>		<b>225,986</b>	<b>218,811</b>	<b>219,586</b>	<b>219,586</b>
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<b>Net Cost</b>		<b>49,840</b>	<b>(79,768)</b>	<b>35,686</b>	<b>35,686</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8352 – Corinthian Bay (Fund 252)

### DEPARTMENT OVERVIEW

This budget provides the funding for the operation and maintenance of this satellite wastewater collection system in Corinthian Bay. This system contains 73 single family dwelling unit connections. LACOSAN manages this collection system which discharges to the Kelseyville Wastewater Treatment facility.

### ACCOMPLISHMENTS IN FY 2017-18

- Provision of high quality customer service
- Protection of the environment
- Support for local economic development with community infrastructure.
- Maintain the safe collection, transfer & treatment of waste water throughout our sewer districts
- Promoting awareness, protection and conservation of our natural resources & environment

### GOALS IN FY 2018-19

- Continue to provide high quality customer service
- Continue to protect the environment
- Continue to support local economic development with community infrastructure
- Continue to maintain the safe collection, transfer & treatment of waste water throughout our sewer districts

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8352 – Corinthian Bay

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 70-40 Sewer/Sales & Service – User fees are the primary source of funding

### Services & Supplies

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Acct. 23-80 Professional & Specialized Svcs/Prof & Spec Svcs – Treatment plant costs to Kelseyville Co.  
Waterworks District #3

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 252 Function Corinthian Bay		Budget Unit 8352 - Corinthian Bay Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	389	370	250	250
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**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	118	160	120	120
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**OTHER REVENUES**

70-40 Sales and Service	19,137	18,890	19,000	19,000
70-46 Delinquent Sewer	385	0	0	0

<b>Revenue - Total</b>	<b>20,029</b>	<b>19,419</b>	<b>19,370</b>	<b>19,370</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	846	859	1,000	1,000
17-00 Maintenance-Equipment	0	143	1,000	1,000
18-00 Maint-Bldgs & Imprvmts	0	4,873	1,000	1,000
23-77 Labor-In House	4,579	7,579	11,380	11,380
23-80 Professional & Specialize	6,722	8,602	8,660	8,660
23-89 Spec Dist Admin's Svcs	4,128	3,895	7,872	7,872
23-90 Administrative Services	166	345	384	384
30-00 Utilities	3,801	2,272	4,026	4,026

<b>Expenditures - Total</b>	<b>20,242</b>	<b>28,568</b>	<b>35,322</b>	<b>35,322</b>
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<b>Net Cost</b>	<b>213</b>	<b>9,149</b>	<b>15,952</b>	<b>15,952</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8353 – Middletown Sewer (Fund 253)

### DEPARTMENT OVERVIEW

Budget Unit 8353 provides funding for the operation and maintenance of the wastewater collection system and treatment plant in Middletown. Prior to the Valley Fire, this system served 808 single family dwelling unit connections. It now serves approximately 665.

### ACCOMPLISHMENTS IN FY 2017-18

- Secured Planning Grant to fund preliminary design for upgrades and improvements
- Provision of high quality customer service
- Support for local economic development with community infrastructure
- Maintain the safe collection, transfer & treatment of waste water
- Promoting awareness, protection and conservation of our natural resources & environment

### GOALS IN FY 2018-19

- Complete engineering and design on treatment plant improvements
- Implement rate increase
- Acquire 480 V generator at Lift Station #3
- Continue to provide high quality customer service, protect the environment & support Economic Development
- Continue to maintain the safe collection, transfer & treatment of waste water and remain in compliance with all regulations
- Continue to promote awareness, protection and conservation of our natural resources & environment

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8353 – Middletown Sewer

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 54-90 State Aid/Other – Planning Grant from California Department of Water Resources  
Acct. 70-40 Sewer/Sales & Service – User fees are the primary source of funding

### **Services & Supplies**

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Acct. 23-77 Professional & Specialized Svcs/Labor In House – In house labor  
Acct. 28-30 Special Department Exp/Supplies & Svcs – Sewage treatment costs  
Acct. 30-00 Utilities – PG&E for lift stations and treatment plant

### **Capital Assets**

---

Acct. 62-74 Cap FA-Equipment/Other – Treatment pond liner, Lift Station #3 125 kw Generator, 200 amp plug and power cable  
Acct. 63-05 Construction in Progress/Sewer Systems – Middletown Sewer Treatment Improvement

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 253 Function Middletown Sewer		Budget Unit 8353 - Middletown Sewer Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	1,802	1,709	1,802	1,802
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**USE OF MONEY & PROPERTY**

42-01 Interest	6,010	6,962	5,805	5,805
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	880	0	0
54-90 Other	20,402	110,370	306,580	306,580
55-40 Disaster Relief	0	5,934	0	0

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	932	1,299	1,162	1,162
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**OTHER REVENUES**

70-40 Sales and Service	127,629	146,118	132,669	132,669
70-42 Capacity Expansion Fee	198,166	20,839	32,280	32,280
70-43 Connection Fee	64,811	3,844	0	0
70-46 Delinquent Sewer	5,696	6,057	5,050	5,050

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	0	20,900	0	0
79-90 Miscellaneous	4	65	0	0
79-91 Cancelled Checks	140	21	0	0

<b>Revenue - Total</b>	<b>425,593</b>	<b>324,997</b>	<b>485,348</b>	<b>485,348</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	1,936	1,948	2,131	2,131
17-00 Maintenance-Equipment	174	24,813	26,660	26,660
18-00 Maint-Bldgs & Imprvmts	5,944	7,834	14,920	14,920
23-77 Labor-In House	29,137	30,392	43,987	43,987
23-80 Professional & Specialize	36,567	24,923	33,400	33,400
23-89 Spec Dist Admin's Svcs	50,338	75,118	83,777	83,777
23-90 Administrative Services	784	2,255	2,512	2,512
28-30 Supplies & Services	31,431	27,124	42,192	42,192
30-00 Utilities	47,443	44,307	53,500	53,500
48-00 Taxes & Assessments	3	3	6	6

**CAPITALIZED ASSETS**

62-74 Other	9,555	0	73,500	73,500
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**CONSTRUCTION IN PROGRESS**

63-05 Sewer Systems	96,771	64,488	306,580	306,580
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<b>Expenditures - Total</b>	<b>310,082</b>	<b>303,206</b>	<b>683,165</b>	<b>683,165</b>
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<b>Net Cost</b>	<b>(115,510)</b>	<b>(21,791)</b>	<b>197,817</b>	<b>197,817</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8354 – Lake County Sanitation District SE Regional System (Fund 254)

### DEPARTMENT OVERVIEW

Budget Unit 8354 includes the Southeast Regional Wastewater System, the single largest utility system managed by Special Districts. This system serves a population of approximately 18,000 people. It consists of over 100 miles of raw wastewater collection pipelines and 21 pump stations. It includes a full service treatment facility with septage receiving station.

The Southeast Regional Wastewater System serves the City of Clearlake and the area northwest to the “Gooseneck”, and the community of Lower Lake. There are 7,599 single family dwelling unit connections being served in this system.

This system is connected to the effluent recycling system that transports treated wastewater to the Geysers geothermal generation complex. This portion of the recycling system includes 29 miles of pipeline, 6 pump stations and storage tank reservoir under the management of LACOSAN. This includes the day to day and annual maintenance activities of these systems.

### ACCOMPLISHMENTS IN FY 2017-18

- Capped and sealed exposed sewer connections after Sulphur Fire
- Inspected for Inflow and Infiltration
- Installed Treatment Plant SCADA system
- Purchased Excavator
- Upgraded Headworks Wet Well

### GOALS IN FY 2018-19

- Replace generator sets for improved ability to handle critical emergencies
- Repair entrance road
- Replace aged lift stations
- Purchase forklift for employee safety
- Phase III SE facilities rehabilitation project

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator

BU 8354 – Lake County Sanitation District-SE Regional System

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	70-40	Sewer/Sales & Service – Revenues for this budget are primarily collected in sewer fees and charges
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### Services & Supplies

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Acct.	17-00	Maint/Equip – Maintenance of parts and equipment used to maintain & operate lift stations and force mains
Acct.	18-00	Maint/Bldgs & Imp – Repairs to infrastructure such as manholes, laterals, pipes, buildings & structures.
Acct.	30-00	Utilities – PG&E for lift stations and treatment plant

### Capital Assets

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Acct.	61-60	Cap. Fixed Asset/Bldgs & Imp – Repair plan entry road, Phase III of SE Facilities Rehabilitation
Acct.	62-72	Cap. Fixed Asset/Equip- Autos/Trucks – 4WD Super Cab Truck
Acct.	62-73	Cap. Fixed Asset/Equip-Shop – Portable Generator, 5000 lbs Straight Mast Forklift, Pipe Threading Machine
Acct.	62-74	Cap. Fixed Asset/Equip – Other-Vac-Con Model V311E/1300 Vacuum truck, Self priming centrifugal pump 3", Replacement Smith and Loveless lift stations, replace 350hp pump for LS#1, replace aging 88hp pumps at lift station #1, spare pump for LS #4 and 18, 2018 Honda Pioneer 1000, Carry-On Trailer 7ft x 12ft Wood Utility Trailer, Dump Trailer 7' x 14' with 4' metal sides

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 254 Function LACOSAN SE Regional Sys		Budget Unit 8354 - LACOSAN SE Regional Sys Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	190,617	129,149	72,686	72,686
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**USE OF MONEY & PROPERTY**

42-01 Interest	26,106	21,813	28,487	28,487
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	84,534	0	0
55-40 Disaster Relief	0	351,904	0	0

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	22,508	25,737	25,645	25,645
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**OTHER REVENUES**

70-40 Sales and Service	2,443,811	2,469,618	2,425,440	2,425,440
70-42 Capacity Expansion Fee	64,829	44,853	0	0
70-44 Other Agencies Septic	144,704	454,258	145,123	145,123
70-46 Delinquent Sewer	280,329	533,482	365,456	365,456
70-51 Special Assmt-Cap Imp	342,526	350,218	345,110	345,110
71-90 Other Contributions	326,588	375,446	805,516	805,516

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	2,462	0	0	0
79-90 Miscellaneous	39	50	0	0
79-91 Cancelled Checks	248	1,944	0	0

<b>Revenue - Total</b>	<b>3,844,766</b>	<b>4,843,004</b>	<b>4,213,463</b>	<b>4,213,463</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	28,881	29,953	26,370	26,370
14-00 Household Expense	11,358	13,565	13,400	13,400
15-13 Fire & Allied Cvrgrs	7,965	11,642	12,818	12,818
17-00 Maintenance-Equipment	213,273	192,071	598,549	598,549
18-00 Maint-Bldgs & Imprvmts	71,967	276,763	400,724	400,724
19-40 Medical Supplies	344	231	0	0
20-00 Memberships	8,570	8,570	10,100	10,100
23-77 Labor-In House	446,038	560,773	787,905	787,905
23-79 Projects-Outside	6,670	1,500	10,120	10,120
23-80 Professional & Specialize	518,612	125,698	458,728	458,728
23-89 Spec Dist Admin's Svcs	984,606	923,016	914,102	914,102
23-90 Administrative Services	14,431	29,646	33,021	33,021
25-00 Rents & Leases-Equipment	3,377	6,068	10,000	10,000
27-00 Small Tools & Instruments	12,649	9,363	11,700	11,700
28-30 Supplies & Services	216,451	193,216	411,705	411,705
30-00 Utilities	583,883	593,868	766,634	766,634
38-00 Inventory Items	43,164	40,514	8,000	8,000
48-00 Taxes & Assessments	138	152	165	165

**CAPITALIZED ASSETS**

61-60 Current	539,283	0	246,000	246,000
61-69 Prior	375,044	46,347	0	0
62-72 Autos & Light Trucks	0	33,373	65,000	65,000
62-73 Shop	28,456	0	65,400	56,000
62-74 Other	18,912	103,253	833,232	855,629

<b>Expenditures - Total</b>	<b>4,134,073</b>	<b>3,199,582</b>	<b>5,683,673</b>	<b>5,696,670</b>
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<b>Net Cost</b>	<b>289,307</b>	<b>(1,643,422)</b>	<b>1,470,210</b>	<b>1,483,207</b>
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FINAL RECOMMENDED BUDGET FY 18/19

E-359

# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8355 – Lake County Sanitation District NW Regional System (Fund 255)

### DEPARTMENT OVERVIEW

Budget unit 8355 includes the Northwest Regional Wastewater Systems. This system serves a population of approximately 30,000 people and consists of over 100 miles of raw wastewater collection pipelines and 21 pump stations. It includes a full service treatment facility with septage receiving station.

The Northwest Regional Wastewater System serves the northern portion of the City of Lakeport (16th Street/Ashe Street Pump Station and northward), and the communities of North Lakeport, Upper Lake, Nice, Lucerne, Kono Tayee, and Paradise Valley. There are 5,602 single family dwelling unit connections served by this system.

This system is connected to the effluent recycling system that transports treated wastewater to the Geysers geothermal generation complex. This portion of the wastewater recycling system includes 23 miles of pipeline, 2 pump stations, and SCADA (supervisory control and data acquisition) facilities under the management of LACOSAN. This includes the day to day and annual maintenance activities of this portion of the system.

### ACCOMPLISHMENTS IN FY 2017-18

- Inspect for Inflow and Infiltration
- Replace and Install Flow Meters for influent plant
- Relocate Odor Control from SE03 to NW 02
- Repaint Geysers Pump Stations, Piping & Surge Tank

### GOALS IN FY 2018-19

- Purchase equipment to allow pump around capabilities at lift stations during emergencies
- Replace Pump at Lift Station #17
- Replace pump at lift station #12



# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator

BU 8355 – Lake County Sanitation District-NW Regional System

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 70-40 Sewer/Sales & Service-Revenues for this budget are primarily collected in sewer fees and charges

### **Services & Supplies**

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Acct. 17-00 Maintenance/Equipment – Parts and equipment used to maintain and operate the lift stations and force mains within the sewer collection systems

Acct. 23-77 Prof & Specialized Svcs/Labor-In House – In House Labor

### **Capital Assets**

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Acct. 62-74 Cap. Fixed Asset/Equip – Other-1-ton 4x4 Diesel Crew Cab, ITT Flygt Spare Pump NW LS #17, IEM Spare Pump at NW LS #12, 35KW Generator, Scada System Upgrade

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 255 Function LACOSAN NW Regional Sys					Budget Unit 8355 - LACOSAN NW Regional Sys Activity					
Detail by Revenue Category and Expenditure Object			2016-17 Actual		2017-18 Estimated		2018-19 Recommended		2018-19 Final Recommended	
1			2		3		4		5	

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	50,222	51,983	21,808	21,808
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**USE OF MONEY & PROPERTY**

42-01 Interest	5,314	2,142	4,345	4,345
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	51,578	0	0
55-40 Disaster Relief	0	206,169	0	0

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	11,134	11,184	12,260	12,260
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**OTHER REVENUES**

70-40 Sales and Service	1,851,424	1,851,467	1,853,456	1,853,456
70-42 Capacity Expansion Fee	9,854	46,493	26,170	26,170
70-43 Connection Fee	9,854	0	0	0
70-44 Other Agencies Septic	99,424	128,081	115,220	115,220
70-46 Delinquent Sewer	198,643	183,270	152,443	152,443
70-50 Special Assmt-Loans	0	61	0	0

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	2,361	0	0	0
79-90 Miscellaneous	148	50	0	0
79-91 Cancelled Checks	85	4,026	5,000	5,000

<b>Revenue - Total</b>	<b>2,238,463</b>	<b>2,536,504</b>	<b>2,190,702</b>	<b>2,190,702</b>
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**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	1,077	4,040	4,000	4,000
12-00 Communications	11,304	11,535	12,804	12,804
14-00 Household Expense	5,058	3,063	5,100	5,100
15-13 Fire & Allied Cvrsgs	0	0	1,585	1,585
17-00 Maintenance-Equipment	130,888	132,710	122,095	122,095
18-00 Maint-Bldgs & Imprvmnts	39,995	87,460	70,450	70,450
19-40 Medical Supplies	44	180	250	250
20-00 Memberships	4,285	4,285	4,700	4,700
23-77 Labor-In House	380,380	379,128	410,880	410,880
23-80 Professional & Specialize	256,060	104,089	135,262	135,262
23-89 Spec Dist Admin's Svcs	605,099	655,299	491,851	491,851
23-90 Administrative Services	7,118	14,186	15,800	15,800
26-00 Rents & Leases-Bldg & Imp	4,987	5,249	5,450	5,450
27-00 Small Tools & Instruments	4,439	6,803	7,000	7,000
28-30 Supplies & Services	246,180	225,746	287,774	287,774
30-00 Utilities	929,444	738,583	759,553	759,553
38-00 Inventory Items	454	3,957	500	500
48-00 Taxes & Assessments	360	396	417	417

**CAPITALIZED ASSETS**

62-72 Autos & Light Trucks	25,608	0	0	0
62-73 Shop	0	34,419	0	0
62-74 Other	8,047	0	213,400	213,400

<b>Expenditures - Total</b>	<b>2,660,826</b>	<b>2,411,127</b>	<b>2,548,871</b>	<b>2,548,871</b>
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<b>Net Cost</b>	<b>422,363</b>	<b>(125,377)</b>	<b>358,169</b>	<b>358,169</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8356 – Anderson Springs Sewer District (Fund 256)

### DEPARTMENT OVERVIEW

Budget Unit 8356 provides funding for the Anderson Springs Sewer System. This is a new sewer system within the boundaries of Lake County Sanitation District.

The community lost 198 or 212 homes during the Valley Fire and most could not be rebuilt without a sewer system due to building and code changes for septic systems.

Many agencies and organizations have worked together to secure funding for this new system.

### ACCOMPLISHMENTS IN FY 2017-18

- Secured funding from SWRCB, USDA and CDBG
- Complete bidding process on construction of collection lines and award contract
- Work towards securing ROW and easements
- Conduct Prop 218 rate hearing and have rates approved by Board of Supervisors

### GOALS IN FY 2018-19

- Construction of the Collection System
- Request for Proposals for the on-site work
- Maintain compliance with all three funding agencies
- Communicate with property owners to help minimize disruption during construction

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8356 – Anderson Springs Sewer District

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 54-90 State Aid/Other – State Water Resources Control Board grant  
Acct. 56-01 Other Federal/Other – USDA and Community Development Block grant

### Services & Supplies

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None

### Capital Assets

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Acct. 63-05 Construction in Progress/Sewer Systems – Septic to sewer construction project

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 256 Function Anderson Springs Sewer		Budget Unit 8356 - Anderson Springs Sewer Activity		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	175	293	295	295
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**INTERGOVERNMENT REVENUES**

54-90 Other	372,333	229,615	6,834,052	6,884,422
56-01 Other	0	0	3,117,395	3,117,395

**OTHER REVENUES**

70-90 Other Contributions	62,500	0	0	0
<b>Revenue - Total</b>	<b>435,008</b>	<b>229,908</b>	<b>9,951,742</b>	<b>10,002,112</b>

**CONSTRUCTION IN PROGRESS**

63-05 Sewer Systems	382,447	234,514	10,002,112	10,050,072
<b>Expenditures - Total</b>	<b>382,447</b>	<b>234,514</b>	<b>10,002,112</b>	<b>10,050,072</b>
<b>Net Cost</b>	<b>(52,561)</b>	<b>4,606</b>	<b>50,370</b>	<b>47,960</b>

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator



## BU 8460 – Spring Valley Campground (Fund 260)

### DEPARTMENT OVERVIEW

Budget Unit 8460 funds the Spring Valley Campground. This campground is located in County Service Area #2, Spring Valley. The CSA has a campground committee and an advisory board that helps Special Districts maintain and operate the campground.

### ACCOMPLISHMENTS IN FY 2017-18

- Upgraded HVAC Unit
- Maintained facilities and grounds to promote public safety and enjoyment

### GOALS IN FY 2018-19

- Continue to maintain grounds and facilities
- Attempt to reduce vandalism

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8460 – Spring Valley Campground

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 69-02 Other Current Svcs/Other – This budget unit is funded by property owner's park fees

### Services & Supplies

---

Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance of grounds and facilities

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 260 Function CSA #2-Spr Valley Cmpgrnd		Budget Unit 8460 - CSA #2-Spr Valley Cmpgrnd Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	196	243	205	205
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**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	198	280	360	360
69-02 Park and Recreation Fees	15,558	17,017	16,300	16,300

**MISCELLANEOUS**

79-91 Cancelled Checks	2	0	0	0
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<b>Revenue - Total</b>	<b>15,954</b>	<b>17,540</b>	<b>16,865</b>	<b>16,865</b>
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**SERVICES AND SUPPLIES**

14-00 Household Expense	68	63	100	100
15-12 Public Liability	1,000	1,000	1,000	1,000
18-00 Maint-Bldgs & Imprvmts	1,516	20,489	6,500	6,500
22-70 Supplies	0	0	100	100
22-71 Postage	1,626	1,997	2,100	2,100
23-80 Professional & Specialize	2,026	2,320	4,100	4,100
23-89 Spec Dist Admin's Svcs	1,577	1,614	1,800	1,800
30-00 Utilities	792	352	950	950
48-00 Taxes & Assessments	2	2	6	6

<b>Expenditures - Total</b>	<b>8,606</b>	<b>27,837</b>	<b>16,656</b>	<b>16,656</b>
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<b>Net Cost</b>	<b>(7,348)</b>	<b>10,297</b>	<b>(209)</b>	<b>(209)</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8462 – CSA #2 Spring Valley (Fund 262)

### DEPARTMENT OVERVIEW

Budget unit 8462 provides the funding and operation of the potable water system in County Service Area #2 – Spring Valley Lakes Subdivision and also includes roads, bridges, and dams. This system contains 493 single family dwelling unit connections.

The rate structure allows for all water expenses to be paid with fees collected from water customers and allowing property tax revenues to build reserve designations for Roads/Bridges and Dams. The rate structure also includes a CIP fee and money collected through this fee is being placed in the Capital Improvement Reserve Designation.

Funds are being appropriated for the design of the replacement of two bridges in the community. This is funded through the Caltrans Highway Bridge Program and the Dept. of Public Works will manage this project. Special Districts staff will provide in-kind match for community project coordination and outreach during design and construction.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide continuous drinking water that complies with all regulations
- Continued the CalTrans Bridge Projects
- Completed the Prop 84 Emergency Drought grant funded project

### GOALS IN FY 2018-19

- Continue to seek funding for distribution system replacement
- Continue to seek funding and plan for Lakebed Recovery Project
- Continue to seek funding and formulate a plan for road repairs and upgrades
- Continue to provide continuous drinking water that meets all health and safety regulations

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8462-CSA #2 Spring Valley

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 10-10	Property Taxes – Current Secured-Property tax reserves helps to build reserve designations for roads, bridges and dams.
Acct. 71-21	Water/Sales & Svc – The rate structure allows for all water expenses to be paid with fees collected from water customers

### **Services & Supplies**

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Acct. 18-00	Maintenance/Bldgs & Imp – Repair and maintain tanks, buildings and structures
Acct. 23-77	Prof & Specialized Svcs/Labor-In House – In House Labor

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 262 Function CSA #2-Spring Valley		Budget Unit 8462 - CSA #2 Spring Valley Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	112,258	115,967	110,220	110,220
10-20 Current Unsecured	2,544	2,565	2,660	2,660
10-25 Supp 813-Current	416	1,670	525	525
10-35 Supp 813-Prior	205	205	192	192
10-40 Prior Unsecured	86	84	72	72

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	1,955	1,597	1,400	1,400
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**USE OF MONEY & PROPERTY**

42-01 Interest	4,988	2,546	3,100	3,100
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	46	0	0
54-60 HOPTR	1,403	1,332	1,350	1,350
54-70 Disaster Rev Loss Backfil	5,493	0	0	0
54-90 Other	504,762	376,926	0	696,150
55-40 Disaster Relief	0	183	0	0
56-01 Other	121,164	95,188	0	0

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	24,998	9,777	13,120	13,120
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**OTHER REVENUES**

71-21 Sales & Svcs Misc	177,806	193,001	174,100	174,100
71-22 Capacity Expansion Fee	21,741	0	0	0
71-23 Connection Fee	1,223	0	0	0
71-25 Water Collection-Tax Roll	13,085	5,994	11,120	11,120
71-26 Reconections	4,797	5,419	4,800	4,800
71-51 Special Assmt-Cap Imp	40,501	40,016	38,000	38,000

**MISCELLANEOUS**

79-90 Miscellaneous	6	2,387	0	0
79-91 Cancelled Checks	229	65	0	0

**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	300,000	0	0	0
80-93 Advance To Other Fund	(300,000)	0	0	0

<b>Revenue - Total</b>	<b>1,039,658</b>	<b>854,965</b>	<b>360,659</b>	<b>1,056,809</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	1,965	1,562	1,968	1,968
17-00 Maintenance-Equipment	8,560	10,969	13,800	13,800
18-00 Maint-Bldgs & Imprvmts	48,008	44,713	33,500	33,500
23-77 Labor-In House	58,572	58,730	86,000	86,000
23-80 Professional & Specialize	18,861	20,123	42,110	50,318
23-89 Spec Dist Admin's Svcs	104,405	91,434	79,646	79,646
23-90 Administrative Services	3,455	5,546	5,080	5,080
28-30 Supplies & Services	15,456	13,627	19,008	19,008
30-00 Utilities	40,720	40,934	47,200	47,200
38-00 Inventory Items	4,854	3,055	0	0
48-00 Taxes & Assessments	44	49	90	90

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 262 Function CSA #2-Spring Valley		Budget Unit 8462 - CSA #2 Spring Valley Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CONSTRUCTION IN PROGRESS**

63-02 Bridges	182,380	43,145	0	696,150
63-04 Water Systems	1,082,971	193,829	0	0
<b>Expenditures - Total</b>	<b>1,570,250</b>	<b>527,716</b>	<b>328,402</b>	<b>1,032,760</b>
<b>Net Cost</b>	<b>530,592</b>	<b>(327,250)</b>	<b>(32,257)</b>	<b>(24,049)</b>

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director



## BU 8463 – CSA #3 Twin Lakes (Fund 263)

### DEPARTMENT OVERVIEW

This Budget Unit provides for the routine maintenance of the service area that was created for this subdivision. Work includes patching, shoulder restoration, ditch cleaning and pavement rehabilitation. Funding for the Budget Unit is from a share of the property taxes of the properties within the subdivision, interest earnings, and fund balance carryover.

### ACCOMPLISHMENTS IN FY 2017-18

- Completed a chip seal project on approximately 1 mile of Joseph Trail, a primary roadway within the subdivision

### GOALS IN FY 2018-19

- Continue to provide maintenance on all roads within the subdivision;
- Begin planning for the next pavement preservation project to be completed when funding allows

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8463-CSA #3 Twin Lakes

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 10-10 Property Taxes – Current Secured-The primary source of revenue for this Budget Unit is from a portion of property taxes paid by the property owners in the subdivision.

### Services & Supplies

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Acct. 23-80 Prof. & Spec Svcs – Costs for Road Department services

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 263 Function CSA #3-Twin Lakes		Budget Unit 8463 - CSA #3-Twin Lakes Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	54,682	56,538	55,000	55,000
10-20 Current Unsecured	1,238	1,249	1,100	1,100
10-25 Supp 813-Current	200	813	150	150
10-35 Supp 813-Prior	92	95	80	80
10-40 Prior Unsecured	42	41	40	40

**USE OF MONEY & PROPERTY**

42-01 Interest	2,922	3,249	3,000	3,000
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	683	649	650	650
54-70 Disaster Rev Loss Backfil	2,689	0	0	0

<b>Revenue - Total</b>	<b>62,547</b>	<b>62,632</b>	<b>60,020</b>	<b>60,020</b>
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**SERVICES AND SUPPLIES**

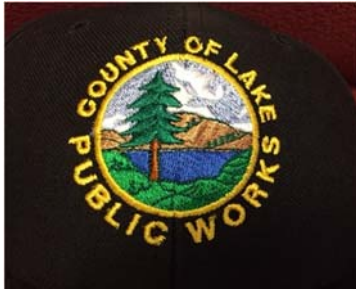
23-80 Professional & Specialize	3,007	181,085	25,000	25,000
23-85 DPW Services	3,266	5,334	3,381	3,381
23-90 Administrative Services	874	1,245	1,225	1,225
30-00 Utilities	263	267	310	310

<b>Expenditures - Total</b>	<b>7,410</b>	<b>187,930</b>	<b>29,916</b>	<b>29,916</b>
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<b>Net Cost</b>	<b>(55,137)</b>	<b>125,298</b>	<b>(30,104)</b>	<b>(30,104)</b>
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# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



BU 8464, 8465, 8468, 8469, 8470, 8471, 8472,  
8483 thru 8492 – CSA #23 Benefit Zones  
(Funds 264, 265, 268, 269, 270, 271, 272, 283-292)

## DEPARTMENT OVERVIEW

These Budget Units are created to track revenue and expenses for various Zones of Benefit that are created under County Service Area #23. These special Zones of Benefit provide for enhanced road maintenance or specific project objectives for roads within the identified zone. Revenue is generated by fees that are included with the property taxes paid by property owners within the respective Zones.

## ACCOMPLISHMENTS IN FY 2017-18

- Completed a chip seal project on approximately 1 mile of Joseph Trail, a primary roadway within the subdivision

## GOALS IN FY 2018-19

- Continue to provide maintenance on all roads within the subdivision;
- Begin planning for the next pavement preservation project to be completed when funding allows



# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director

BU 8464, 8465, 8468, 8469, 8470, 8471, 8472, 8483 thru 8492 – CSA #23 Benefit Zones

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 66-40 Charges for Svcs/ Assess & Tax Coll— The primary source of revenue for these budget units is from a portion of property taxes paid by the property owners in the subdivision.

### Services & Supplies

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Acct. 23-80 Prof. & Spec Svcs— Costs for Road Department services

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 264 Function CSA #23 Zone A Gordon Spr		Budget Unit 8464 - Zone A-Gordon Springs Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	62	81	65	65
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	3,232	3,295	3,276	3,276
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<b>Revenue - Total</b>	<b>3,294</b>	<b>3,375</b>	<b>3,341</b>	<b>3,341</b>
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**SERVICES AND SUPPLIES**

23-85 DPW Services	425	425	425	425
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<b>Expenditures - Total</b>	<b>425</b>	<b>425</b>	<b>425</b>	<b>425</b>
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<b>Net Cost</b>	<b>(2,869)</b>	<b>(2,950)</b>	<b>(2,916)</b>	<b>(2,916)</b>
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Fund 265 Function CSA #23-Zone B Stonefield		Budget Unit 8465 - Zone B Stonefield Court Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	0	439	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	12	17	12	12
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	1,089	2,179	1,308	1,308
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<b>Revenue - Total</b>	<b>1,101</b>	<b>2,635</b>	<b>1,320</b>	<b>1,320</b>
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**SERVICES AND SUPPLIES**

23-85 DPW Services	337	337	337	337
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<b>Expenditures - Total</b>	<b>337</b>	<b>337</b>	<b>337</b>	<b>337</b>
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<b>Net Cost</b>	<b>(764)</b>	<b>(2,298)</b>	<b>(983)</b>	<b>(983)</b>
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## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 268 Function CSA#23 Zone M Riviera Hgh		Budget Unit 8468 - CSA#23 Zone M Riviera Hgh Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	988	3,732	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	21	18	20	20
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	1,155	3,045	25,987	25,987
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**OTHER FINANCING SOURCES**

81-23 Out	(2,364)	(4,217)	(26,007)	(26,007)
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<b>Revenue - Total</b>	<b>(200)</b>	<b>2,578</b>	<b>0</b>	<b>0</b>
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<b>Net Cost</b>	<b>200</b>	<b>(2,578)</b>	<b>0</b>	<b>0</b>
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Fund 270 Function CSA#23 Zone P CL Keys		Budget Unit 8470 - CSA#23 Zone P CL Keys Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	2,339	1,483	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	810	828	800	800
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	2,858	1,778	2,305	2,305
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<b>Revenue - Total</b>	<b>6,006</b>	<b>4,089</b>	<b>3,105</b>	<b>3,105</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	0	109,137	108,785
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<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>109,137</b>	<b>108,785</b>
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<b>Net Cost</b>	<b>(6,006)</b>	<b>(4,089)</b>	<b>106,032</b>	<b>105,680</b>
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Fund 271 Function CSA #23 Zone Q Orchard Sh		Budget Unit 8471 - CSA #23-Zone Q-Orchard Sh Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	713	454	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	70	22	64	64
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	1,725	678	610	610
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**OTHER FINANCING SOURCES**

81-23 Out	(9,909)	(2,104)	(674)	(674)
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<b>Revenue - Total</b>	<b>(7,401)</b>	<b>(951)</b>	<b>0</b>	<b>0</b>
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<b>Net Cost</b>	<b>7,401</b>	<b>951</b>	<b>0</b>	<b>0</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 272 Function CSA#23 Zone R Chippewa So		Budget Unit 8472 - CSA#23 Zone R Chippewa So Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	683	142	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	225	159	210	210
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	58,840	56,018	60,092	60,092
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<b>Revenue - Total</b>	<b>59,747</b>	<b>56,318</b>	<b>60,302</b>	<b>60,302</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	0	6,675	5,980
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42-11 Advances	54,277	59,800	61,307	61,307
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<b>Expenditures - Total</b>	<b>54,277</b>	<b>59,800</b>	<b>67,982</b>	<b>67,287</b>
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<b>Net Cost</b>	<b>(5,470)</b>	<b>3,482</b>	<b>7,680</b>	<b>6,985</b>
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Fund 283 Function CSA#23 Zone C Oak Tree Ct		Budget Unit 8483 - CSA#23 Zone C Oak Tree Ct Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	80	90	43	43
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	2,158	2,158	2,160	2,160
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<b>Revenue - Total</b>	<b>2,238</b>	<b>2,248</b>	<b>2,203</b>	<b>2,203</b>
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**SERVICES AND SUPPLIES**

23-85 DPW Services	338	338	338	338
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<b>Expenditures - Total</b>	<b>338</b>	<b>338</b>	<b>338</b>	<b>338</b>
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<b>Net Cost</b>	<b>(1,900)</b>	<b>(1,910)</b>	<b>(1,865)</b>	<b>(1,865)</b>
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Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 284 Function CSA#23 Zone D Shadow Hill		Budget Unit 8484 - CSA#23 Zone D Shadow Hill Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	0	219	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	580	650	590	590
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	11,501	14,569	13,039	13,039
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<b>Revenue - Total</b>	<b>12,080</b>	<b>15,437</b>	<b>13,629</b>	<b>13,629</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	0	600	600
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23-85 DPW Services	628	628	628	628
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<b>Expenditures - Total</b>	<b>628</b>	<b>628</b>	<b>1,228</b>	<b>1,228</b>
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<b>Net Cost</b>	<b>(11,452)</b>	<b>(14,809)</b>	<b>(12,401)</b>	<b>(12,401)</b>
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Fund 285 Function CSA#23 Zone E Monte Vista		Budget Unit 8485 - CSA#23 Zone E Monte Vista Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	44	0	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	77	88	70	70
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	2,114	1,986	1,988	1,988
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<b>Revenue - Total</b>	<b>2,234</b>	<b>2,074</b>	<b>2,058</b>	<b>2,058</b>
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**SERVICES AND SUPPLIES**

23-85 DPW Services	331	331	331	331
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<b>Expenditures - Total</b>	<b>331</b>	<b>331</b>	<b>331</b>	<b>331</b>
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<b>Net Cost</b>	<b>(1,903)</b>	<b>(1,743)</b>	<b>(1,727)</b>	<b>(1,727)</b>
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County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 286 Function CSA#23 Zone F Piner Court		Budget Unit 8486 - CSA#23 Zone F Piner Court Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	58	58	54	54
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	1,142	999	1,001	1,001
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<b>Revenue - Total</b>	<b>1,200</b>	<b>1,058</b>	<b>1,055</b>	<b>1,055</b>
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**SERVICES AND SUPPLIES**

23-85 DPW Services	326	326	326	326
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<b>Expenditures - Total</b>	<b>326</b>	<b>326</b>	<b>326</b>	<b>326</b>
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<b>Net Cost</b>	<b>(874)</b>	<b>(732)</b>	<b>(729)</b>	<b>(729)</b>
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Fund 287 Function CSA#23 Zone G Vista Mount		Budget Unit 8487 - CSA#23 Zone G Vista Mntn Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	258	281	236	236
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	4,162	4,541	4,542	4,542
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<b>Revenue - Total</b>	<b>4,420</b>	<b>4,822</b>	<b>4,778</b>	<b>4,778</b>
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**SERVICES AND SUPPLIES**

23-85 DPW Services	360	360	360	360
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<b>Expenditures - Total</b>	<b>360</b>	<b>360</b>	<b>360</b>	<b>360</b>
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<b>Net Cost</b>	<b>(4,060)</b>	<b>(4,462)</b>	<b>(4,418)</b>	<b>(4,418)</b>
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Fund 288 Function CSA#23 Zone H Dohnary Rdg		Budget Unit 8488 - CSA#23 Zone H Dohnary Rdg Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	30	0	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	245	272	240	240
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	4,796	4,568	4,570	4,570
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<b>Revenue - Total</b>	<b>5,070</b>	<b>4,840</b>	<b>4,810</b>	<b>4,810</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	0	300	300
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23-85 DPW Services	410	410	410	410
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<b>Expenditures - Total</b>	<b>410</b>	<b>410</b>	<b>710</b>	<b>710</b>
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<b>Net Cost</b>	<b>(4,660)</b>	<b>(4,430)</b>	<b>(4,100)</b>	<b>(4,100)</b>
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Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 289 Function CSA#23 Zone I No Buckingh		Budget Unit 8489 - CSA#23 Zone I No Buckingh Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	803	584	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	14	4	10	10
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	805	460	1,391	1,391
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**OTHER FINANCING SOURCES**

81-23 Out	(2,893)	(1,052)	(2,458)	(1,401)
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<b>Revenue - Total</b>	<b>(1,271)</b>	<b>(4)</b>	<b>(1,057)</b>	<b>0</b>
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<b>Net Cost</b>	<b>1,271</b>	<b>4</b>	<b>1,057</b>	<b>0</b>
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Fund 290 Function CSA#23 Zone J So Buckingh		Budget Unit 8490 - CSA#23 Zone J So Buckingh Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	558	1,033	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	142	147	133	133
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	518	740	2,442	2,442
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<b>Revenue - Total</b>	<b>1,218</b>	<b>1,920</b>	<b>2,575</b>	<b>2,575</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	0	23,356	22,633
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<b>Expenditures - Total</b>	<b>0</b>	<b>0</b>	<b>23,356</b>	<b>22,633</b>
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<b>Net Cost</b>	<b>(1,218)</b>	<b>(1,920)</b>	<b>20,781</b>	<b>20,058</b>
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Fund 291 Function CSA#23 Zone K Riviera Wst		Budget Unit 8491 - CSA#23 Zone K Riviera Wst Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	728	583	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	441	405	413	413
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	535	482	4,767	4,767
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<b>Revenue - Total</b>	<b>1,703</b>	<b>1,469</b>	<b>5,180</b>	<b>5,180</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	5,115	6,095	55,259	50,130
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<b>Expenditures - Total</b>	<b>5,115</b>	<b>6,095</b>	<b>55,259</b>	<b>50,130</b>
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<b>Net Cost</b>	<b>3,412</b>	<b>4,626</b>	<b>50,079</b>	<b>44,950</b>
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## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 292 Function CSA#23 Zone L Walnut Vist		Budget Unit 8492 - CSA#23 Zone L Walnut Vist Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	105	122	95	95
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**CHARGES FOR SERVICES**

66-40 Assess & Tax Collection	2,681	2,681	2,682	2,682
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<b>Revenue - Total</b>	<b>2,786</b>	<b>2,802</b>	<b>2,777</b>	<b>2,777</b>
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**SERVICES AND SUPPLIES**

23-85 DPW Services	338	338	338	338
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<b>Expenditures - Total</b>	<b>338</b>	<b>338</b>	<b>338</b>	<b>338</b>
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<b>Net Cost</b>	<b>(2,448)</b>	<b>(2,464)</b>	<b>(2,439)</b>	<b>(2,439)</b>
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# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator



## BU 8466 – CSA #6 Finley (Fund 266)

### DEPARTMENT OVERVIEW

Budget Unit 8466 provides the funding for the operation and maintenance of the potable water system in County Service Area #6 - Finley Water, located southeast of Lakeport. This system contains 247 single family dwelling unit connections. This system is physically consolidated with the Kelseyville County Waterworks District #3 water system and no longer recognized by the State Water Resource Control Board as a separate public water system.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide continuous water service that complies with State and Federal regulations in the most cost effective manner

### GOALS IN FY 2018-19

- Continue to provide continuous water service that complies with State and Federal regulations in the most cost effective manner

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8466 – CSA #6 Finley

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 71-21 Water/Sales & Svcs – User fees are the primary source of funding for this budget unit.

### Services & Supplies

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Acct. 23-80 Prof. & Spec Svcs – Treatment and storage costs paid to Kelseyville County Waterworks Dist #3

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 266 Function CSA #6-Finley		Budget Unit 8466 - CSA #6 Finley Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	70	2,448	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	1,731	1,803	1,000	1,000
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**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	1,376	1,463	1,803	1,803
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**OTHER REVENUES**

71-21 Sales & Svcs Misc	63,132	69,216	61,770	61,770
71-22 Capacity Expansion Fee	2,500	0	0	0
71-23 Connection Fee	525	0	0	0
71-25 Water Collection-Tax Roll	1,826	3,331	0	0
71-26 Reconections	1,413	1,531	1,200	1,200
71-90 Other Contributions	189	183	180	180

<b>Revenue - Total</b>	<b>72,764</b>	<b>79,974</b>	<b>65,953</b>	<b>65,953</b>
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**SERVICES AND SUPPLIES**

15-13 Fire & Allied Cvrsg	0	0	29	29
17-00 Maintenance-Equipment	551	518	2,250	2,250
18-00 Maint-Bldgs & Imprvmts	3,861	4,612	3,675	3,675
23-77 Labor-In House	5,263	9,258	16,700	16,700
23-80 Professional & Specialize	23,385	15,282	26,400	26,400
23-89 Spec Dist Admin's Svcs	16,771	15,159	13,515	13,515
23-90 Administrative Services	1,661	2,577	2,360	2,360
28-30 Supplies & Services	2,513	952	1,800	1,800
30-00 Utilities	855	1,051	1,440	1,440
48-00 Taxes & Assessments	5	6	11	11

<b>Expenditures - Total</b>	<b>54,864</b>	<b>49,414</b>	<b>68,180</b>	<b>68,180</b>
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<b>Net Cost</b>	<b>(17,900)</b>	<b>(30,560)</b>	<b>2,227</b>	<b>2,227</b>
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# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator



## BU 8467 – CSA #7 Bonanza (Fund 267)

### DEPARTMENT OVERVIEW

Budget unit 8467 provides the funding for the operation and maintenance of the potable water system in County Service Area #7 – Bonanza Springs. This system is in the Cobb Mountain area southeast of Loch Lomond. Prior to the Valley Fire, it contained 179 single family dwelling unit connections. It now has 152 connections.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide continuous water service that complies with all State and Federal Regulations
- Completed Valley Fire Repairs and FEMA hazard mitigation upgrades
- Began implementation of the Cobb Area Water System Consolidation

### GOALS IN FY 2018-19

- Continue to provide continuous water service that complies with all State and Federal Regulations
- Complete the Cobb Water Consolidation project

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8467 – CSA #7 Bonanza

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

---

Acct. 71-21 Water/Sales & Svcs – User fees are the primary source of funding for this budget unit.

### Services & Supplies

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Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance and operation of potable water system

Acct. 23-77 Prof & Spec Svcs/Labor-In House – Maintenance and operation of potable water system

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 267 Function CSA #7-Bonanza Springs		Budget Unit 8467 - CSA #7-Bonanza Springs Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	17,599	18,101	18,114	18,114
10-20 Current Unsecured	397	399	410	410
10-25 Supp 813-Current	88	266	98	98
10-35 Supp 813-Prior	39	39	38	38
10-40 Prior Unsecured	17	13	17	17

**USE OF MONEY & PROPERTY**

42-01 Interest	8,168	6,814	6,500	6,500
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	31,641	0	0
54-60 HOPTR	219	207	220	220
54-70 Disaster Rev Loss Backfil	1,095	0	0	0
55-40 Disaster Relief	0	126,563	0	0

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	775	777	750	750
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**OTHER REVENUES**

71-21 Sales & Svcs Misc	48,252	64,401	86,547	86,547
71-22 Capacity Expansion Fee	0	1,500	0	0
71-23 Connection Fee	0	450	0	0
71-25 Water Collection-Tax Roll	131	0	0	0
71-26 Reconnections	340	630	500	500

**MISCELLANEOUS**

79-91 Cancelled Checks	56	0	0	0
79-93 Insurance Proceeds	0	(52,093)	0	0

**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	0	70,000	59,367	59,367
80-93 Advance To Other Fund	0	(637,573)	0	0
80-99 Subsequent Yr Adv Repay	0	0	0	497,894

<b>Revenue - Total</b>	<b>77,176</b>	<b>(367,865)</b>	<b>172,561</b>	<b>670,455</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	825	831	936	936
17-00 Maintenance-Equipment	438	249	5,000	5,000
18-00 Maint-Bldgs & Imprvmts	484	458	10,467	10,467
23-77 Labor-In House	19,181	12,691	20,110	20,110
23-80 Professional & Specialize	624	254	1,700	1,700
23-89 Spec Dist Admin's Svcs	33,031	20,245	14,454	14,454
23-90 Administrative Services	886	1,938	1,775	1,775
28-30 Supplies & Services	4,128	4,497	6,550	6,550
30-00 Utilities	5,140	6,648	6,560	6,560
48-00 Taxes & Assessments	13	14	30	30

**CONSTRUCTION IN PROGRESS**

63-04 Water Systems	262,860	412,956	0	0
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<b>Expenditures - Total</b>	<b>327,609</b>	<b>460,781</b>	<b>67,582</b>	<b>67,582</b>
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<b>Net Cost</b>	<b>250,433</b>	<b>828,646</b>	<b>(104,979)</b>	<b>(602,873)</b>
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# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator



## BU 8473 – CSA #13 Kono Tayee (Fund 273)

### DEPARTMENT OVERVIEW

Budget unit 8473 provides the funding for the operation and maintenance of the potable water system in County Service Area #13 – Kono Tayee Water. The community is on the Northshore of Clear Lake and contains 154 single family dwelling unit connections.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide high quality customer service
- Maintain compliance with all health and safety regulations
- Provide safe, dependable drinking water to all of our customers
- Promoting awareness, protection and conservation of our natural resources & environment

### GOALS IN FY 2018-19

- Continue to provide high quality customer service
- Continue to maintain compliance with all health and safety regulations
- Continue to provide safe, dependable drinking water to all of our customers
- Continue to promote awareness, protection and conservation of our natural resources & environment



# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8473 – CSA #13 Kono Tayee

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 71-21 Water/Sales & Svcs – User fees are the primary source of funding for this budget unit.

### **Services & Supplies**

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Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance and operation of potable water system

Acct. 23-77 Prof & Spec Svcs/Labor-In House – Maintenance and operation of potable water system

### **Capital Assets**

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Acct. 62.74 Cap. Fixed Assets/Equipment-Other – Scada System Installation

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 273 Function CSA #13-Kono Tayee		Budget Unit 8473 - CSA #13 Kono Tayee Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	47,639	48,988	48,000	48,000
10-20 Current Unsecured	1,079	1,083	1,500	1,500
10-25 Supp 813-Current	176	708	150	150
10-35 Supp 813-Prior	85	87	100	100
10-40 Prior Unsecured	37	35	28	28

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	0	575	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	2,371	2,723	2,500	2,500
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**INTERGOVERNMENT REVENUES**

54-60 HOPTR	595	563	580	580
54-70 Disaster Rev Loss Backfil	2,339	0	0	0

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	1,979	1,580	1,575	1,575
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**OTHER REVENUES**

71-21 Sales & Svcs Misc	53,632	55,375	53,000	53,000
71-25 Water Collection-Tax Roll	1,602	2,123	1,500	1,500
71-26 Reconnections	679	277	280	280
71-51 Special Assmt-Cap Imp	15,668	16,089	16,200	16,200

<b>Revenue - Total</b>	<b>127,880</b>	<b>130,206</b>	<b>125,413</b>	<b>125,413</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	431	431	480	480
17-00 Maintenance-Equipment	610	16,697	14,500	14,500
18-00 Maint-Bldgs & Imprvmts	7,856	8,679	23,950	23,950
23-77 Labor-In House	14,806	12,700	20,550	20,550
23-80 Professional & Specialize	852	188	19,825	19,825
23-89 Spec Dist Admin's Svcs	26,306	36,610	36,500	36,500
23-90 Administrative Services	991	1,591	1,457	1,457
28-30 Supplies & Services	3,225	2,340	2,540	2,540
30-00 Utilities	6,346	6,645	10,450	10,450

**CAPITALIZED ASSETS**

62-74 Other	0	0	44,000	44,000
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<b>Expenditures - Total</b>	<b>61,423</b>	<b>85,881</b>	<b>174,252</b>	<b>174,252</b>
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<b>Net Cost</b>	<b>(66,457)</b>	<b>(44,325)</b>	<b>48,839</b>	<b>48,839</b>
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# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator



## BU 8476 – CSA #16 Paradise Valley (Fund 276)

### DEPARTMENT OVERVIEW

Budget unit 8476 provides the funding for operation and maintenance of the potable water system in County Service Area #16 – Paradise Valley Water, on the north shore of Clear Lake. This system contains 71 single family dwelling unit connections.

We have received an emergency drought grant from the Department of Water Resources (DWR) to construct an intertie pipeline to the Clearlake Oaks County Water District. This will allow us to proceed with a consolidation with that system.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide continuous water service that complies with State and Federal regulations in the most cost effective manner
- Continue the consolidation with Clearlake Oaks County Water District

### GOALS IN FY 2018-19

- Continue to provide continuous water service that complies with State and Federal regulations in the most cost effective manner
- Complete the consolidation with Clearlake Oaks County Water District

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8476 – CSA #16 Paradise Valley

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 71-21 Water/Sales & Svcs – User fees are the primary source of funding for this budget unit.

### **Services & Supplies**

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Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance and operation of potable water system

Acct. 23-77 Prof & Spec Svcs/Labor-In House – Maintenance and operation of potable water system

### **Capital Assets**

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Acct. 63-04 Construction in Progress/Water – Clearlake Oaks Intertie Valve Project

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 276 Function CSA #16-Paradise Valley		Budget Unit 8476 - CSA #16 Paradise Valley Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	3,020	2,094	1,535	1,535
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**INTERGOVERNMENT REVENUES**

54-90 Other	8,583	2,276	340,563	340,563
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**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	10,315	6,935	7,850	7,850
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**OTHER REVENUES**

71-21 Sales & Svcs Misc	58,566	61,632	58,714	58,714
71-25 Water Collection-Tax Roll	0	94	0	0
71-26 Reconnections	179	80	45	45
71-51 Special Assmt-Cap Imp	24,454	25,266	24,026	24,026
71-90 Other Contributions	14	116,585	469,530	469,530

<b>Revenue - Total</b>	<b>105,131</b>	<b>214,962</b>	<b>902,263</b>	<b>902,263</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	118	120	180	180
17-00 Maintenance-Equipment	2,937	1,464	6,500	6,500
18-00 Maint-Bldgs & Imprvmts	612	783	2,200	2,200
23-77 Labor-In House	12,844	14,302	24,955	24,955
23-80 Professional & Specialize	432	438	632	632
23-89 Spec Dist Admin's Svcs	43,029	43,038	48,553	48,553
23-90 Administrative Services	502	874	800	800
28-30 Supplies & Services	4,937	4,511	3,200	3,200
30-00 Utilities	9,122	6,545	6,500	6,500
42-11 Advances	0	0	200,000	200,000

**CONSTRUCTION IN PROGRESS**

63-04 Water Systems	6,688	113,448	814,162	814,162
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<b>Expenditures - Total</b>	<b>81,221</b>	<b>185,523</b>	<b>1,107,682</b>	<b>1,107,682</b>
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<b>Net Cost</b>	<b>(23,910)</b>	<b>(29,439)</b>	<b>205,419</b>	<b>205,419</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8478 – CSA #18 Starview (Fund 278)

### DEPARTMENT OVERVIEW

Budget unit 8478 provides the funding for the operation and maintenance of the potable water system in County Service Area #18 – Starview Water System.

This system is in the Cobb Mountain area. Prior to the Valley Fire, it contained 151 single family dwelling unit connections. It now has 75 connections.

The water system was completely repaired and or replaced after the Valley Fire.

### ACCOMPLISHMENTS IN FY 2017-18

- Complete Valley Fire repairs and replacement
- Utilize FEMA Mitigation funds to upgrade system for fire suppression capabilities
- Maintain compliance with all health and safety regulations
- Provide safe, dependable drinking water to all of our customers
- Began to implement consolidation project of Cobb Area Water systems

### GOALS IN FY 2018-19

- Continue with consolidation of Cobb area water systems
- Continue to maintain compliance with all health and safety regulations
- Continue to provide safe, dependable drinking water to all of our customers
- Continue to promote awareness, protection and conservation of our natural resources & environment

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8478 – CSA #18 Starview

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 71-21 Water/Sales & Svcs – User fees are the primary source of funding for this budget unit.

### **Services & Supplies**

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Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance and operation of potable water system

Acct. 23-77 Prof & Spec Svcs/Labor-In House – Maintenance and operation of potable water system

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 278 Function CSA #18-Starview Water		Budget Unit 8478 - CSA #18 Starview Water Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	116	0	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	8,835	5,385	6,715	6,715
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	18,984	0	0
55-40 Disaster Relief	0	75,938	0	127,000

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	295	442	300	300
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**OTHER REVENUES**

71-21 Sales & Svcs Misc	13,754	30,015	21,319	21,319
71-22 Capacity Expansion Fee	2,000	0	0	0
71-23 Connection Fee	525	0	0	0
71-25 Water Collection-Tax Roll	585	0	0	0
71-26 Reconnections	135	95	100	100

**MISCELLANEOUS**

79-90 Miscellaneous	158	0	0	0
79-91 Cancelled Checks	14	0	0	0
79-93 Insurance Proceeds	0	526,628	0	0

**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	0	637,573	0	0
80-93 Advance To Other Fund	0	(70,000)	0	0

<b>Revenue - Total</b>	<b>26,417</b>	<b>1,225,060</b>	<b>28,434</b>	<b>155,434</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	808	809	900	900
17-00 Maintenance-Equipment	452	3,317	3,500	3,500
18-00 Maint-Bldgs & Imprvmts	856	850	2,675	2,675
23-77 Labor-In House	21,638	27,126	27,126	27,126
23-80 Professional & Specialize	250	600	1,000	1,000
23-89 Spec Dist Admin's Svcs	20,416	17,746	16,447	16,447
23-90 Administrative Services	188	1,501	1,375	1,375
28-30 Supplies & Services	2,131	8,781	7,744	7,744
30-00 Utilities	1,073	3,444	5,180	5,180
42-11 Advances	0	0	0	497,894
48-00 Taxes & Assessments	7	8	9	9

**CONSTRUCTION IN PROGRESS**

63-04 Water Systems	693,133	1,245,381	0	0
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<b>Expenditures - Total</b>	<b>740,952</b>	<b>1,309,564</b>	<b>65,956</b>	<b>563,850</b>
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<b>Net Cost</b>	<b>714,535</b>	<b>84,504</b>	<b>37,522</b>	<b>408,416</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8480 – CSA #20 Soda Bay (Fund 280)

### DEPARTMENT OVERVIEW

Budget unit 8480 provides the funding for operation and maintenance of the potable water system in County Service Area #20 – Soda Bay Water on the southwest shore of Clear Lake. This system contains 749 single family dwelling unit connections. There is also a small area served by lighting with seven street lights.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide high quality customer service
- Maintain compliance with all health and safety regulations
- Provide safe, dependable drinking water to all of our customers
- Secured grant funding for new ozone unit
- Secured Hazard Mitigation funding to replace redwood storage tanks
- Promoting awareness, protection and conservation of our natural resources & environment

### GOALS IN FY 2018-19

- Continue to provide high quality customer service
- Continue to maintain compliance with all health and safety regulations
- Continue to provide safe, dependable drinking water to all of our customers
- Continue to promote awareness, protection and conservation of our natural resources & environment
- Secure grant funding for treatment plant upgrades
- Complete storage tank replacement project
- Complete Ozone Replacement Project

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8480 – CSA #20 Soda Bay

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 71-21 Water/Sales & Svcs – User fees are the primary source of funding for this budget unit.

### Services & Supplies

---

Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance and operation of potable water system

Acct. 23-77 Prof & Spec Svcs/Labor-In House – Maintenance and operation of potable water system

### Capital Assets

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Acct. 62-72 Cap Fixed Asset-Equip/Autos& Trucks – 4x4 vehicle to access tanks during winter weather conditions.

Acct. 63-04 Construction in Progress/Water – Tank Replacement and Ozone Replacement

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 280 Function CSA #20-Soda Bay Water		Budget Unit 8480 - CSA #20 Soda Bay Water Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	280	268	300	300
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**USE OF MONEY & PROPERTY**

42-01 Interest	3,782	4,519	3,100	3,100
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	882	0	0
54-90 Other	0	0	761,328	161,328
55-40 Disaster Relief	0	3,600	0	600,000

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	11,071	10,667	9,500	9,500
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**OTHER REVENUES**

70-51 Special Assmt-Cap Imp	65,417	67,016	63,200	63,200
71-21 Sales & Svcs Misc	388,857	404,192	388,000	388,000
71-22 Capacity Expansion Fee	49,884	0	0	0
71-23 Connection Fee	2,180	2,180	0	0
71-25 Water Collection-Tax Roll	4,518	2,578	4,500	4,500
71-26 Reconections	2,276	3,025	2,220	2,220
71-50 Special Assmt-Loans	44,363	84,755	65,000	65,000
71-90 Other Contributions	1,987	2,076	1,950	1,950

**MISCELLANEOUS**

79-90 Miscellaneous	1	1,050	0	0
79-91 Cancelled Checks	211	0	0	0

<b>Revenue - Total</b>	<b>574,827</b>	<b>586,807</b>	<b>1,299,098</b>	<b>1,299,098</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	7,067	7,370	7,152	7,152
14-00 Household Expense	216	418	500	500
17-00 Maintenance-Equipment	12,470	15,234	20,000	20,000
18-00 Maint-Bldgs & Imprvmts	20,453	16,767	121,075	121,075
19-40 Medical Supplies	202	0	100	100
23-77 Labor-In House	74,281	75,841	75,841	75,841
23-80 Professional & Specialize	105,494	88,530	97,465	97,465
23-89 Spec Dist Admin's Svcs	134,822	150,342	141,747	141,747
23-90 Administrative Services	4,655	7,204	6,598	6,598
27-00 Small Tools & Instruments	988	788	4,250	4,250
28-30 Supplies & Services	7,989	31,128	86,254	86,254
30-00 Utilities	68,328	71,251	72,500	72,500
38-00 Inventory Items	0	593	0	0
48-00 Taxes & Assessments	42	46	94	94

**CAPITALIZED ASSETS**

62-72 Autos & Light Trucks	0	0	40,000	40,000
62-74 Other	0	0	0	10,000

**CONSTRUCTION IN PROGRESS**

63-04 Water Systems	0	3,060	961,328	961,328
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<b>Expenditures - Total</b>	<b>437,007</b>	<b>468,572</b>	<b>1,634,904</b>	<b>1,644,904</b>
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<b>Net Cost</b>	<b>(137,820)</b>	<b>(118,235)</b>	<b>335,806</b>	<b>345,806</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8481 – CSA #21 North Lakeport (Fund 281)

### DEPARTMENT OVERVIEW

Budget unit 8481 provides funding for the operation and maintenance of the potable water system in County Service Area #21 – North Lakeport Water. This system contains 1,751 single family dwelling unit connections.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide high quality customer service
- Maintain compliance with all health and safety regulations
- Provide safe, dependable drinking water to all of our customers
- Completed Engineering and Design of Treatment Plant Upgrades
- Submitted application for funding of treatment plant upgrades
- Promoting awareness, protection and conservation of our natural resources & environment

### GOALS IN FY 2018-19

- Continue to provide high quality customer service
- Continue to maintain compliance with all health and safety regulations
- Continue to provide safe, dependable drinking water to all of our customers
- Continue to promote awareness, protection and conservation of our natural resources & environment
- Secure grant funding for treatment plant upgrades
- Replace GAC media for treatment process

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8481 – CSA #21 North Lakeport

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 71-21 Water/Sales & Svcs – User fees are the primary source of funding for this budget unit.

### **Services & Supplies**

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Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance and operation of potable water system

Acct. 23-77 Prof & Spec Svcs/Labor-In House – Maintenance and operation of potable water system

### **Capital Assets**

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Acct. 62-72 Cap Fixed Asset/Equip-Autos& Trucks – Replace 22 year old truck

Acct. 62-74 Cap Fixed Asset/Equip-Other – GAC Media Replacement, Ozone Compliance Equipment

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 281 Function CSA #21-North Lkpt Water		Budget Unit 8481 - CSA #21 N Lakeport Water Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	170	2,917	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	7,613	14,665	8,512	8,512
42-10 Rents & Concessions	0	1,200	1,200	1,200

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	10,980	12,254	11,500	11,500
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**OTHER REVENUES**

71-21 Sales & Svcs Misc	664,361	691,583	663,500	663,500
71-22 Capacity Expansion Fee	11,874	10,354	5,000	5,000
71-23 Connection Fee	8,030	1,996	2,000	2,000
71-25 Water Collection-Tax Roll	4,023	8,295	3,150	3,150
71-26 Reconnections	7,083	7,955	5,500	5,500
71-90 Other Contributions	1,209	1,305	1,150	1,150

**MISCELLANEOUS**

79-90 Miscellaneous	208	1,537	0	0
79-91 Cancelled Checks	119	55	0	0

**OTHER FINANCING SOURCES**

81-31 Residual Equity Transfer	821,405	0	0	0
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<b>Revenue - Total</b>	<b>1,537,075</b>	<b>754,116</b>	<b>701,512</b>	<b>701,512</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	3,511	2,708	3,588	3,588
14-00 Household Expense	496	730	3,000	3,000
15-13 Fire & Allied Cvrsgs	0	0	47	47
17-00 Maintenance-Equipment	42,190	43,620	83,000	83,000
18-00 Maint-Bldgs & Imprvmts	41,192	36,141	172,502	172,502
19-40 Medical Supplies	202	0	100	100
23-77 Labor-In House	95,158	150,683	156,126	156,126
23-80 Professional & Specialize	31,284	33,485	51,612	51,612
23-89 Spec Dist Admin's Svcs	193,751	207,380	208,444	208,444
23-90 Administrative Services	8,738	14,587	13,299	13,299
27-00 Small Tools & Instruments	1,149	1,127	1,200	1,200
28-30 Supplies & Services	27,264	43,690	43,726	43,726
30-00 Utilities	128,399	132,552	161,440	161,440
38-00 Inventory Items	0	435	1,300	1,300
48-00 Taxes & Assessments	5	6	7	7

**CAPITALIZED ASSETS**

62-72 Autos & Light Trucks	0	0	35,000	35,000
62-74 Other	0	28,025	139,000	139,000

**CONSTRUCTION IN PROGRESS**

63-04 Water Systems	6,496	0	0	0
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<b>Expenditures - Total</b>	<b>579,834</b>	<b>695,168</b>	<b>1,073,391</b>	<b>1,073,391</b>
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<b>Net Cost</b>	<b>(957,240)</b>	<b>(58,947)</b>	<b>371,879</b>	<b>371,879</b>
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# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8482 – CSA #22 Mt. Hannah (Fund 282)

### DEPARTMENT OVERVIEW

Budget unit 8482 provides for the operation and maintenance of the potable water system in County Service Area#22 – Mt. Hannah Water. This system is in the Cobb Mountain area adjacent to Highway 175 and contains 40 single family dwelling unit connections.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide high quality customer service
- Maintain compliance with all health and safety regulations
- Provide safe, dependable drinking water to all of our customers
- Promoting awareness, protection and conservation of our natural resources & environment
- Implement Consolidation Project for Cobb Mountain Water Systems

### GOALS IN FY 2018-19

- Continue to provide high quality customer service
- Continue to maintain compliance with all health and safety regulations
- Continue to provide safe, dependable drinking water to all of our customers
- Continue to promote awareness, protection and conservation of our natural resources & environment
- Continue consolidation project for Cobb Mountain Water Systems

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8482 – CSA #22 Mt Hannah

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 71-21 Water/Sales & Svcs – User fees are the primary source of funding for this budget unit.

### Services & Supplies

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Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance and operation of potable water system

Acct. 23-77 Prof & Spec Svcs/Labor-In House – Maintenance and operation of potable water system

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 282 Function CSA #22-Mount Hannah Wtr		Budget Unit 8482 - CSA #22 Mt Hannah Water Activity County Service Areas		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	0	12	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	103	163	100	100
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**INTERGOVERNMENT REVENUES**

54-90 Other	138,180	7,450	0	0
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**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	4,170	736	650	650
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**OTHER REVENUES**

71-21 Sales & Svcs Misc	19,173	19,446	21,500	21,500
71-23 Connection Fee	450	322	0	0
71-25 Water Collection-Tax Roll	126	78	150	150
71-26 Reconnections	396	639	395	395
71-50 Special Assmt-Loans	2,252	2,468	2,160	2,160
71-51 Special Assmt-Cap Imp	3,602	3,884	3,600	3,600

**OTHER FINANCING SOURCES**

80-92 Advance From Other Fund	120,000	0	0	0
80-93 Advance To Other Fund	(120,000)	0	0	0

<b>Revenue - Total</b>	<b>168,452</b>	<b>35,198</b>	<b>28,555</b>	<b>28,555</b>
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**SERVICES AND SUPPLIES**

17-00 Maintenance-Equipment	891	117	3,500	3,500
18-00 Maint-Bldgs & Imprvmts	1,077	1,031	1,500	1,500
23-77 Labor-In House	11,785	11,698	7,520	7,520
23-80 Professional & Specialize	250	100	100	100
23-89 Spec Dist Admin's Svcs	6,231	4,668	4,413	4,413
23-90 Administrative Services	265	437	400	400
28-30 Supplies & Services	5,410	4,362	4,200	4,200
30-00 Utilities	1,455	2,161	2,800	2,800
42-11 Advances	3,900	18,000	6,000	6,000
48-00 Taxes & Assessments	61	67	122	122

**CONSTRUCTION IN PROGRESS**

63-04 Water Systems	135,278	0	0	0
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<b>Expenditures - Total</b>	<b>166,604</b>	<b>42,641</b>	<b>30,555</b>	<b>30,555</b>
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<b>Net Cost</b>	<b>(1,848)</b>	<b>7,443</b>	<b>2,000</b>	<b>2,000</b>
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# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator



## BU 8593 – Kelseyville Waterworks (Fund 293)

### DEPARTMENT OVERVIEW

Budget unit 8593 provides funding for the operation and maintenance of the water and wastewater systems for Kelseyville County Waterworks District #3. The water system serves 1,363 single family dwelling unit connections, while the wastewater system serves 1,374 single family dwelling unit connections.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide high quality customer service
- Maintain compliance with all health and safety regulations
- Provide safe, dependable drinking water to all of our customers
- Promoting awareness, protection and conservation of our natural resources & environment
- Install Solar array to generate power for the sewer treatment plant

### GOALS IN FY 2018-19

- Continue to provide high quality customer service
- Continue to maintain compliance with all health and safety regulations
- Continue to provide safe, dependable drinking water to all of our customers
- Continue to promote awareness, protection and conservation of our natural resources & environment
- Inspect and repair lines to avoid inflow and infiltration where possible

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8593 – Kelseyville Waterworks

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 71-21 Water/Sales & Svc – User fees are the primary source of funding for this budget unit.  
Acct. 70-40 Sewer/Sales & Svc – User fees are the primary source of funding for this budget unit

### Services & Supplies

---

Acct. 18-00 Maintenance/Bldgs & Imp – Maintenance and operation of potable water system and sewer system  
Acct. 23-77 Prof & Spec Svcs/Labor-In House – Maintenance and operation of potable water system and Sewer system

### Capital Assets

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Acct. 62-72 Cap Fixed Asset/Equip/Auto & Light Trucks – 1/2 ton 4WD Pick up Truck  
Acct. 62-74 Cap Fixed Asset/Equip/Other – DCL\* ZCOOR Correlating Logger System, Replacement controls for Lift Station #1

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 293 Function Co Wtrwrks Dist #3 Kville		Budget Unit 8593 - Co Wtrwrks Dist #3 Kville Activity Co Wtrwrks Dist #3 Kville		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	101,431	105,712	106,101	106,101
10-20 Current Unsecured	2,283	2,325	2,214	2,214
10-25 Supp 813-Current	368	1,500	342	342
10-35 Supp 813-Prior	174	178	138	138
10-40 Prior Unsecured	77	75	62	62

**FINES, FORFEIT, PENALTIES**

31-95 Penalties & Cost on Delq	2,277	0	0	0
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**USE OF MONEY & PROPERTY**

42-01 Interest	6,045	6,166	5,456	5,456
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**INTERGOVERNMENT REVENUES**

54-40 Disaster Relief	0	242	0	0
54-60 HOPTR	1,259	1,208	660	660
54-70 Disaster Rev Loss Backfil	4,920	0	0	0
55-40 Disaster Relief	0	972	0	0

**CHARGES FOR SERVICES**

66-50 Auditing & Accounting	7,102	7,074	7,145	7,145
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**OTHER REVENUES**

70-40 Sales and Service	286,186	294,806	281,340	281,340
70-42 Capacity Expansion Fee	0	50	0	0
70-51 Special Assmt-Cap Imp	132,915	136,637	131,180	131,180
71-21 Sales & Svcs Misc	365,875	398,285	352,000	352,000
71-23 Connection Fee	525	0	0	0
71-25 Water Collection-Tax Roll	3,977	2,058	2,225	2,225
71-26 Reconections	7,179	5,490	4,625	4,625
71-93 Other Contrib CL State Pk	4,127	4,996	4,750	4,750

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	9,326	0	0	0
79-90 Miscellaneous	20	50	0	0
79-91 Cancelled Checks	26	21	30	30

<b>Revenue - Total</b>	<b>936,092</b>	<b>967,844</b>	<b>898,268</b>	<b>898,268</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	7,640	7,794	8,290	8,290
14-00 Household Expense	4,046	5,147	5,300	5,300
15-13 Fire & Allied Cvrsg	0	0	696	696
17-00 Maintenance-Equipment	34,461	39,528	40,800	40,800
18-00 Maint-Bldgs & Imprvmts	36,312	53,160	66,205	66,205
23-77 Labor-In House	267,914	309,344	447,332	447,332
23-80 Professional & Specialize	42,707	30,969	76,250	76,250
23-89 Spec Dist Admin's Svcs	225,490	228,367	206,434	206,434
23-90 Administrative Services	6,730	6,956	9,142	9,142
25-00 Rents & Leases-Equipment	0	0	400	95,580
27-00 Small Tools & Instruments	1,993	2,377	6,000	6,000
28-30 Supplies & Services	49,742	66,957	55,941	55,941
30-00 Utilities	183,736	230,138	215,000	215,000
38-00 Inventory Items	17,757	3,904	10,900	10,900
48-00 Taxes & Assessments	60	81	74	74

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 293 Function Co Wtrwrks Dist #3 Kville		Budget Unit 8593 - Co Wtrwrks Dist #3 Kville Activity Co Wtrwrks Dist #3 Kville		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CAPITALIZED ASSETS**

61-60 Current	0	17,106	0	0
62-72 Autos & Light Trucks	45,880	33,373	30,000	30,000
62-74 Other	0	0	26,500	26,500

**OTHER FINANCING USES**

80-80 Interfund Reimbursements	(30,107)	(23,717)	0	0
<b>Expenditures - Total</b>	<b>894,362</b>	<b>1,011,485</b>	<b>1,205,264</b>	<b>1,300,444</b>
<b>Net Cost</b>	<b>(41,730)</b>	<b>43,641</b>	<b>306,996</b>	<b>402,176</b>

# SPECIAL DISTRICTS

JAN COPPINGER, Administrator



## BU 8695 – Special Districts Administration (Fund 295)

### DEPARTMENT OVERVIEW

The Special Districts Administration (SDA) is the water and wastewater agency of the County of Lake. Special Districts oversees the operation of ten water systems and four wastewater systems serving over 40,000 people in twenty-one communities. SDA also oversees street lighting districts, some roads, bridges, dams and a campground.

Our mission includes:

- Provision of high quality customer service.
- Protection of the environment.
- Support for local economic development with community infrastructure.
- Providing safe, dependable drinking water to all of our customers in each of our water districts.
- Maintain the safe collection, transfer & treatment of waste water throughout our sewer districts.
- Promoting awareness, protection and conservation of our natural resources & environment.

Special Districts manages 27 separate, independent budget units with a combined total of \$25 million. Each district is self-supporting and none of our districts utilize General Fund money.

With a staff of 46 trained and certified professionals, we provide coverage throughout the entire county 365 days of the year.

### ACCOMPLISHMENTS IN FY 2017-18

- Provide high quality customer service
- Maintain compliance with all health and safety regulations
- Provide safe, dependable drinking water to all of our customers
- Promoting awareness, protection and conservation of our natural resources & environment
- Install Solar array to generate power for the sewer treatment plant

# SPECIAL DISTRICTS

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JAN COPPINGER, Administrator  
BU 8695 – Special Districts Administration

## GOALS IN FY 2018-19

- Continue to provide high quality customer service
- Continue to maintain compliance with all health and safety regulations
- Continue to provide safe, dependable drinking water to all of our customers
- Continue to promote awareness, protection and conservation of our natural resources & environment
- Inspect and repair lines to avoid inflow and infiltration where possible

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 66-51 Charges for Svcs/ Accounting Fees SDA – This budget is funded by the districts we serve

### Services & Supplies

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Acct. 17-00 Maintenance/Equipment – Maintain vehicle fleet and other equipment

Acct. 29-50 Transportation & Travel – Fuel and mileage expenses for all vehicles

Acct. 29-51 Transportation & Travel/Central Garage – Central garage expenses for pooled vehicles

### Capital Assets

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Acct. 62-74 Cap Fixed Asset/Equip/Other – CCTV Inspective Cameras

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 295 Function Special Districts Admin		Budget Unit 8695 - Special Districts Admin Activity Administration		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	3,337	4,444	3,995	3,995
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**INTERGOVERNMENT REVENUES**

56-01 Other	153,504	0	0	0
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**CHARGES FOR SERVICES**

66-10 Planning & Engineering	0	90	0	0
66-11 Subdivision Insp Fees	47	26	0	0
66-50 Auditing & Accounting	1,248	791	2,000	2,000
66-51 Accounting Fees S.D.A.	3,940,431	4,185,302	4,457,620	4,457,620

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	0	159	200	200
79-90 Miscellaneous	2,092	0	0	0
79-91 Cancelled Checks	125	0	0	0

<b>Revenue - Total</b>	<b>4,100,784</b>	<b>4,190,812</b>	<b>4,463,815</b>	<b>4,463,815</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	1,945,411	2,169,517	2,362,748	2,362,748
01-12 Extra Help	49,527	15,524	49,734	49,734
01-13 OT, Holiday, Stby	163,880	123,716	162,068	162,068
01-14 Other, Term	42,068	9,978	17,820	17,820
02-21 FICA	162,854	172,242	181,407	181,407
02-22 PERS	289,046	349,716	419,648	419,648
03-30 Health/Life	332,938	371,651	414,929	414,929
03-31 Unemployment	6,498	5,702	16,590	16,590
03-32 Opt Out	12,861	10,000	7,200	7,200
04-00 Worker's Compensation	133,052	107,163	139,425	139,425

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	10,582	15,917	19,500	19,500
12-00 Communications	13,546	14,809	25,660	25,660
14-00 Household Expense	1,815	1,950	6,800	6,800
15-12 Public Liability	188,941	129,322	76,938	76,938
15-13 Fire & Allied Cvrgrs	11,952	10,399	12,075	12,075
17-00 Maintenance-Equipment	128,311	148,438	165,500	165,500
18-00 Maint-Bldgs & Imprvmts	13,906	8,454	23,027	23,027
19-40 Medical Supplies	0	192	500	500
20-00 Memberships	4,429	5,359	7,367	7,367
22-70 Supplies	33,467	32,820	38,970	38,970
22-71 Postage	36,326	40,446	48,500	48,500
22-72 Books & Periodicals	125	403	1,500	1,500
23-80 Professional & Specialize	50,445	59,880	85,600	85,600
23-90 Administrative Services	109,221	43,279	12,745	12,745
26-00 Rents & Leases-Bldg & Imp	0	0	500	500
27-00 Small Tools & Instruments	4,561	11,452	15,680	15,680
28-30 Supplies & Services	33,089	38,553	95,210	95,210
29-50 Transportation & Travel	24,724	27,763	66,000	66,000
29-51 Cent. Gar.-Pool Mlg ONLY	69,765	71,969	91,800	91,800
30-00 Utilities	12,972	10,725	17,532	17,532
38-00 Inventory Items	4,629	1,655	500	500
48-00 Taxes & Assessments	3	3	70	70
55-05 Seismic Monitoring Activ	153,371	0	0	0



Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 295 Function Special Districts Admin		Budget Unit 8695 - Special Districts Admin Activity Administration		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CAPITALIZED ASSETS**

62-72 Autos & Light Trucks	0	24,005	0	0
62-74 Other	27,700	3,996	40,000	40,000
<b>Expenditures - Total</b>	<b>4,072,014</b>	<b>4,036,996</b>	<b>4,623,543</b>	<b>4,623,543</b>
<b>Net Cost</b>	<b>(28,771)</b>	<b>(153,816)</b>	<b>159,728</b>	<b>159,728</b>

# AIR QUALITY MANAGEMENT DISTRICT

DOUGLAS GEARHART, Air Pollution Control Officer



## BU 8798 – Air Control Officer’s Special Programs (Fund 298)

### DEPARTMENT OVERVIEW

This Budget Unit, #8798 was created from the discontinued APCO’s Trust Fund. That fund was limited to enforcement related expenses (testing, litigation, expert witnesses, etc.) and specific special projects. A Designated Reserve for enforcement activities exists.

The 8798 budget, for administrative reasons, covers multi-year projects, grants, and processes and thus is not completely expended, though budgeted to cash balance on a yearly basis. Some projects and funding have explicit constraints on spending and accounting and are in this budget to ensure a separation from AQMD operational budget and state subvention supported activities.

### ACCOMPLISHMENTS IN FY 2017-18

- Replaced 2 school buses with the Carl Moyer Grant Funds.
- Woodstove Change out Program guidance adopted by CARB. Program should be implemented in FY 18/19.

### GOALS IN FY 2018-19

- Protect and preserve our air quality through an active and effective enforcement program that is adequately funded and has reserves for the unexpected situation as outlined in the purpose of the fund
- Adopt and adapt state and federal programs for air quality that require specialized project/grant specific fiscal tracking and accounting over a multi-year period utilizing the least complex method possible that is compatible with the County Auditor’s system and is compliant with program requirements

# AIR QUALITY MANAGEMENT DISTRICT

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DOUGLAS GEARHART, Air Pollution Officer  
BU 8798 – Air Control Officer's Special Programs

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	42-01	Revenue from Use of Money/Interest – Accrued interest on fund balance
Acct.	53-81	State Admin Funding/ ARB Funding – Multi-year and ongoing grants where funding use is specified by the grant and not part of the ongoing state subsidized portion of the air quality management program nor eligible to be claimed as a match expenditure.

### Services & Supplies

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Acct.	23-80	Prof & Spec Svcs – For enforcement purposes as necessary for expert witnesses, laboratory analysis, source testing, process evaluation, and/or trial preparation and special project consultants. Project includes hiring specialized consultant to review all LCAQMD Rules and Regulations and provide recommendations to update rules to current CA Health and Safety Code standards.
Acct.	23-90	Prof & Spec Svcs/ Administrative Services – Countywide Cost Allocation Plan (Reimbursement for services provided by other county departments.)
Acct.	28-30	Special Dept Exp/Supplies & Svcs – Public seminars, education, programs and recognition of individuals, companies and agencies when the Board of Directors endorses such. This shall include the use of funds in preparation for such activities when partial re-imbursement is anticipated from attendees at such functions (e.g., paying registration costs or other charges).
Acct.	28-73	Special Dept Exp/Moyer – Specialized programs in the advancement of air quality, or state and federal mandates when the Board of Directors endorses such programs.
Acct.	55-20	Other Charges/GAMP Data Mgmt System – Research or special programs on air quality that will utilize funds on a temporary basis and which are anticipated to generate income to reimburse the trust from revenue received after completion of work.

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

A new Woodstove Replacement Grant is anticipated to be available for FY 18/19. We have multiple years of Moyer Grant funds anticipated, with changes to the grant requirements, we are now able to fund some projects, such as school buses. We anticipate needing to hire a consultant to review our Rules and Regulations and recommend updates to meet current Health and Safety Code and Clean Air Act requirements.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 298 Function Air Control Spec Programs		Budget Unit 8798 - Air Cntrl Officer Sp Prog Activity Air Quality		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	2,127	3,763	5,500	5,500
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**INTERGOVERNMENT REVENUES**

53-81 ARB Funding	200,000	200,000	850,000	850,000
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<b>Revenue - Total</b>	<b>202,127</b>	<b>203,763</b>	<b>855,500</b>	<b>855,500</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	0	40,517	40,517
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23-90 Administrative Services	26	60	176	176
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28-30 Supplies & Services	0	0	22,200	22,200
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28-73 Moyer	0	330,000	1,129,204	1,129,204
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55-20 GAMP I Data Mgmt System	0	0	9,201	9,201
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<b>Expenditures - Total</b>	<b>26</b>	<b>330,060</b>	<b>1,201,298</b>	<b>1,201,298</b>
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<b>Net Cost</b>	<b>(202,101)</b>	<b>126,297</b>	<b>345,798</b>	<b>345,798</b>
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# AIR QUALITY MANAGEMENT DISTRICT

DOUGLAS GEARHART, Air Pollution Control Officer



## BU 8799 – Air Quality Management District (Fund 299)

### DEPARTMENT OVERVIEW

The mission of the Lake County Air Quality Management District (AQMD) is to maintain a proactive, effective air quality management program to protect and enhance air quality for residents and visitors of the Lake County Air Basin. This is accomplished by consistent application of State and Local laws and regulations with a priority to retaining our healthful air and our Ambient Air Quality Standards (AAQS) attainment designation. This accomplishment continues to be a shared responsibility of the community, regulated sources, Local, Federal and State agencies. The AQMD has primary responsibility for non-vehicle air emissions. The AQMD will continue to emphasize a technologically trained staff, advanced testing, monitoring and enforcement methods with an emphasis on significant air emission sources to include geothermal operations, area wide source management, NESHAP asbestos (building materials), outreach on serpentine (asbestos), and vegetative waste burning.

The AQMD implements Local, State, and Federal laws regulating stationary air emission sources. We desire to be proactive and participate in the permitting of area sources, ensuring large-scale development projects will be compatible with maintaining our attainment status through active participation in California Environmental Quality Act (CEQA) review and through coordination with other agencies such as the Community Development Department (CDD), Fire Protection Districts (FPD), and neighboring Air Districts. We implement our local serpentine/asbestos management program, to include assisting in development of ordinances, CDD plans, as well as follow-up with and outreach to other agencies. Additionally, we have been providing support and assistance to the abatement/resolution of the naturally occurring H<sub>2</sub>S Vent site in the City of Clearlake, providing monitoring assistance for emergency response situations, staff is working with Legislators and California Air Resources Board (ARB) to develop a funding mechanism to assist local truck fleet operators who cannot afford to upgrade their trucks, and staff is spending increased time in meetings with the ARB and other air districts to ensure the Lake County is recognized for its achievements as new regulations and/or requirements are pushed for other parts of the State (maintaining and active presence is essential to this goal). All of these activities are unfunded or underfunded, but are necessary activities.

# AIR QUALITY MANAGEMENT DISTRICT

DOUGLAS GEARHART, Air Pollution Officer  
BU 8799 – Air Quality Management District

## ACCOMPLISHMENTS IN FY 2017-18

- Maintained our Clean Air Attainment Status despite significant increases in EPA & ARB Quality Assurance requirements and updates to the monitoring program.
- Helped develop a Statewide Woodstove replacement program (to be introduced soon), which may fund 100% of the cost of upgrading to a clean woodstove for low-income residences who use wood as their primary heat source.
- Worked to develop a truck reuse program through ARB, which allows new trucks that are replaced in Urban areas to be reused in rural areas to replace much older trucks. This program has stalled at the State but we may be able to implement a local version but it will require significant local effort.
- Designed, built, and received EPA & ARB certification for new weigh room laboratory.
- Received EPA & ARB approval for relocation of Lakeport Air Monitoring Station. Process started in 2014 and took 3+ years of collaborating, included historic data review and submittals to ensure Attainment status was not affected.
- Permit issuances: Assessment and issuance of 20 new or modified project permits, Compliance review and issuance of 567 stationary source permits, review and issuance 135 Smoke Management plans with daily burn approval review during through the burn season.
- CEQA reviews (over 30 project reviewed and commented on)
- Monitoring at schools during wildfires and major incidents.
- Passed annual ARB audits for monitoring and laboratory.
- Collaborated with CalFire in an Online burn permit program (pilot project).

## GOALS IN FY 2018-19

- Protect and preserve our air quality and maintain attainment with all State AAQS,
- Adapt State and Federal programs governing stationary sources in an appropriate, fair, wise, responsible, and effective manner as possible. Enhance and preserve air quality while using an approach best adapted to local opportunities and benefits.
- Continue to improve the organization, and build staffing effectiveness with a special emphasis on training.
- Review our Rules and Regulations, as several rules and definitions are out of date and need to be updated to meet current standards.

# AIR QUALITY MANAGEMENT DISTRICT

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DOUGLAS GEARHART, Air Pollution Officer  
BU 8799 – Air Quality Management District

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct.	21-60	Permits/Other – Issuance of various permits in accordance with State law
Acct.	53-81	State Admin Funding/ ARB Funding – Subvention, PERP, etc.
Acct.	56-01	Other Federal/Other – CAPCOA – Federal Grant for PM2.5 Monitoring Program

### **Services & Supplies**

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Acct.	17-00	Maintenance/Equipment – Maintenance of all Air District equipment
Acct.	18-00	Maintenance/Bldgs & Imprvmnts – General maintenance of Air District buildings
Acct.	23-80	Prof & Spec Svcs – Laboratory analysis services, County Counsel Retainer, health testing for Staff and calibration.
Acct.	23-90	Prof & Spec Svcs/ Administrative Services – Countywide Cost Allocation Plan (Reimbursement for services provided by other county departments.)
Acct.	28-30	Special Dept Exp/Supplies & Svcs – Printing costs, laboratory and monitoring equipment supplies.

### **Capital Assets**

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Acct.	61-69	Cap FA-Bldgs & Imprvmnts/Prior – Solar Installation and Building Improvements.
Acct.	62-79	Cap. FA-Equipment – Air Monitoring Equipment

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

County Budget Act  
January 2010 Edition, revision #1

Fund 299 Function Air Quality Mgmt Dist		Budget Unit 8799 - Air Quality Mgmt District Activity Air Quality		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**PERMITS**

21-60 Other	479,444	560,962	634,320	634,320
21-64 Air Pollution Variance	0	0	3,000	3,000

**FINES, FORFEIT, PENALTIES**

31-70 Vehicle Code Fines	7	33	50	50
31-84 Civil Fines	11,000	30,332	80,000	80,000

**USE OF MONEY & PROPERTY**

42-01 Interest	3,017	1,807	3,000	3,000
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**INTERGOVERNMENT REVENUES**

53-81 ARB Funding	96,628	95,438	197,966	197,966
56-01 Other	21,610	29,900	11,610	11,610

**CHARGES FOR SERVICES**

69-20 Other	0	0	300	300
69-23 Air Monitoring	2,042	6,036	3,000	3,000

**MISCELLANEOUS**

79-50 Revenue Applic Prior Year	4,152	0	4,000	4,000
79-60 Sale of Fixed Assets	1,510	0	0	0
79-70 Other Sales-Miscellaneous	143	0	0	0
79-90 Miscellaneous	4,642	1,147	5,000	5,000
79-91 Cancelled Checks	0	86	0	0

<b>Revenue - Total</b>	<b>624,196</b>	<b>725,742</b>	<b>942,246</b>	<b>942,246</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	293,152	300,742	318,897	318,897
01-12 Extra Help	11,580	20,808	69,911	69,911
01-13 Overtime	1,384	4,319	3,500	3,500
01-14 Other, Term	13,346	11,178	4,890	4,890
02-21 FICA	23,898	24,662	30,211	30,211
02-22 PERS	44,468	49,180	73,501	73,501
03-30 Health/Life	47,401	47,441	48,216	48,216
03-31 Unemployment	945	935	2,914	2,914
04-00 Worker's Compensation	4,292	4,447	4,171	4,171

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	0	0	1,000	1,000
12-00 Communications	9,774	11,781	14,000	14,000
15-12 Public Liability	11,806	10,664	10,593	10,593
15-13 Fire & Allied Cvrsgs	725	782	2,627	2,627
17-00 Maintenance-Equipment	7,735	12,267	18,000	18,000
18-00 Maint-Bldgs & Imprvmts	8,932	11,151	35,000	35,000
19-40 Medical Supplies	6,987	4,619	9,000	9,000
20-00 Memberships	1,251	1,151	2,500	2,500
22-70 Supplies	2,994	1,888	4,000	4,000
22-71 Postage	1,627	1,771	3,000	3,000
22-72 Books & Periodicals	590	756	850	850
23-80 Professional & Specialize	29,926	18,725	35,000	35,000
23-90 Administrative Services	34,917	11,228	897	897
24-00 Publications & Legal Ntcs	685	1,039	1,500	1,500
26-00 Rents & Leases-Bldg & Imp	3,481	0	0	0



## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 299 Function Air Quality Mgmt Dist		Budget Unit 8799 - Air Quality Mgmt District Activity Air Quality			
Detail by Revenue Category and Expenditure Object		2016-17 Actual	2017-18	2018-19 Recommended	2018-19 Final Recommended
1		2	3	4	5
27-00	Small Tools & Instruments	0	835	1,000	1,000
28-30	Supplies & Services	3,712	4,132	26,000	26,000
29-50	Transportation & Travel	13,005	10,326	18,000	18,000
30-00	Utilities	16,439	19,244	20,000	20,000
38-00	Inventory Items	21,939	10,281	39,000	39,000
CAPITALIZED ASSETS					
61-69	Prior	94,398	73,062	109,046	109,046
62-79	Prior Years	0	11,111	60,000	60,000
OTHER FINANCING USES					
80-80	Interfund Reimbursements	(111)	0	0	0
90-91	Contingencies	0	0	20,000	20,000
Expenditures - Total		711,281	680,529	987,224	987,224
Net Cost		87,084	(45,213)	44,978	44,978

# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 8826 – Redevelopment Obligation (Fund 126)

### DEPARTMENT OVERVIEW

The Lake County Redevelopment Agency (RDA) was dissolved effective February 1, 2012, and as the successor agency to the RDA, the County was required to establish this fund pursuant to Health and Safety Code Section 34170.5(a). The purpose of this fund and budget unit is to provide staff services for the dissolution of the former RDA and to repay the housing loan and General Fund loans made by the County to the former Agency.

This budget unit is funded from money allocated in the Redevelopment Property Tax Trust Fund (RPTTF) and distributed by the Auditor/Controller based upon the RDA's Last and Final Recognized Obligation Payment Schedule (ROPS) which was approved by the State Department of Finance June 29, 2016.

In FY 18/19 the Administrative Cost Allowance (ACA) will decrease by \$90,472 for a total of \$26,693, and this will be the last year we will receive an Administrative Cost Allowance.

### ACCOMPLISHMENTS IN FY 2017-18

- The final loan payment was made on the SERAF (Supplemental Educational Revenue Augmentation Fund) loan
- Repayment of the General Fund was begun and Administrative Costs were reimburse

### GOALS IN FY 2018-19

- Loan payments on General Fund loan, with 20% payments going to RDA Housing (BU 8894)
- Reimbursement of Administrative Costs
- Assist Auditor/Controller in managing countywide Oversight Board which will be operational 7/1/18

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 8826 – Redevelopment Obligation

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 10-10 Property Taxes/Current Secured – RPTTF distributions for repayment of county loan

### Services & Supplies

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Acct. 42-11 Principal & Interest/Notes & Loans – Loan payment to General Fund (BU 1120)

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The allowable Administrative Cost Allowance is lower by \$90,000, and the loan repayments to the County General Fund reflect a decrease of \$6,853.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 126 Function Co RDA Oblig Retirement		Budget Unit 8826 - Redevelopment Obligations Activity *		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**TAXES**

10-10 Current Secured	368,115	313,381	135,274	135,274
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**USE OF MONEY & PROPERTY**

42-01 Interest	231	241	100	100
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**OTHER FINANCING SOURCES**

81-23 Out	0	(13,230)	(48,772)	(48,772)
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<b>Revenue - Total</b>	<b>368,346</b>	<b>300,392</b>	<b>86,602</b>	<b>86,602</b>
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**SERVICES AND SUPPLIES**

23-91 Intra-Div Services	6,076	117,165	26,693	26,693
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42-11 Advances	234,387	201,937	195,084	195,084
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52-10 Contib to Non-Co Gov Agen	7,690	0	632	632
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<b>Expenditures - Total</b>	<b>248,153</b>	<b>319,102</b>	<b>222,409</b>	<b>222,409</b>
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<b>Net Cost</b>	<b>(120,193)</b>	<b>18,710</b>	<b>135,807</b>	<b>135,807</b>
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# COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



## BU 8894 – Redevelopment Housing Successor Agency (Fund 938)

### DEPARTMENT OVERVIEW

The Lake County Redevelopment Agency (RDA) was dissolved effective February 1, 2012, and as the successor agency to the RDA, the County was required to establish this fund pursuant to Health and Safety Code Section 34176(d). The purpose of this fund and budget unit is to account for assets, liabilities and obligations of the former Low and Moderate Income Housing Fund (LMIHF) that was part of the now dissolved Lake County Redevelopment Agency. This fund is also known as "Low and Moderate Income Housing Asset fund (LMIHAF) ."

This budget unit is funded from money received from the Lake County Redevelopment Successor Agency, Fund No. 126, for repayment of General Fund loans made to the former redevelopment agency. Beginning in FY 17 /18 and continuing through FY 30/31, this fund will receive 20% of the loan repayments made from the former Redevelopment Agency to the General Fund. [H&S Code Section 34191.4(b)(2)(C)]

### ACCOMPLISHMENTS IN FY 2017-18

- Pursuant to the laws governing the dissolution of the Redevelopment Agencies, this budget unit is receiving funds for use on housing projects as more specifically detailed in H&S Code section 34176

### GOALS IN FY 2018-19

- Continue to collect funds for a future housing project(s)
- Begin discussions with Lake County Housing Authority regarding a plan to use these funds for housing projects allowed pursuant to H&S Code 34200, et seq. and Community Redevelopment Law, H&S Code 33000, et seq. relating to the Low and Moderate Income Housing Fund

# COUNTY ADMINISTRATIVE OFFICE

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CAROL J. HUCHINGSON, County Administrative Officer  
BU 8894 – Redevelopment Housing Successor Agency

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	42-01	Revenue from Use of Money/Interest – Receive interest on fund balance
Acct.	80-99	Loans Interim Financing/Subsequent Yr Adv Repay – Receive 20% on General Fund loan repayments

### Services & Supplies

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Acct.	23-80	Professional & Specialized Svcs – Annual payment for low income housing monitoring of Eskaton Senior Center
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### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The last payment on the Supplemental Educational Revenue Augmentation Fund (SERAF) loan in the amount of \$53,386 was made to this budget unit in July, 2017. Revenue for FY 18/19 will be lower by about \$40,000.

Detail of Financing Sources and Financing Uses  
 Government Funds  
 Fiscal Year 2018-19

County Budget Act  
 January 2010 Edition, revision #1

Fund 938 Function Housing Successor Agency		Budget Unit 8894 - RDA Housing Activity *		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	2,243	3,894	5,000	5,000
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**OTHER FINANCING SOURCES**

80-99 Subsequent Yr Adv Repay	234,387	53,386	0	0
81-22 In	0	13,230	48,772	48,772
<b>Revenue - Total</b>	<b>236,630</b>	<b>70,510</b>	<b>53,772</b>	<b>53,772</b>

**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	0	12,500	2,500	2,500
57-07 Housing Development Loans	0	0	562,688	537,972
<b>Expenditures - Total</b>	<b>0</b>	<b>12,500</b>	<b>565,188</b>	<b>540,472</b>

<b>Net Cost</b>	<b>(236,630)</b>	<b>(58,010)</b>	<b>511,416</b>	<b>486,700</b>
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# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



## BU 9905 – ISF Central Garage (Fund 905)

### DEPARTMENT OVERVIEW

The Central Garage (BU 9905) operation is an Internal Service Fund (ISF) that is responsible for providing safe and economical automobile and light truck transportation for all County departments. It maintains a "Pool" fleet of approximately 115 vehicles consisting of 70 sedans and 45 vans/station wagons/ pickup trucks/4-wheel drive vehicles. These vehicles are charged out to their respective assigned county departments on a mileage basis wherein the rates are established to cover the costs of operation and maintenance as well as to fund vehicle replacement. As a result of continued increases in the cost of new vehicles, the Division is proposing an increase of \$0.02/mile for replacement rates for both passenger vehicles and trucks.

### ACCOMPLISHMENTS IN FY 2017-18

- Maintained a high level of service for all customers who have their vehicles in the fleet
- Improved efficiency through the purchase and utilization of a new tire servicing station
- Completed purchase of several new vehicles to replace current pool vehicles that had reached the end of their useful life
- Added three new vehicles into the pool of vehicles and three rental vehicles from various Departments
- Designed and constructed an oil-filter crushing tool to comply with a new State Hazardous Material regulation, saving the Division thousands of dollars annually by being able to crush the filters in-house and not hiring an outside vendor to perform that service

### GOALS IN FY 2018-19

- Maintain the service level at Central Garage/ISF to the high standard and good value that our "customers" deserve and grow the fleet as other county departments learn about the services we perform
- Improve efficiency by outfitting the CG/ISF shop with upgraded vehicle diagnostic equipment software, and internet subscription, so staff may perform work that is currently sent to outside vendors
- Continue to promote the services of Central Garage with the intent of bringing more new vehicles into the Pool from other County Departments



# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director  
BU 9905 – ISF Central Garage

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 42-11	Rents & Concessions/Equipment Replacement – The other significant revenue source for this Division is vehicle replacement fees. These fees are also generated through monthly mileage charged for the vehicle usage. These fees are used to fund the replacement of the vehicle when it has reached the end of its useful life. This year's estimated revenue for replacement is \$125,500
Acct. 69-25	Other Current Services/Central Garage – The primary source of revenue for this Division is through the charges for vehicle usage. Mileage is tracked and charged to the various Departments who have vehicles assigned to them. This year's revenue estimate is \$585,664.

### Services & Supplies

Acct. 17-00	Maintenance/Equipment – This line item provides for parts and equipment needed for the vehicle maintenance (\$92,700)
Acct. 23-85	Prof & Specialized/DPW Services – Cost for DPW Admin Services (\$56,002)
Acct. 23-91	Prof & Specialized/Intra-Division Services – This line item covers the cost of purchasing mechanic services from BU 9911 (\$115,992)
Acct. 28-30	Special Department Exp – This line item covers the cost of fuel and other expenses (\$341,480)

### Capital Assets

Acct. 62-72	Cap. FA-Equipment/Autos & Light Trucks – This Budget Unit proposes the purchase of two (2) autos and three (3) trucks as replacements to current vehicles at an estimated cost of \$125,500
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### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The appreciable change in this Divisions budget for FY 18/19 is the proposed increase in replacement rates for autos and trucks. The Division last adjusted rates in FY 15/16 when we raised operation rates for passenger vehicles \$0.01 and operation and replacement rates for trucks by \$0.02 and \$0.01, respectively. For FY 18/19, we are proposing an increase of \$0.02 for replacement rates for both passenger vehicles and trucks. This increase is required to offset the increases in costs for new vehicles, which continue to escalate due to cost of living increases and the recently imposed tariffs on imported steel and aluminum.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 905 Function ISF-Central Garage		Budget Unit 9905 - Central Garage Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	5,584	5,813	6,500	6,500
42-11 Equipment Replacement	149,688	161,810	125,500	125,500

**CHARGES FOR SERVICES**

69-20 Other	25,177	19,356	11,000	11,000
69-25 Central Garage	357,298	389,926	585,664	598,892

**MISCELLANEOUS**

79-60 Sale of Fixed Assets	3,086	4,326	5,600	5,600
79-90 Miscellaneous	100	41	0	0
79-93 Insurance Proceeds	4,631	0	0	0

<b>Revenue - Total</b>	<b>545,564</b>	<b>581,273</b>	<b>734,264</b>	<b>747,492</b>
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**SERVICES AND SUPPLIES**

17-00 Maintenance-Equipment	69,706	69,780	92,700	92,700
22-72 Books & Periodicals	174	0	1,800	1,800
23-80 Professional & Specialize	450	525	490	490
23-85 DPW Services	41,065	46,488	56,002	56,002
23-91 Intra-Div Services	122,861	97,258	115,992	129,220
28-30 Supplies & Services	136,645	182,414	341,480	341,480
48-00 Taxes & Assessments	278	305	300	300

**CAPITALIZED ASSETS**

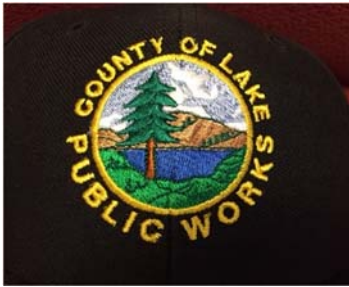
62-72 Autos & Light Trucks	119,336	115,544	125,500	125,500
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<b>Expenditures - Total</b>	<b>490,514</b>	<b>512,315</b>	<b>734,264</b>	<b>747,492</b>
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<b>Net Cost</b>	<b>(55,050)</b>	<b>(68,958)</b>	<b>0</b>	<b>0</b>
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# DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



## BU 9907 – ISF Heavy Equipment (Fund 907)

### DEPARTMENT OVERVIEW

The Heavy Equipment Maintenance Division (BU 9907) is an Internal Service Fund (ISF) that is responsible for performing scheduled services, maintenance, and repairs on approximately 128 pieces of equipment that are used by the Road Maintenance Division. Additionally, this division is responsible for administering the state-mandated Biennial Inspection Terminal (BIT). The BIT program consists of performing complete detailed inspections of all commercial trucks every 90 days, administering proficiency tests to every employee designated to drive commercial vehicles, keeping accurate weekly records on the operation and maintenance of these vehicles for review by the California Highway Patrol, and responding to the additional legal aspects required by the program.

This Division also coordinates and provides services, inspections and repairs for other County Departments that utilize heavy equipment and trucks to perform their operations such as Solid Waste, Agriculture Department, Special Districts and Flood Control.

This Division is self-supporting in that the County Road Department, who is the primary user of this Division's equipment, is charged an hourly rental rate on equipment used, which recovers operation/maintenance costs as well as a component for replacement costs. A five-year equipment replacement plan has been established which is reviewed and updated several times each year. In conjunction with the plan, approximately \$250,000 is programmed each year to fund that budget year's scheduled equipment replacement. Equipment replacement funding is generated with the hourly rates paid for equipment and as of last year that funding is tracked in BU 9908.

### ACCOMPLISHMENTS IN FY 2017-18

- Brought the Chip Sealing equipment to top condition and ready for the upcoming construction season
- Maintained equipment utilized by the Road Department and maximized their usage through efficient repairs and pro-active maintenance
- Sent newly hired technician to a DOT BIT inspection advanced training

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director  
BU 9907 – ISF Heavy Equipment

## GOALS IN FY 2018-19

- Improve efficiency by outfitting the CG/ISF shop with upgraded diagnostic tooling equipment so staff may perform work that is currently sent to outside vendors
- Send a senior technician to a diesel engine DPF (diesel particulate filter) training to increase his skill level in the use of the above diagnostic tool
- Continue to provide excellent maintenance and repair services to heavy equipment to maximize usage with minimum down-time

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

Acct. 42-10	Rents & Concessions – The primary source of revenue for this Budget Unit is through the charges for equipment usage. Hours of equipment use are tracked and charged to the Road Division who utilize the equipment in their day-to-day operations. This year's revenue estimate is \$873,363.
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### Services & Supplies

Acct. 17-00	Maintenance/Equipment – This line item provides for parts and equipment needed for equipment maintenance (\$250,650)
Acct. 23-85	Prof & Specialized/DPW Services – Cost for DPW Admin Services (\$55,658)
Acct. 23-91	Prof & Specialized/Intra-Division Services – This line item covers the cost of purchasing mechanic services from BU 9911 (\$347,975)
Acct. 28-30	Special Department Exp – This line item covers the cost of fuel and other expenses (\$212,910)

### Capital Assets

Acct. 62-73	Cap. FA-Equipment/Shop – This Budget Unit proposes the purchase of a specialized scan tool with computer software packages for the equipment we maintain at an estimated cost of \$7,500. This tool will allow the Division to perform scans on equipment rather than having to send the equipment to the vendor.
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### Contingencies

None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget..

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 907 Function ISF-Hvy Equip-Rental Op		Budget Unit 9907 - Heavy Equipment Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-10 Rents & Concessions	681,039	598,041	873,363	913,048
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**CHARGES FOR SERVICES**

69-20 Other	12,940	10,109	8,500	8,500
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**MISCELLANEOUS**

79-90 Miscellaneous	0	500	0	0
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<b>Revenue - Total</b>	<b>693,979</b>	<b>608,650</b>	<b>881,863</b>	<b>921,548</b>
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**SERVICES AND SUPPLIES**

17-00 Maintenance-Equipment	187,982	179,622	250,650	250,650
18-00 Maint-Bldgs & Imprvmts	0	0	1,000	1,000
22-72 Books & Periodicals	0	0	400	400
23-80 Professional & Specialize	725	750	820	820
23-85 DPW Services	38,508	41,909	55,658	55,658
23-91 Intra-Div Services	323,512	275,785	347,975	387,660
27-00 Small Tools & Instruments	2,244	4,502	4,950	4,950
28-30 Supplies & Services	138,837	153,026	212,910	212,910

**CAPITALIZED ASSETS**

62-73 Shop	0	0	7,500	7,500
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<b>Expenditures - Total</b>	<b>691,808</b>	<b>655,594</b>	<b>881,863</b>	<b>921,548</b>
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<b>Net Cost</b>	<b>(2,171)</b>	<b>46,943</b>	<b>0</b>	<b>0</b>
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# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director



## BU 9908-9909 – ISF Heavy Equipment Restricted and Replacement (Funds 908 & 909)

### DEPARTMENT OVERVIEW

BU 9908 was created specifically for equipment replacement in accordance with the Division's equipment replacement plan. This funding is generated from a portion of the hourly rates paid for equipment. BU 9909 is a special Budget Unit created to track equipment replacement funding and it only provides a small portion of revenue for BU 9908.

### ACCOMPLISHMENTS IN FY 2017-18

- Replaced and retrofitted four (4) pieces of equipment for California Air Resources Board (CARB) compliance
- Maintained equipment utilized by the Road Department and maximized their usage through efficient repairs and pro-active maintenance

### GOALS IN FY 2018-19

- Continue to provide excellent maintenance and repair services to heavy equipment to maximize usage with minimum down-time
- Continue to replace and/or retrofit equipment according to the Divisions equipment replacement schedule

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director

BU 9908-9909 – ISF Heavy Equipment, Restricted & Replacement

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct.	42-11	Rents & Concessions/Equipment Replacement – The primary source of revenue for this Budget Unit is through equipment replacement fees, which are a component of the hourly rate of each piece of equipment. Hours of equipment usage are tracked and charged to the Road Division who utilize the equipment in their day-to-day operations. This year's revenue estimate is \$254,257
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### Services & Supplies

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None

### Capital Assets

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Acct.	62-74	Cap FA- Equipment/Other – Three (3) diesel engine treatments for CARB compliance, transmission repair for grader, four (4) 3/4 ton pick-up trucks, forklift, and 4x4 utility service truck
Acct.	62-79	Cap FA -Equipment/Prior – 5-yard Dump Truck (2)

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget..

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 908 Function ISF-Hvy Equip-Restricted		Budget Unit 9908 - Heavy Equip-Restricted Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-11 Equipment Replacement	246,443	232,719	254,257	254,257
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**MISCELLANEOUS**

79-60 Sale of Fixed Assets	4,977	4,000	18,600	18,600
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**OTHER FINANCING SOURCES**

81-22 In	0	0	11	11
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<b>Revenue - Total</b>	<b>251,420</b>	<b>236,719</b>	<b>272,868</b>	<b>272,868</b>
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**CAPITALIZED ASSETS**

62-74 Other	278,508	62,501	301,000	301,000
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62-79 Prior Years	0	0	45,609	235,610
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<b>Expenditures - Total</b>	<b>278,508</b>	<b>62,501</b>	<b>346,609</b>	<b>536,610</b>
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<b>Net Cost</b>	<b>27,088</b>	<b>(174,218)</b>	<b>73,741</b>	<b>263,742</b>
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## Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 909 Function ISF-Hvy Equip-Replacement		Budget Unit 9909 - Heavy Equip-Replacement Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-11 Equipment Replacement	(6,920)	0	0	0
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**OTHER FINANCING SOURCES**

81-23 Out	0	0	(11)	(11)
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<b>Revenue - Total</b>	<b>(6,920)</b>	<b>0</b>	<b>(11)</b>	<b>(11)</b>
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<b>Net Cost</b>	<b>6,920</b>	<b>0</b>	<b>11</b>	<b>11</b>
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# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director



## BU 9911 – ISF Fleet Maintenance (Fund 911)

### DEPARTMENT OVERVIEW

BU 9911 is the Budget Unit that accounts for the personnel of the Division. Revenue is generated for this Budget Unit through the “sale” of labor services to the other Budget Units. Staff time is tracked and charged depending on the vehicle or equipment receiving the work.

### ACCOMPLISHMENTS IN FY 2017-18

- Provided quality, professional mechanic services for the maintenance and repair of vehicles and heavy equipment

### GOALS IN FY 2018-19

- Continue to provide excellent maintenance and repair services to vehicles and heavy equipment to maximize usage with minimum down-time
- Begin succession planning within the Division in anticipation of the Division Manager’s pending retirement

# DEPARTMENT OF PUBLIC WORKS

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SCOTT DE LEON, Director  
BU 9911 – ISF Fleet Maintenance

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 69-20 Other Current Service/Other – The primary source of revenue for this Budget Unit is through the “sale” of mechanic services to ISF Central Garage (BU 9905) and ISF Heavy Equipment (BU 9907). The compensation received is for actual direct labor charges and overhead which covers all indirect costs related to providing for staff and the facilities. This year’s revenue estimate is \$463,967

### Services & Supplies

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Acct. 23-90 Prof & Specialized Svcs/ Administrative Services – Countywide Cost Allocation Plan (Reimbursement for services provided by other county service departments.)

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget..

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 911 Function ISF-Fleet Maintenance		Budget Unit 9911 - Fleet Maintenance Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**CHARGES FOR SERVICES**

69-20 Other	446,373	373,043	463,967	516,880
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**MISCELLANEOUS**

79-50 Revenue Applic Prior Year	20	0	0	0
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<b>Revenue - Total</b>	<b>446,393</b>	<b>373,043</b>	<b>463,967</b>	<b>516,880</b>
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**SALARIES AND BENEFITS**

01-11 Permanent	246,453	212,808	241,626	241,626
01-12 Extra Help	0	1,295	0	0
01-13 OT, Holiday, Stby	0	25	2,500	2,500
01-14 Other, Term	3,473	2,991	3,473	3,473
02-21 FICA	18,869	16,307	18,941	18,941
02-22 PERS	36,424	34,238	42,915	42,915
03-30 Health/Life	55,305	50,626	55,446	55,446
03-31 Unemployment	625	630	1,716	1,716
03-45 Retiree OPEB	3,138	0	0	0
04-00 Worker's Compensation	34,386	31,691	30,603	30,603
05-01 Year End-PF*A/C Use only*	740	0	0	0

**SERVICES AND SUPPLIES**

11-00 Clothing & Personal Suppl	749	305	1,270	1,270
12-00 Communications	3,343	3,345	3,637	3,637
14-00 Household Expense	5,216	4,734	6,680	6,680
15-12 Public Liability	2,361	2,133	2,119	2,119
15-13 Fire & Allied Cvrsgs	12,317	9,810	10,536	10,536
17-00 Maintenance-Equipment	0	1,434	750	750
18-00 Maint-Bldgs & Imprvmnts	828	116	4,000	4,000
19-40 Medical Supplies	0	0	100	100
20-00 Memberships	0	0	100	100
23-80 Professional & Specialize	929	2,040	1,934	1,934
23-90 Administrative Services	21,638	19,625	16,268	16,268
24-00 Publications & Legal Ntcs	0	0	100	100
27-00 Small Tools & Instruments	1,451	1,230	4,180	4,180
28-30 Supplies & Services	1,269	1,609	2,475	2,475
29-50 Transportation & Travel	250	0	600	600
30-00 Utilities	8,762	9,014	11,998	11,998

**CAPITALIZED ASSETS**

62-73 Shop	0	8,699	0	0
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<b>Expenditures - Total</b>	<b>458,526</b>	<b>414,704</b>	<b>463,967</b>	<b>463,967</b>
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<b>Net Cost</b>	<b>12,133</b>	<b>41,661</b>	<b>0</b>	<b>(52,913)</b>
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# HUMAN RESOURCES DEPARTMENT

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PAMELA NICHOLS, Director



## BU 9917 – ISF Employee Health Wellness (Fund 917)

### DEPARTMENT OVERVIEW

This is an Internal Service Fund managed by the Human Resources Department. This Internal Service Fund is for the restricted purpose of employee health and wellness related to health, dental, and/or vision.

This ISF was initially funded by the unexpended residual of the County's prior self-funded Dental/Vision insurance.

The revenue for this fund is primarily interest accrued. Also, unanticipated revenues may be added if the usage of such revenues is restricted to health and wellness purposes.

### SUMMARY OF MAJOR ACCOUNTS

#### Revenues

Acct. 42-01 Revenue from Use of Money/Interest – Interest accrued on ISF

#### Services & Supplies

Acct. 28-30 Special Department Exp/Supplies & Services – Funds used for SHAPE Wellness Program and other programs/services related to health, dental and/or vision.

#### Capital Assets

None

#### Contingencies

None

### SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget..

Detail of Financing Sources and Financing Uses

County Budget Act

Government Funds

January 2010 Edition, revision #1

Fiscal Year 2018-19

Fund 917 Function Employee Health/Wellness		Budget Unit 9917 - Self-Funded Dental Vision Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	616	439	456	456
<b>Revenue - Total</b>	<b>616</b>	<b>439</b>	<b>456</b>	<b>456</b>

**SERVICES AND SUPPLIES**

28-30 Supplies & Services	35,579	0	54,340	54,340
<b>Expenditures - Total</b>	<b>35,579</b>	<b>0</b>	<b>54,340</b>	<b>54,340</b>
<b>Net Cost</b>	<b>34,963</b>	<b>(439)</b>	<b>53,884</b>	<b>53,884</b>

# HUMAN RESOURCES DEPARTMENT

PAMELA NICHOLS, Director



## BU 9918 – ISF Unemployment (Fund 918)

### DEPARTMENT OVERVIEW

This is an Internal Service Fund managed by the Human Resources Department that is used to pay the cost of unemployment claims that are filed by former County employees. Unemployment claims are investigated and administered by a third-party administrator (TPA) in coordination with HR staff. The County is required to pay the full cost of claims instead of paying a lump sum insurance premium to the State.

Revenues for this Internal Service Fund are from all County departments that will contribute 0.7% of their budgeted salaries for the unemployment claim costs this year.

### ACCOMPLISHMENTS IN FY 2017-18

- Timely response to all unemployment claims (86 as of April 10, 2018)
- HR Staff coordination of hearing notices
- Management of contract with TPA

### GOALS IN FY 2018-19

- Continue to be responsive to requests for information on unemployment claims from former County employees
- Provide prompt payment of unemployment claims to avoid fees and fines
- Payment of operational costs, including the contract with the TPA

# HUMAN RESOURCES DEPARTMENT

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PAMELA NICHOLS, Director  
BU 9918 – ISF Unemployment

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 42-01 Revenue from Use of Money/Interest – Interest accrued on ISF  
Acct. 79-90 Other/Miscellaneous – 0.7% of budgeted salaries in all County departments

### **Services & Supplies**

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Acct. 23-80 Prof & Specialized Svcs – Third Party Administration Fees  
Acct. 46-21 Claims & Judgments/Current Claims – Unemployment claims

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget..



County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 918 Function ISF-Unemployment Ins		Budget Unit 9918 - Unemployment Insurance Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	4,464	2,335	2,136	2,136
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**MISCELLANEOUS**

79-90 Miscellaneous	132,335	132,584	401,920	401,920
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**OTHER FINANCING SOURCES**

81-23 Out	(200,000)	0	0	0
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<b>Revenue - Total</b>	<b>(63,201)</b>	<b>134,919</b>	<b>404,056</b>	<b>404,056</b>
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**SERVICES AND SUPPLIES**

23-80 Professional & Specialize	757	757	1,000	1,000
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23-91 Intra-Div Services	2,700	2,700	2,700	2,700
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46-21 Current Claims	180,367	171,887	421,017	421,017
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<b>Expenditures - Total</b>	<b>183,824</b>	<b>175,344</b>	<b>424,717</b>	<b>424,717</b>
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<b>Net Cost</b>	<b>247,025</b>	<b>40,425</b>	<b>20,661</b>	<b>20,661</b>
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# COUNTY COUNSEL

ANITA L. GRANT, County Counsel



## BU 9919 – ISF Public Liability (Fund 919)

### DEPARTMENT OVERVIEW

The County Counsel's Office provides administrative risk management functions for the County relating to the County's public liability claims. This office oversees the selection of counsel to be appointed through the County's membership in the CSAC-Excess Insurance Authority, an independent joint powers authority that has created a risk-sharing pool of public entities. This Office participates in case management discussions, legal strategy review, and status updates on a regular and recurring basis. This office reviews all claims for damages that was made to the County, provides the third-party claims administrator with responses from the affected departments, and recommends outcomes.

### ACCOMPLISHMENTS IN FY 2017-18

- Implemented Target Solutions which provides departments with remote training opportunities in a number of employment and workplace safety related areas
- Improved process to settle claims when the County is at fault and to expand counsel selection
- Developed a process to ensure affected departments comment and respond to damages claims

### GOALS IN FY 2018-19

- In a recent meeting with staff of the County's third-party administrator, we have made it very clear that we require improved and more responsive service. This coming fiscal year, they will be monitored closely to ensure improved service.
- We will work to develop trending reports to reduce or prevent the occurrence of potential liability and will use Target Solutions to provide training to reduce workplace-related claims.

# COUNTY COUNSEL

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ANITA L. GRANT, County Counsel  
BU 9919 – ISF Public Liability

## SUMMARY OF MAJOR ACCOUNTS

### Revenues

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Acct. 79-90 Other/Miscellaneous – The source of funding for this budget is the revenue obtained through premiums charged to all County departments.

### Services & Supplies

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Acct. 15-10 Insurance/Other – Insurance premiums

Acct. 23-80 Prof & Specialized Svcs – Reimburse County Counsel for billable services

### Capital Assets

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None

### Contingencies

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

In the last two fiscal years, there have been significant case settlements. Although the attorneys fees and settlement costs are covered by the County's insurance coverage, such settlements nevertheless result in higher premiums payments for the County. The projected premium estimates for the liability program indicate a marked increase. Premiums are calculated largely on the basis of County losses, but do also include the losses of all members in the risk-sharing pool as well as the health of the insurance market nationally.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 919 Function ISF-Public Liab Ins		Budget Unit 9919 - Public Liability Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	12,649	19,366	25,000	25,000
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**MISCELLANEOUS**

79-90 Miscellaneous	1,686,129	1,498,095	1,250,000	1,250,000
79-91 Cancelled Checks	0	738	0	0
79-93 Insurance Proceeds	0	0	0	50,000

**OTHER FINANCING SOURCES**

80-99 Subsequent Yr Adv Repay	750,000	0	0	0
81-22 In	0	4,500,000	0	0

<b>Revenue - Total</b>	<b>2,448,778</b>	<b>6,018,199</b>	<b>1,275,000</b>	<b>1,325,000</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	40	0	400	400
15-10 Other	829,254	945,381	1,339,460	964,460
15-12 Public Liability	2,361	2,361	2,119	2,119
15-13 Fire & Allied Cvrsg	40	45	48	48
17-00 Maintenance-Equipment	0	0	100	100
20-00 Memberships	9,271	9,271	9,500	9,500
22-70 Supplies	57	32	150	150
22-71 Postage	0	0	50	50
23-80 Professional & Specialize	123,158	127,882	200,200	201,502
23-91 Intra-Div Services	39,072	25,827	75,927	75,927
28-30 Supplies & Services	0	0	0	25,000
29-50 Transportation & Travel	0	0	1,500	1,500
29-51 Cent. Gar.-Pool Mlg ONLY	0	0	300	300
38-00 Inventory Items	0	0	750	25,750
42-11 Advances	0	0	0	767,530
46-20 Judgements	(259,023)	4,500,000	618,693	226,163
46-23 Miscellaneous Uninsured	421,262	70,958	0	779,011

**OTHER FINANCING USES**

90-91 Contingencies	0	0	50,000	50,000
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<b>Expenditures - Total</b>	<b>1,165,491</b>	<b>5,681,756</b>	<b>2,299,197</b>	<b>3,129,510</b>
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<b>Net Cost</b>	<b>(1,283,287)</b>	<b>(336,444)</b>	<b>1,024,197</b>	<b>1,804,510</b>
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# COUNTY COUNSEL

ANITA L. GRANT, County Counsel



## BU 9920 – ISF Workers' Compensation (Fund 920)

### DEPARTMENT OVERVIEW

The County Counsel's Office provides services for the workers' compensation program, including general oversight of the County's third-party claims administrator. This office works with departments regarding driver safety and safety in the workplace issues, assists departments with reasonable accommodation discussions and return to work issues. This office has frequent telephone conferences regarding significant claims and hosts a quarterly comprehensive file review as well as a bi-annual in-person claims training for employees presented by the third-party administrator.

### ACCOMPLISHMENTS IN FY 2017-18

- Labor Code section 4850 provides full salary for a maximum of one year for safety employees who sustain an industrial injury. That benefit is paid by the County. We have reduced it by half. We have developed an effective and efficient team with our third-party administrator, the EIA, and service providers and are seeing marked decreases in premiums and in the duration and severity of claims.

### GOALS IN FY 2018-19

- Maintaining the successful programs and practices that are bringing County costs down
- Continue to devise strategic solutions to common workplace injuries, and continuing to use Target Solutions to offer web-based training for workplace safety
- Assist the County Safety Committee in using Target Solutions and other similar services provided through the EIA as employee safety resources

# COUNTY COUNSEL

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ANITA L. GRANT, County Counsel  
BU 9920 – ISF Workers’ Compensation

## SUMMARY OF MAJOR ACCOUNTS

### **Revenues**

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Acct. 79-90 Other/Miscellaneous – The source of funding for this budget is the revenue obtained through premiums charged to all County departments.

### **Services & Supplies**

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Acct. 15-10 Insurance/Other – Insurance premiums

Acct. 23-80 Prof & Specialized Svcs – Reimburse County Counsel for billable services

### **Capital Assets**

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None

### **Contingencies**

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None

## SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from prior years budget.

County Budget Act  
January 2010 Edition, revision #1

Detail of Financing Sources and Financing Uses  
Government Funds  
Fiscal Year 2018-19

Fund 920 Function ISF-Workers Compensation		Budget Unit 9920 - Workers Compensation Activity ISF		
Detail by Revenue Category and Expenditure Object	2016-17 Actual	2017-18 Estimated	2018-19 Recommended	2018-19 Final Recommended
1	2	3	4	5

**USE OF MONEY & PROPERTY**

42-01 Interest	3,249	8,823	15,000	15,000
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**MISCELLANEOUS**

79-90 Miscellaneous	3,571,479	3,204,098	3,150,000	3,150,000
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**OTHER FINANCING SOURCES**

81-22 In	200,000	0	0	0
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<b>Revenue - Total</b>	<b>3,774,728</b>	<b>3,212,921</b>	<b>3,165,000</b>	<b>3,165,000</b>
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**SERVICES AND SUPPLIES**

12-00 Communications	59	53	100	100
15-10 Other	3,336,722	2,950,041	3,212,000	3,212,000
20-00 Memberships	9,271	9,271	9,500	9,500
22-70 Supplies	125	21	250	250
22-71 Postage	0	1	50	50
23-80 Professional & Specialize	22,045	18,050	35,200	35,200
23-90 Administrative Services	0	0	11,633	11,633
23-91 Intra-Div Services	39,072	25,827	75,927	75,927
28-30 Supplies & Services	4,172	2,298	30,000	30,000
29-50 Transportation & Travel	0	0	3,700	3,700
29-51 Cent. Gar.-Pool Mlg ONLY	0	0	300	300
38-00 Inventory Items	0	0	1,500	26,500
46-23 Miscellaneous Uninsured	0	0	461,283	436,283

**OTHER FINANCING USES**

90-91 Contingencies	0	0	50,000	50,000
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<b>Expenditures - Total</b>	<b>3,411,465</b>	<b>3,005,562</b>	<b>3,891,443</b>	<b>3,891,443</b>
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<b>Net Cost</b>	<b>(363,263)</b>	<b>(207,359)</b>	<b>726,443</b>	<b>726,443</b>
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