

1                   **BOARD OF SUPERVISORS, COUNTY OF LAKE, STATE OF CALIFORNIA**

2                                   **RESOLUTION NO. \_\_\_\_\_**

3                                   **AMENDING RESOLUTION No. 2018-18**

4           **A RESOLUTION ESTABLISHING TEMPORARY ALTERNATE OFFICE HOURS FOR COUNTY**  
5   **OFFICES LOCATED WITHIN AND SURROUNDING THE LAKE COUNTY COURTHOUSE BUILDING**

6           **WHEREAS**, Section 24260 of the California Government Code provides in all Counties, County  
7 officers shall keep their offices open for the transaction of business during such hours and on such days  
8 as are fixed by the Board of Supervisors, by Ordinance or Resolution; and

9           **WHEREAS**, Lake County Code section 2-2.1, establishes that all County offices must be open  
10 for the transaction of business continuously from 8:00a.m. until 5:00p.m., every day except Saturdays,  
11 Sundays, and holidays, unless otherwise provided by Ordinance; and

12           **WHEREAS**, in 2009, closures from 12:00 noon to 1:00p.m. were permitted under section 2-2.2,  
13 in recognition of the need for appropriate flexibility in the face of the economic downturn; and

14           **WHEREAS**, severe general economic conditions have persisted, and Lake County's recovery  
15 from the recession has been slower than many California jurisdictions, per the California State  
16 Association of Counties, resulting in reduced and less experienced staffing across many County  
17 departments; and

18           **WHEREAS**, unprecedented natural disasters of 2015-2018 further reduced County revenues,  
19 and greater flexibility was needed to solve complex departmental issues and redesign business  
20 practices through various means; and

21           **WHEREAS**, in 2017, Lake County Code Section 2-2.2 was amended, broadening the  
22 circumstances wherein noontime closures were allowed under Department Head authority, and  
23 providing that further reduced office hours may be permitted by Resolution of the Board of Supervisors,  
24 in recognition that customary practices may unsustainable; and

25           **WHEREAS**, the County has, thus far, been unsuccessful in pursuit of additional revenue  
26 streams to sustain County operations, and our dire financial condition is worsening; and

27           **WHEREAS**, County departments continue to operate with an average vacancy rate of 20%, and  
28 are not able to provide all normal services in the face of chronic understaffing, repeated disasters and  
29 severe financial challenge, which have collectively strained departments in numerous ways, including  
30 high employee turnover; and

**WHEREAS**, on August 28, 2018 by Resolution No. 2018-118, the Board of Supervisors authorized, for the period of September 11, 2018 - March 10, 2019, all County offices located within the Lake County Courthouse building at 255 N. Forbes St., Lakeport, and select surrounding and satellite offices of the County of Lake, to be open to the public for the transaction of business continuously from 8:00a.m. until 5:00p.m., every day except Fridays, Saturdays, Sundays, and holidays; and

**WHEREAS**, it remains the desire of this Board to provide the best possible customer service, and uninterrupted staff time is needed to manage workloads.

**NOW, THEREFORE, BE IT RESOLVED:**

For, an additional six month period, from March 10, 2019 – September 10, 2019, with the exception of June 28, 2019, the last day of the Fiscal Year, all County offices located within the Lake County Courthouse building at 255 N. Forbes St., Lakeport, and select surrounding and satellite offices of the County of Lake, shall be open to the public for the transaction of business continuously from 8:00a.m. until 5:00p.m., every day except Fridays, Saturdays, Sundays, and holidays.

County offices located within the Lake County Courthouse shall include:

- Administration (including Clerk of the Board of Supervisors and Human Resources)
- Assessor-Recorder
- Auditor-Controller-County Clerk
- Board of Supervisors
- Community Development
- County Counsel
- Elections
- Information Technology
- Public Works
- Treasurer-Tax Collector

For the purposes of this Resolution, select surrounding and satellite offices of the County of Lake shall include:

- Department of Public Services, 333 2<sup>nd</sup> St., Lakeport
- District Attorney's Office, 375 3<sup>rd</sup> St., Lakeport
- District Attorney's Office, Victim-Witness Division, 420 2<sup>nd</sup> St., Lakeport
- Special Districts, 230 N. Main St., Lakeport

- Lake County Air Quality Management District, 2617 S. Main Street, Lakeport
- Child Support Services, 3980 Gard St, Kelseyville

This Resolution shall not supersede any State mandate for provision of services during specified hours.

The County Administrative Officer shall come before the Board of Supervisors to revisit these hours on or before September 10, 2019.

**THIS RESOLUTION** was passed and adopted by the Board of Supervisors of the County of Lake at a regular meeting thereof on the \_\_\_\_\_ day of \_\_\_\_\_, 2019 by the following vote:

**AYES:**

**NOES:**

**ABSENT OR NOT VOTING:**

**ATTEST: CAROL J. HUCHINGSON**

**COUNTY OF LAKE**

Clerk to the Board of Supervisors

By: \_\_\_\_\_

Deputy

\_\_\_\_\_  
Chair, Board of Supervisors

APPROVED AS TO FORM:

**ANITA L. GRANT**

County Counsel

