

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 and supervises 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 Fund 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 2018-19

- Hosted Community Visioning forums in each supervisorial district, culminating with a combined meeting of the Board and the two City Councils who have all since approved the Lake County Economic Development Strategy
- In collaboration with local partners committed to health and wellness, hosted Community Visioning forums in each supervisorial district on the topic of constituent health and well-being
- Completed all necessary approvals to launch the local Tourism Improvement District, with stakeholders now focused on promoting Lake County as a premier California outdoor recreation destination
- Hosted a workshop of funding agencies including USDA, HCD, EDA and more, in pursuit of funding to strengthen local communities
- Supported the County workforce with a Classification and Total Compensation Study and by bringing forward enhancements to employee benefits.

GOALS IN FY 2019-20

Continue focusing on "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

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer
BU 1011 – Board of Supervisors

- Improve our infrastructure:
 - Roads and transportation
 - Internet access for all
- 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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Various expenses under Object Codes 28-30 and 29-50 for plaques and awards, training, transportation and travel expenses.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Employee service awards, expense previously included in object code 28.30, has been moved to BU 1341, Human Resources.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1011 : Administration, Board of Supervisors

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
52-60 State Taxes-Motor Vehicle In Lieu	23,000	25,000	0	0	25,000
80-92 Loans/Int Fin/Bonds-Advance From Other Fund	0	0	0	(20,000)	20,000
Revenue - Summary	23,000	25,000	0	20,000	45,000
Expense					
01-11 Salaries & Wages-Permanent	320,965	320,965	0	0	320,965
02-21 Retirement Contributions-FICA	24,806	25,059	0	0	25,059
02-22 Retirement Contributions-PERS	45,263	66,639	0	0	66,639
03-30 Insurance-Health/Life	29,009	21,611	0	0	21,611
03-31 Insurance-Unemployment	2,247	0	0	0	0
03-32 Insurance-Opt Out	2,400	4,800	2,400	0	7,200
04-00 Worker's Compensation-	844	3,414	0	0	3,414
12-00 Communications-	5,100	5,500	0	0	5,500
15-12 Insurance-Public Liability	2,217	2,549	0	0	2,549
15-13 Insurance-Fire & Allied Cvrgrs	102	146	0	0	146
17-00 Maintenance-Equipment-	500	500	0	0	500
22-70 Office Expense-Supplies	3,000	3,000	0	0	3,000
22-71 Office Expense-Postage	500	500	0	0	500
22-72 Office Expense-Books & Periodicals	100	100	0	0	100
24-00 Publications & Legal Ntcs-	0	1,324	0	0	1,324
28-30 Special Departmental Exp-Supplies & Services	3,500	10,000	0	(3,000)	7,000
29-50 Transportation & Travel- Transportation & Travel	11,000	7,500	0	0	7,500
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	500	500	0	0	500
38-00 Inventory Items-	5,578	5,000	(2,400)	0	2,600
Expense - Summary	457,631	479,107	0	(3,000)	476,107
NET COST	434,631	454,107	0	(23,000)	431,107

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 more than 20 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 County Department Heads. Lake County's State and Federal legislators, and numerous State and Federal agencies, rely upon the CAO's input on matters of significance to County residents.

Accomplishments and Goals for FY 2018-19 are labeled V2028 and/or FCMP, indicating fulfillment of, or progress toward, Vision 2028 and/or Fiscal Crisis Management Plan priorities. For more information on the County's long-term planning efforts, visit <http://www.lakecountycalifornia.gov/vision/>.

ACCOMPLISHMENTS IN FY 2018-19

Overall

- Facilitated Community Visioning Forums in each Supervisorial District, to engage residents in realizing a brighter future; Vision 2028 pillars Economic Development and Health and Well-Being were the topics for FY 2018-19's Forums (V2028)
- In collaboration with County Department Heads, developed a three-year Fiscal Crisis Management Plan, approved by the Board December 4, 2018 (V2028; FCMP)
- With input from Department Heads and Labor leaders, launched a Comprehensive Classification and Total Compensation Study, to establish a baseline for collective bargaining in good faith

Accomplishments listed below are also noted in each respective Budget Unit:

BU 1014 Clerk of the Board of Supervisors

- Completed refurbishment of the BOS chambers, with supportive funding from BU 1012
- Thanks, in part, to a generous donation from Lake County PEG TV, upgraded Audio/Visual equipment in the BOS chambers; improved recording quality and the addition of adaptive listening equipment for hearing impaired persons have provided for broader community participation (V2028)
- Completed upgrades to Granicus BOS agenda software to further enhance system performance and accessibility for the viewing public (V2028)

COUNTY ADMINISTRATIVE OFFICE

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

BU 1072 Cannabis Program

- Funded a Tax Administrator position, to support administration and collection of cannabis taxes (V2028; FCMP)
- Supported staffing in departments responsible for policy development and permitting activities related to cannabis cultivation (V2028; FCMP)

BU 1120 Non-Departmental Revenue

- Maintained Technology Modernization Reserve, paving the way for customer service and business process innovations in the remaining years of FCMP implementation (FCMP)
- Managed Pension Stabilization Reserves created in FY 2017-18, coordinated with the Auditor-Controller to complete the transfer of these funds to the PARS Trust (FCMP)

BU 1124 Central Services

- Processed 170,000+ pieces of mail during the first three quarters of FY 18/19, a 26% increase over prior year, attributable to recent wildfire mitigation Benefit Zone Measures (V2028)

BU 1341 Human Resources

- Kicked off and supported Classification and Total Compensation Study (V2028)
- Implemented employee online benefits enrollment (V2028; FCMP)
- Developed a new recruitment structure, and implemented talent acquisition and engagement strategies to attract and retain top talent (V2028; FCMP)
- Established and Implemented a County-wide Employee Referral Program (V2028; FCMP)
- Held the First Annual Immunization Day for County Employees (V2028)
- Developed and gained Board approval of a County compensation philosophy; rolled out philosophy to County employees (V2028)

BU 1778 Capital Projects

- Managed cash flow for the CDBG portion of the Clearlake Oaks Sidewalk Project (V2028)
- Obtained an updated Project Design Report relative to the South Main Lakeport project, in partnership with Special Districts (FCMP)

BU 1781 Special Projects

- Upon actualization of the Board's decision to sell the Lucerne Hotel, eliminated considerable ongoing expenses associated with maintenance of that facility (FCMP)

BU 1794 CDBG Program Income

- Tracked housing loan payments received and prepared semi-annual program income reports (V2028)

BU 1796 CDBG Capital Projects

- Managed administrative claiming processes for the Clearlake Oaks Sidewalk Project (V2028)
- Supported the application process for the Anderson Springs sewer project, initiated by Special Districts (V2028)

BU 1892 Marketing and Economic Development

- Reengaged with tourism stakeholders and renewed collaboration efforts (V2028)
- Initiated regular tourism stakeholder meetings and quarterly newsletter (V2028)
- Collaboratively funded Lake County Economic Development Strategy for focused action (V2028)

COUNTY ADMINISTRATIVE OFFICE

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

BU 1892 Marketing and Economic Development (continued)

- In partnership with lodging businesses and community stakeholders, formed Lake County Tourism Improvement District, creating a new tourism marketing entity with its own non-tax funding source for destination marketing (V2028; FCMP)

BU 1918 Geothermal Resource Royalties

- Limited expenditures in response to the instability of this revenue stream (FCMP)

BU 2101 Trial Courts

- All State payments were made on time (V2028)

BU 2111 Public Defender Services

- Stayed within allocated budget for FY 2018-19 (V2028)
- Contractor relocated offices near the Courthouse, hired a full-time administrative manager and created an information management system – all intended to better serve the public (V2028)

BU 2115 Domestic Violence Programs

- Continued contract with Lake Family Resource Center (LFRC) (V2028)
- During the last reported quarter, LFRC responded to 239 domestic violence (DV) calls, held 800+ individual and group counseling sessions and provided 1,552 bed nights to 27 women, 24 children and one man (V2028)

BU 2305 Sheriff Criminal Justice Facilities

- Transferred \$125,000 in support of the County Jail's budget (V2028)

BU 7999 Contingencies

- No contingency expenditures were necessary in FY 2018-19

BU 8826 Redevelopment Obligations

- Continued repayment of General Fund loans, with 80% allocated to BU 1120, and 20% to BU 8894 (V2028)

BU 8894 Redevelopment Housing

- Continued to receive funds, per Health & Safety Code Section 34176 (V2028)

GOALS FOR FY 2019-20 THROUGH 2021-22

Overall

- Continue to support the Board in implementing Vision 2028, through actionable steps in alignment with our ten-year plan, to include additional Community Visioning Forums on priority topics (V2028)
- Continue implementation of our Fiscal Crisis Management Plan, which spans the next 2.5 fiscal years, by creating efficiencies, realizing collectible debts and providing focused support to departments that drive revenue generation (FCMP)
- Develop a plan to implement the recommendations of the Classification and Total Compensation Study, for the Board's consideration (V2028)
- Implement acceptance of credit card payments for all fees, County-wide (V2028; FCMP)
- With Board support, and in cooperation with the Technology Governance Committee, facilitate the transition from our AS400-based County financial system to a more sustainably supportable solution (V2028; FCMP)

COUNTY ADMINISTRATIVE OFFICE

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

- Collaborate with Department Heads to clarify records retention policies, and encourage digitization of records, to facilitate timely and appropriate responses to Public Records Requests (V2028)
- Collaborate with Department Heads to explore best practices for fleet management (FCMP)
- Collaborate with Department Heads to explore A-87 best practices (FCMP)
- Increase use of modern customer service tools, to minimize friction experienced by the public when conducting business with the County (V2028)
- Continue Master Fee Schedule updates during the annual budget process, and at other times of the fiscal year, as necessary, to enable appropriate cost sharing for County services (V2028; FCMP)
- Communicate and partner with Lake County's Tribal Nations in areas of mutual priority to optimally meet community needs (V2028)
- Partner with our State and Federal representatives to advocate for the needs of Lake County residents through targeted political action (V2028; FCMP)
- Continue efforts to update the County of Lake Policy & Procedures Manual (FCMP)
- Evaluate options for privatization and reorganization of County government functions, promoting service delivery models that best serve the public (V2028; FCMP)
- Utilize software to optimize availability and presentation of County public information, supporting transparent and effective governance (V2028; FCMP)
- Increase and enhance public communications, including traditional media releases and social media posts, to raise awareness of and promote engagement with ongoing County efforts (V2028)

BU 1014 Clerk of the Board of Supervisors

- Provide professional, courteous and timely service to the Board, County departments and members of the general public (V2028)
- Keep all records necessary to update the County Code with new Ordinances passed by the Board, and properly maintain the online Code (V2028)
- Support Advisory Boards by maintaining and updating records and other information, including their membership and meeting dates; ensure each has an appropriate County webpage (V2028)
- Maintain and update records necessary to conduct Assessment Appeals, including correspondence, scheduling and hearings (V2028)

BU 1072 Cannabis Program

- Reimburse responsible departments for cannabis-related activities (V2028; FCMP)
- Promote the stability of cannabis tax revenues and, at the direction of the Board, plan for long-term use to mitigate societal impacts (V2028; FCMP)

BU 1120 Non-Departmental Revenue

- Continuously monitor funding receipts of this single largest repository for discretionary funding, as is essential to managing the cash flow of the County's General Fund (V2028)
- Provide an interim loan up to \$720,500 to Public Works to repave the Lampson Field runway (V2028)
- Provide a one-time operating transfer of \$75,000 to the Library, for general support (V2028)
- Restore South Main Lakeport Project funds in BU 1778 to earlier levels (V2028; FCMP)

BU 1124 Central Services

- Recommend a contractor to collect debris insurance reimbursements for the Sulphur, Pawnee and Mendocino Complex wildfires; ensure completion of collections per CalOES/FEMA mandate (V2028)
- Support departments in their purchasing duties, including RFPs and Contracts (V2028)

COUNTY ADMINISTRATIVE OFFICE

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

BU 1341 Human Resources

- Complete the Classification and Compensation Study (V2028)
- Implement a County-wide Volunteer Program (V2028)
- Establish and maintain collaborative and integrated processes for HR service delivery, to avoid duplication and inconsistency and ensure a seamless and timely customer and employee experience (V2028)
- Develop a written examination test preparation guide and implement (2) written examination preparation sessions; help candidates prepare for written examinations (V2028)
- Develop a County-wide supervisory academy (V2028)
- Develop an Internship program (V2028)
- Roll out Live Scan background checks for all new hires (V2028)

BU 1778 Capital Projects

- Determine water system feasibility for the South Main Street area in Lakeport (V2028)
- With consultant support, and in collaboration with Public Services:
- Move forward with energy upgrades and efficiencies (FCMP); and
- Assess condition of existing facilities to prioritize projects and appropriately direct funds budgeted for Deferred Maintenance of County facilities (FCMP)

BU 1781 Special Projects

- Partner with the Animal Control Director to allocate Indian Gaming SDF funds approved and budgeted since 2010, but never used (V2028)
- With the Community Development Director, subject to Board direction, facilitate optimal deployment of one-time funds budgeted for Code Enforcement (V2028)
- In collaboration with the Water Resources Director, direct use of funds budgeted for Water Quality Improvement (V2028)
- At the direction of the Board, and in cooperation with Public Services:
- Secure a planning grant for prospective Lucerne Harbor dredging and dock project (V2028)
- Remodel the old Nice Club House, to make the facility available for community use (V2028)

BU 1794 CDBG Program Income

- Track housing loan payments received and prepare semi-annual program income reports (V2028)
- Transfer funds to BU 5164, if under the \$35,000 threshold, at the end of the fiscal year (V2028)

BU 1796 CDBG Capital Projects

- As Notices of Funding Availability are released, utilize the services of our consultant to apply for new project funds, to support at least the Lower Lake Water System interconnection, Disaster Response Housing and Code Enforcement (V2028; FCMP)
- Manage CDBG accounting for Special Districts' Anderson Springs Project (V2028)
- Partner with regional agencies to seek grant funding for low income housing (V2028; FCMP)

BU 1892 Marketing and Economic Development

- Participate in and support the growth of Lake County Tourism Improvement District (V2028; FCMP)
- Identify business attraction incentives for Economic Development (V2028; FCMP)
- Implement Lake County Economic Development Strategy priorities (V2028; FCMP)
- BU 1892 Marketing and Economic Development (continued)
- Continue productive outreach and collaboration with tourism stakeholders (V2028; FCMP)
- Support the Community Risk Reduction Authority JPA in its efforts to reduce the risk of future wildfires (V2028)
- Provide \$150,000 to the Lake County Sheriff's Office (V2028)

COUNTY ADMINISTRATIVE OFFICE

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

BU 1918 Geothermal Resource Royalties

- Provide funds to Public Services for Middletown Library/Senior Center landscaping; funds were previously set aside for the facility's parking lot project, now complete (V2028)
- Partner with the Water Resources Director to optimize use of Aquatic Weed Spraying funds (V2028)
- Support BU 2702's Resource Planner Position
- Provide \$100,000 to the Lake County Sheriff's Office (V2028)

BU 2101 Trial Courts

- Efficiently receive court fines and fees and disperse said revenue (V2028)

BU 2111 Public Defender Services

- Stay within allocated budget for FY 2019-20 (V2028)
- Explore cost recovery mechanisms (FCMP)
- Renew agreement with Lake Indigent Defense, to include performance metrics and contractor development of information releases and seminars to improve public access, for the purpose of expunging criminal records (V2028)

BU 2115 Domestic Violence Programs

- Continue our auto-renewing contract with LFRC for the provision of DV services (V2028)

BU 2305 Sheriff Criminal Justice Facilities

- Monitor revenue receipts until deposits are sufficient to transfer \$135,000 to the jail budget (V2028)

BU 7999 Contingencies

- Restore contingency funds to prior levels, to support unplanned and emergent expenses (FCMP)

BU 8826 Redevelopment Obligations

- Continue to make General Fund loan payments to BUs 1120 and 8894 for housing project(s) (V2028)

BU 8894 Redevelopment Housing

- Continue to serve as the repository for funds, currently totaling approximately \$633,000, for future housing project(s) (V2028)
- As the Board of Housing Commissioners, begin discussion regarding the use of said funds, pursuant to Health & Safety Codes 34200 and 33000 (V2028)
- Collaborate with community and regional partners to realize low income housing projects (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Staffing and contracted services

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

BU 1012:

Chief Deputy CAO position eliminated and replaced with Assistant CAO. In keeping with Fiscal Crisis Management Plan, Deputy CAO eliminated and replaced with Administrative Analyst. Senior Administrative Assistant eliminated and replaced with Administrative Analyst.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1012 : Administration, Administrative Office

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-10 Rents & Concessions-Rents & Concessions	5,000	5,000	0	0	5,000
Revenue - Summary	5,000	5,000	0	0	5,000
Expense					
01-11 Salaries & Wages-Permanent	671,578	760,238	0	(150)	760,088
01-12 Salaries & Wages-Extra Help	31,565	27,212	0	0	27,212
01-13 Salaries & Wages-OT, Holiday, Stby	0	0	0	150	150
01-14 Salaries & Wages-Other, Term	13,869	12,000	0	0	12,000
02-21 Retirement Contributions-FICA	51,548	58,069	0	0	58,069
02-22 Retirement Contributions-PERS	120,770	157,840	0	0	157,840
03-30 Insurance-Health/Life	95,645	131,447	0	0	131,447
03-31 Insurance-Unemployment	4,998	5,511	0	0	5,511
03-32 Insurance-Opt Out	2,400	2,400	0	0	2,400
04-00 Worker's Compensation-	1,435	1,191	0	0	1,191
12-00 Communications-	4,000	4,000	0	0	4,000
14-00 Household Expense-	0	500	0	0	500
15-10 Insurance-Other	8,900	9,100	0	0	9,100
15-12 Insurance-Public Liability	2,166	2,504	0	0	2,504
15-13 Insurance-Fire & Allied Cvrgrs	469	673	0	0	673
17-00 Maintenance-Equipment-	900	900	0	0	900
20-00 Memberships-	9,336	9,336	1,500	3,000	13,836
22-70 Office Expense-Supplies	8,000	10,000	0	0	10,000
22-71 Office Expense-Postage	500	500	0	0	500
22-72 Office Expense-Books & Periodicals	150	0	0	0	0
23-80 Prof & Specialized Svcs-Professional & Specialize	143,676	112,000	0	(3,000)	109,000
24-00 Publications & Legal Ntcs-	1,500	1,000	0	0	1,000
28-30 Special Departmental Exp-Supplies & Services	1,500	4,500	0	0	4,500
29-50 Transportation & Travel-Transportation & Travel	3,500	3,500	0	0	3,500
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	500	200	0	0	200

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1012 : Administration, Administrative Office

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
38-00 Inventory Items-	2,500	5,565	(1,500)	0	4,065
80-80 Other Financing Uses-Interfund Reimbursements	(126,693)	(118,762)	0	0	(118,762)
80-81 Other Financing Uses-Intrafund Reimbursements	(130,144)	(114,000)	0	0	(114,000)
Expense - Summary	924,568	1,087,424	0	0	1,087,424
NET COST	919,568	1,082,424	0	0	1,082,424

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 responsible to maintain the official records of the Board of Supervisors (BOS), prepare the Board's agendas, take minutes at each Board meeting, maintain the County Ordinance Code, publish legal notices mandated for many types of Board hearings and perform 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 2018-19

- Completed refurbishment of the BOS chambers, with supportive funding from BU 1012
- Thanks, in part, to a generous donation from Lake County PEG TV, upgraded Audio/Visual equipment in the BOS chambers; improved recording quality and the addition of adaptive listening equipment for hearing impaired persons have provided for broader community participation (V2028)
- Completed upgrades to Granicus BOS agenda software to further enhance system performance and accessibility for the viewing public (V2028)

GOALS IN FY 2019-20

- Provide professional, courteous and timely service to the Board, County departments and members of the general public (V2028)
- Keep all records necessary to update the County Code with new Ordinances passed by the Board, and properly maintain the online Code (V2028)
- Support Advisory Boards by maintaining and updating records and other information, including their membership and meeting dates; ensure each has an appropriate County webpage (V2028)
- Maintain and update records necessary to conduct Assessment Appeals, including correspondence, scheduling and hearings (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- All expenditures of this Budget Unit are mandatory and cannot be eliminated

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1014 : Administration, Clerk to Bd of Supervisor

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
69-20 Other Current Services-Other	50	50	0	0	50
79-90 Other-Miscellaneous	2,100	2,100	0	0	2,100
Revenue - Summary	2,150	2,150	0	0	2,150
Expense					
01-11 Salaries & Wages-Permanent	42,084	44,505	0	(3,709)	40,796
01-13 Salaries & Wages-OT, Holiday, Stby	500	500	0	0	500
02-21 Retirement Contributions-FICA	3,258	3,442	0	0	3,442
02-22 Retirement Contributions-PERS	7,474	9,240	0	0	9,240
03-30 Insurance-Health/Life	9,648	11,232	0	0	11,232
03-31 Insurance-Unemployment	295	312	0	0	312
04-00 Worker's Compensation-	169	125	0	0	125
12-00 Communications-	50	60	0	0	60
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	166	175	0	0	175
17-00 Maintenance-Equipment-	17,200	17,200	0	2,550	19,750
20-00 Memberships-	275	450	0	0	450
22-70 Office Expense-Supplies	3,200	4,067	0	0	4,067
22-71 Office Expense-Postage	500	500	0	0	500
24-00 Publications & Legal Ntcs-	2,300	2,300	0	0	2,300
28-30 Special Departmental Exp-Supplies & Services	5,000	4,750	0	1,159	5,909
29-50 Transportation & Travel- Transportation & Travel	145	500	0	0	500
38-00 Inventory Items-	3,500	0	0	0	0
Expense - Summary	97,883	101,820	0	0	101,820
NET COST	95,733	99,670	0	0	99,670

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 1072 – Cannabis Program (Fund 64)

DEPARTMENT OVERVIEW

This Budget Unit captures cannabis revenues that would otherwise be commingled with the General Fund. The funding for this Budget Unit comes from cannabis cultivation taxes, grow site development and environmental planning permits and administrative fees related to cannabis activities.

ACCOMPLISHMENTS IN FY 2018-19

- Funded a Tax Administrator position, to support administration and collection of cannabis taxes (V2028; FCMP)
- Supported staffing in departments responsible for policy development and permitting activities related to cannabis cultivation (V2028; FCMP)

GOALS IN FY 2019-20

- Reimburse responsible departments for cannabis-related activities (V2028; FCMP)
- Promote the stability of cannabis tax revenues and, at the direction of the Board, plan for long-term use to mitigate societal impacts (V2028; FCMP)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This is still a relatively new Budget Unit, first established in March 2018. Revenue and appropriations have been adjusted from the initial budget to reflect actuals.

Department Revenue and Expenses

Fund: 64 : Cannabis Fees & Taxation

Budget Unit: 1072 : Administration, Cannabis Program

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-95 Other Taxes-Cannabis	500,000	500,000	0	0	500,000
21-10 Development Permits-Development Permits	250,000	100,000	0	0	100,000
42-01 Revenue from Use of Money-Interest	0	4,000	0	0	4,000
66-12 Charges for Services-Environment Planning Fees	25,000	50,000	0	0	50,000
66-45 Charges for Services-Cannabis Program Fee	55,000	30,000	0	0	30,000
Revenue - Summary	830,000	684,000	0	0	684,000
Expense					
23-91 Prof & Specialized Svcs-Intra-Div Services	1,215,000	1,684,000	(1,000,000)	0	684,000
Expense - Summary	1,215,000	1,684,000	(1,000,000)	0	684,000
NET COST	385,000	1,000,000	(1,000,000)	0	0

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 1120 – Non-Departmental Revenue

DEPARTMENT OVERVIEW

The purposes of this Budget Unit are to:

- Account for various general discretionary revenues that cannot be initially assigned to any specific department of County government
- Provide for the permanent transfer of funding from the General Fund to other Budget Units to provide required matching funds or operating subsidies
- Serve as a revolving loan fund providing for the temporary transfer of funding from the General Fund to other Budget Units as interim financing and the consequent repayment of such interim financing.

This Budget Unit 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. Given the difficulty in estimated property tax revenues, with the actual tax roll values not known during the Recommended Budget stage, the estimated reflected herein may be adjusted upward or downward by the time Final Recommended Budget is adopted in September.

ACCOMPLISHMENTS IN FY 2018-19

- Maintained Technology Modernization Reserve, paving the way for customer service and business process innovations in the remaining years of FCMP implementation (FCMP)
- Managed Pension Stabilization Reserves created in FY 2017-18, coordinated with the Auditor-Controller to complete the transfer of these funds to the PARS Trust (FCMP)

GOALS IN FY 2019-20

- Continuously monitor funding receipts of this single largest repository for discretionary funding, as is essential to managing the cash flow of the County's General Fund (V2028)
- Provide an interim loan up to \$720,500 to Public Works to repave the Lampson Field runway (V2028)
- Provide a one-time operating transfer of \$75,000 to the Library, for general support (V2028)
- Restore South Main Lakeport Project funds in BU 1778 to earlier levels (V2028; FCMP)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1120 : Finance, Non Departmental Revenue

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	14,677,500	15,501,960	0	(48,040)	15,550,000
10-20 Property Taxes-Current Unsecured	327,000	325,000	0	0	325,000
10-25 Property Taxes-Supp 813-Current	50,000	75,000	0	75,000	0
10-30 Property Taxes-Prior Secured	1,850,000	1,300,000	0	500,000	800,000
10-35 Property Taxes-Supp 813-Prior	33,000	32,000	0	32,000	0
10-40 Property Taxes-Prior Unsecured	25,000	10,000	0	0	10,000
10-56 Property Taxes-Prop Tax In-Lieu of VLF	6,898,548	6,750,000	0	0	6,750,000
10-60 Other Taxes-Retail Sales and Use	3,150,000	3,200,000	0	0	3,200,000
10-70 Other Taxes-Timber Yield	1,000	1,000	0	0	1,000
10-92 Other Taxes-Aircraft	12,500	17,500	0	0	17,500
10-93 Other Taxes-Property Transfer	420,000	475,000	0	0	475,000
21-50 Permits-Franchises	645,000	645,000	0	0	645,000
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	450,000	475,000	0	0	475,000
42-01 Revenue from Use of Money-Interest	600,000	700,000	0	0	700,000
52-90 State Taxes-Other In Lieu	11,653	11,653	0	0	11,653
54-60 State Aid-HOPTR	170,000	165,000	0	0	165,000
54-70 State Aid-Disaster Rev Loss Backfil	0	292,515	0	0	292,515
54-90 State Aid-Other	193,000	193,000	0	0	193,000
54-91 State Aid-Other (SB 90)	33,000	33,000	0	0	33,000
54-99 State Aid-Sales & Use Tax Reimburse	3,009,437	3,100,000	0	0	3,100,000
55-90 Other Federal-In Lieu Taxes	125,000	125,000	0	0	125,000
56-30 Other Government Agencies-Other	1,649,780	1,619,246	0	0	1,619,246
66-40 Charges for Services-Assess & Tax Collection	110,000	110,000	0	0	110,000
79-60 Sales-Sale of Fixed Assets	283,000	0	0	0	0
79-90 Other-Miscellaneous	590,000	590,000	0	0	590,000
79-94 Other-Release of Liens	50,000	0	0	0	0
80-92 Loans/Int Fin/Bonds-Advance From Other Fund	2,470,500	2,784,763	100,000	(391,630)	3,276,393
80-93 Loans/Int Fin/Bonds-Advance To Other Fund	(2,470,500)	(2,784,763)	(100,000)	391,630	(3,276,393)

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1120 : Finance, Non Departmental Revenue

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
80-99 Loans/Int Fin/Bonds-Subsequent Yr Adv Repay	450,084	255,000	0	0	255,000
81-22 Operating Transfers-In	2,000,000	0	0	0	0
81-23 Operating Transfers-Out	(4,616,163)	(857,592)	(2,000,000)	0	(2,857,592)
Revenue - Summary	33,198,339	35,144,282	(2,000,000)	(558,960)	32,585,322

Expense

23-80 Prof & Specialized Svcs- Professional & Specialize	82,500	57,500	0	0	57,500
52-10 Other Charges-Contrib to Non-Co GovAgen	3,000,000	0	0	3,000,000	3,000,000
Expense - Summary	3,082,500	57,500	0	3,000,000	3,057,500
NET COST	(30,115,839)	(35,086,782)	2,000,000	3,558,960	(29,527,822)

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 the department is now coordinating ten separate claiming disasters. The Auditor-Controller provides services to twenty-one independent special districts (fire/water/cemetery), the Lake County Office of Education, 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 service department. The net County cost of this department is not reflective of all revenues generated by department services provided. Revenues are recorded in BU 1120 for A-87 Cost Plan and represent services provided by the Auditor-Controller and other central service departments and represents \$6.3 million for services rendered. The Auditor-Controller total budget is funded 95% by those services rendered. The revenue source composition of this budget unit is 19% fees, 72% A-87 costs and 9% unbilled to Independent Special Districts.

ACCOMPLISHMENTS IN FY 2018-19

- 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
- 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, Lake Tourism Improvement District.
- Continued to absorb additional disaster finance responsibilities for three additional disasters for Lake County, while continuing progress on disaster coordination and claiming for previous disasters.

AUDITOR-CONTROLLER/COUNTY CLERK

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

GOALS IN FY 2019-20

- Continue to annually receive GFOA and SCO Awards; implement upcoming Governmental Accounting Standards Board Statements as required.
- Continue 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 work progressively in support of the County's fiscal health.
- Complete analysis of paperless check printing, implement as appropriate.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

As noted in previous years, a significant cost for this budget unit are professional services for County financial systems, audits of the County, required actuarial reports and subject matter expert consultants; to address the multitude of statutory requirements beyond the control the County.

Also as noted in the prior year, this budget unit is a service department that operates on cost recovery and is 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. The challenges of this past year were considerable. A significant positive step was taken mid-year with the addition of a new Accountant-Auditor, Technology position to facilitate a more focused approach to finance technology efficiencies countywide.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1121 : Finance, Auditor-Controller

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
66-40 Charges for Services-Assess & Tax Collection	178,441	166,000	0	0	166,000
66-50 Charges for Services-Auditing & Accounting	26,405	20,428	0	0	20,428
66-85 Charges for Services-County Clerk	37,225	37,029	0	0	37,029
69-20 Other Current Services-Other	634	400	0	0	400
Revenue - Summary	242,705	223,857	0	0	223,857
Expense					
01-11 Salaries & Wages-Permanent	609,060	663,973	0	0	663,973
01-12 Salaries & Wages-Extra Help	12,832	9,513	0	0	9,513
01-13 Salaries & Wages-OT, Holiday, Stby	1,826	1,695	0	0	1,695
02-21 Retirement Contributions-FICA	48,342	52,088	0	0	52,088
02-22 Retirement Contributions-PERS	108,127	137,854	0	0	137,854
03-30 Insurance-Health/Life	77,178	125,557	0	0	125,557
03-31 Insurance-Unemployment	3,504	3,764	0	0	3,764
03-32 Insurance-Opt Out	7,200	4,800	0	0	4,800
04-00 Worker's Compensation-	2,967	1,747	0	0	1,747
12-00 Communications-	3,120	3,120	0	0	3,120
14-00 Household Expense-	0	400	0	0	400
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrsg	700	739	0	0	739
17-00 Maintenance-Equipment-	1,800	1,800	0	0	1,800
20-00 Memberships-	1,536	1,975	0	0	1,975
22-70 Office Expense-Supplies	22,608	24,550	0	0	24,550
22-71 Office Expense-Postage	12,000	12,000	0	0	12,000
22-72 Office Expense-Books & Periodicals	665	900	0	0	900
23-80 Prof & Specialized Svcs-Professional & Specialize	187,045	193,100	0	0	193,100
28-30 Special Departmental Exp-Supplies & Services	11,205	13,111	0	0	13,111
29-50 Transportation & Travel-Transportation & Travel	12,370	13,730	0	0	13,730
29-51 Transportation & Travel-Cent. Gar.-	200	300	0	0	300

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1121 : Finance, Auditor-Controller

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Pool Mlg ONLY					
38-00 Inventory Items-	8,445	4,440	0	0	4,440
80-80 Other Financing Uses-Interfund Reimbursements	(132,392)	(56,650)	0	0	(56,650)
80-81 Other Financing Uses-Intrafund Reimbursements	(4,500)	(4,380)	0	0	(4,380)
Expense - Summary	997,957	1,212,588	0	0	1,212,588
NET COST	755,252	988,731	0	0	988,731

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 2018-19

- Implemented the collection of the cannabis cultivation tax
- Created and mailed out the first cannabis cultivation tax bills
- Filled both vacancies in Collections Division

GOALS IN FY 2019-20

- Provide the highest standard of customer service to Lake County taxpayers
- Increase the number of parcels being offered for annual Public Internet Auction from 150 to 300
- Implement Megabyte TOT system
- Fill current vacancies and begin cross training process

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Continue to process tax payments timely
- Megabyte TOT system
- Purchase of two new computers

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Eliminated an Accountant position.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1122 : Finance, Treasurer-Tax Collector

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	160,000	160,000	0	0	160,000
66-40 Charges for Services-Assess & Tax Collection	264,415	220,000	0	0	220,000
66-50 Charges for Services-Auditing & Accounting	300,000	330,835	0	0	330,835
66-52 Charges for Services-Data Processing Charges	3,500	4,685	0	0	4,685
66-90 Charges for Services-Legal Services	150	161	0	0	161
Revenue - Summary	728,065	715,681	0	0	715,681
Expense					
01-11 Salaries & Wages-Permanent	510,679	492,071	0	0	492,071
01-12 Salaries & Wages-Extra Help	38,961	44,703	0	0	44,703
01-13 Salaries & Wages-OT, Holiday, Stby	0	1,149	0	0	1,149
01-14 Salaries & Wages-Other, Term	9,593	4,350	0	0	4,350
02-21 Retirement Contributions-FICA	43,955	39,240	0	0	39,240
02-22 Retirement Contributions-PERS	99,136	102,164	0	0	102,164
03-30 Insurance-Health/Life	94,040	90,272	0	0	90,272
03-31 Insurance-Unemployment	3,177	2,731	0	0	2,731
03-32 Insurance-Opt Out	2,400	4,800	0	0	4,800
04-00 Worker's Compensation-	5,198	6,843	0	0	6,843
12-00 Communications-	2,500	2,000	0	0	2,000
15-12 Insurance-Public Liability	2,119	4,494	0	0	4,494
15-13 Insurance-Fire & Allied Cvrgrs	317	455	0	0	455
17-00 Maintenance-Equipment-	198,730	207,751	0	0	207,751
20-00 Memberships-	500	500	0	0	500
22-70 Office Expense-Supplies	22,600	20,600	0	0	20,600
22-71 Office Expense-Postage	62,000	60,000	0	0	60,000
22-72 Office Expense-Books & Periodicals	150	150	0	0	150
23-80 Prof & Specialized Svcs-Professional & Specialize	136,736	136,736	0	0	136,736
24-00 Publications & Legal Ntcs-	17,675	8,444	0	0	8,444

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1122 : Finance, Treasurer-Tax Collector

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
28-30 Special Departmental Exp-Supplies & Services	5,140	4,340	0	0	4,340
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	700	600	0	0	600
38-00 Inventory Items-	2,500	2,225	0	0	2,225
62-71 Cap. FA-Equipment-Office	56,200	25,000	0	0	25,000
80-80 Other Financing Uses-Interfund Reimbursements	(121,223)	(63,590)	0	0	(63,590)
Expense - Summary	1,193,783	1,198,028	0	0	1,198,028
NET COST	465,718	482,347	0	0	482,347

ASSESSOR-RECORDER

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 2018-19

- Caught up Backlog of Mobile Homes
- Continued Training of New Staff
- Continued enrollment of fire rebuilds and new construction
- Use of Appraiser Que

GOALS IN FY 2019-20

- Finish New Construction and fire rebuilds for all properties that have been rebuilt
- Continue to utilize Megabyte
- Use of Mobile Homes Module

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Value Notices - Mailed
- Appraiser Counter Time

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County
Budget Unit: 1123 : Finance, Assessor

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-90 State Aid-Other	0	60,000	0	0	60,000
66-10 Charges for Services-Planning & Engineering	4,300	4,400	0	0	4,400
66-11 Charges for Services-Subdivision Insp Fees	100	100	0	0	100
66-40 Charges for Services-Assess & Tax Collection	116,666	121,876	0	0	121,876
69-20 Other Current Services-Other	300	300	0	0	300
79-70 Sales-Other Sales-Miscellaneous	24,266	21,000	0	0	21,000
79-90 Other-Miscellaneous	0	100	0	0	100
Revenue - Summary	145,632	207,776	0	0	207,776

Expense

01-11 Salaries & Wages-Permanent	803,550	831,046	0	(2,200)	828,846
01-12 Salaries & Wages-Extra Help	32,823	32,823	0	0	32,823
01-14 Salaries & Wages-Other, Term	4,326	4,327	0	0	4,327
02-21 Retirement Contributions-FICA	64,991	64,799	0	0	64,799
02-22 Retirement Contributions-PERS	148,047	172,542	0	0	172,542
03-30 Insurance-Health/Life	142,354	167,814	0	0	167,814
03-31 Insurance-Unemployment	5,133	5,107	0	0	5,107
03-32 Insurance-Opt Out	2,400	2,400	0	0	2,400
04-00 Worker's Compensation-	28,826	43,814	0	0	43,814
11-00 Clothing & Personal Suppl-	1,375	1,375	0	0	1,375
12-00 Communications-	3,100	3,200	0	0	3,200
15-12 Insurance-Public Liability	6,402	7,426	0	0	7,426
15-13 Insurance-Fire & Allied Cvrsgs	297	412	0	0	412
17-00 Maintenance-Equipment-	2,000	3,700	0	2,200	5,900
20-00 Memberships-	4,800	3,800	0	0	3,800
22-70 Office Expense-Supplies	6,000	5,000	0	0	5,000
22-71 Office Expense-Postage	10,000	8,000	0	0	8,000
22-72 Office Expense-Books & Periodicals	2,000	2,200	0	0	2,200
23-80 Prof & Specialized Svcs-Professional & Specialize	40,000	93,909	0	90,000	183,909
24-00 Publications & Legal Ntcs-	1,000	1,000	0	0	1,000

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1123 : Finance, Assessor

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
28-30 Special Departmental Exp-Supplies & Services	2,800	2,500	0	0	2,500
29-50 Transportation & Travel- Transportation & Travel	7,550	9,000	0	0	9,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	9,900	9,000	0	0	9,000
38-00 Inventory Items-	4,784	1,000	0	0	1,000
62-79 Cap. FA-Equipment-Prior Years	12,000	0	0	0	0
80-80 Other Financing Uses-Interfund Reimbursements	(44,810)	(49,810)	0	0	(49,810)
80-81 Other Financing Uses-Intrafund Reimbursements	(22,404)	(22,404)	0	0	(22,404)
Expense - Summary	1,279,244	1,403,980	0	90,000	1,493,980
NET COST	1,133,612	1,196,204	0	90,000	1,286,204

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 2018-19

- Processed 170,000+ pieces of mail during the first three quarters of FY 18/19, a 26% increase over prior year, attributable to recent wildfire mitigation Benefit Zone Measures (V2028)

GOALS IN FY 2019-20

- Recommend a contractor to collect debris insurance reimbursements for the Sulphur, Pawnee and Mendocino Complex wildfires; ensure completion of collections per CalOES/FEMA mandate (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- N/A – all expenditures of this Budget Unit are required, are already at minimal levels and cannot be eliminated.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1124 : Finance, Central Services

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
69-20 Other Current Services-Other	7,000	7,000	0	0	7,000
Revenue - Summary	7,000	7,000	0	0	7,000
Expense					
01-11 Salaries & Wages-Permanent	23,073	23,361	0	0	23,361
02-21 Retirement Contributions-FICA	1,766	1,787	0	0	1,787
02-22 Retirement Contributions-PERS	4,098	4,850	0	0	4,850
03-30 Insurance-Health/Life	9,648	11,231	0	0	11,231
03-31 Insurance-Unemployment	162	164	0	0	164
04-00 Worker's Compensation-	680	512	0	0	512
12-00 Communications-	350	350	0	0	350
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	150	215	0	0	215
17-00 Maintenance-Equipment-	3,500	4,000	0	0	4,000
22-70 Office Expense-Supplies	400	400	0	0	400
22-71 Office Expense-Postage	20,000	20,000	0	0	20,000
23-80 Prof & Specialized Svcs- Professional & Specialize	5,000	0	0	0	0
23-91 Prof & Specialized Svcs-Intra-Div Services	25,000	25,000	0	0	25,000
24-00 Publications & Legal Ntcs-	200	200	0	0	200
25-00 Rents & Leases-Equipment-	1,000	1,200	0	0	1,200
28-30 Special Departmental Exp-Supplies & Services	157,971	160,212	0	(239)	159,973
38-00 Inventory Items-	0	0	0	239	239
80-80 Other Financing Uses-Interfund Reimbursements	(70,000)	(70,000)	0	0	(70,000)
80-81 Other Financing Uses-Intrafund Reimbursements	(80,000)	(80,000)	0	0	(80,000)
Expense - Summary	105,117	105,944	0	0	105,944
NET COST	98,117	98,944	0	0	98,944

COUNTY COUNSEL

ANITA L. GRANT, County Counsel



BU 1231 – County Counsel

DEPARTMENT OVERVIEW

The Office of the County Counsel is presently composed of the following staff: County Counsel, three staff attorneys, a Risk Manager, and one legal secretary. We currently have one staff attorney position open. We are attempting to fill that position.

This office provides legal advice and assistance to the Board of Supervisors and all County departments. We also advise various County commissions, boards, and agencies. Legal advice and assistance may involve, but is not limited to, issues relating to land use, employment, taxation, contracts, public works, water rights and water resources, personnel, conservatorships and probate, juvenile dependency, mental health, parks, sewers, water systems, landfills, real property sales and acquisitions, elections, public records, and law enforcement. We draft contracts, ordinances, resolutions, requests for proposals, and policy documents.

We oversee all matters of liability and workers' compensation, property damage claims, and any other matters covered under the County's membership in the CSAC-EIA Insurance Authority risk-sharing pool. We prepare findings of fact for various administrative matters before the Board of Supervisors and respond to writs of habeas corpus, prohibition, and mandate. We provide Brown Act training to various County agencies upon request.

ACCOMPLISHMENTS IN FY 2018-19

- Frequently developed legally-defensible options for departments when the lack of any such options would have slowed/stopped that department from going forward with a plan/project.
- Worked with Supervisors to create mechanisms to address matters of county-wide concern.
- Drafted legal memoranda in support of County decisions that have been instrumental in successfully defending the County at considerable financial savings.

GOALS IN FY 2019-20

- To continue to provide comprehensive legal services to the Board of Supervisors and County departments.
- To continue working closely with departments in a collaborative and cooperative manner.
- To put a greater emphasis on succession planning.
- To develop internal "practice guides" to assist new attorneys in handling various legal matters and develop a compendium of legal research issues and responses for reference and training.

COUNTY COUNSEL

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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- As time allows, this office provides general legal advice to independent special districts upon request, resulting in a very modest source of revenue. However, as the legal staff numbers in the office remain the same and the legal needs of the County increase and become more complex, we have had to greatly reduce the provision of services to independent districts and will have to continue to do so.
- Although we would like to prepare and present training on various changes in the law and potential liabilities to departments, it is unlikely given the existing work load that this can be a priority in 2019-2020.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This year, the budget will include three new computer towers which are well over 5 years old and in need of replacement as recommended by IT.

The budget will also include an increase in staff wages to allow for a request in 2019 for a reclassification of a staff attorney in my office to afford that person a lead worker role.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1231 : Counsel, County Counsel

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
66-90 Charges for Services-Legal Services	80,000	65,000	0	0	65,000
Revenue - Summary	80,000	65,000	0	0	65,000
Expense					
01-11 Salaries & Wages-Permanent	607,381	592,507	0	0	592,507
01-12 Salaries & Wages-Extra Help	27,000	25,238	0	0	25,238
01-14 Salaries & Wages-Other, Term	18,701	12,918	0	0	12,918
02-21 Retirement Contributions-FICA	47,056	45,753	0	0	45,753
02-22 Retirement Contributions-PERS	107,876	123,015	0	0	123,015
03-30 Insurance-Health/Life	67,412	79,120	0	0	79,120
03-31 Insurance-Unemployment	4,246	4,150	0	0	4,150
04-00 Worker's Compensation-	1,182	878	0	0	878
12-00 Communications-	2,500	2,500	0	0	2,500
15-12 Insurance-Public Liability	2,337	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	230	243	0	0	243
16-00 Jury and Witness Expense-	100	100	0	0	100
17-00 Maintenance-Equipment-	100	100	0	0	100
18-00 Maint-Bldgs & Imprvmnts-	3,000	7,259	0	0	7,259
20-00 Memberships-	7,211	7,211	0	0	7,211
22-70 Office Expense-Supplies	4,000	4,000	0	0	4,000
22-71 Office Expense-Postage	2,000	2,000	0	0	2,000
22-72 Office Expense-Books & Periodicals	5,712	5,712	0	0	5,712
23-80 Prof & Specialized Svcs-Professional & Specialize	5,650	5,650	0	0	5,650
24-00 Publications & legal Ntcs-	1,000	1,000	0	0	1,000
28-30 Special Departmental Exp-Supplies & Services	23,850	23,850	0	0	23,850
29-50 Transportation & Travel-Transportation & Travel	1,000	1,000	0	0	1,000
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	100	100	0	0	100
38-00 Inventory Items-	3,000	3,000	0	0	3,000
80-80 Other Financing Uses-Interfund Reimbursements	(151,855)	(158,888)	0	0	(158,888)

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1231 : Counsel, County Counsel

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense - Summary	790,789	790,878	0	0	790,878
NET COST	710,789	725,878	0	0	725,878

HUMAN RESOURCES

CAROL J. HUCHINGSON, County Administrative Officer



BU 1341 – Human Resources

DEPARTMENT OVERVIEW

Delivers human resources services which include workforce planning, employee recruitment, benefits administration, employee performance management, policy development and training and development. The Human Resources Department ensures the maintenance of high quality workforce for the provision of critical services to the public.

The mission of the Human Resources Department is to promote the power of public service by fostering a positive, productive and collaborative workplace where all employees are qualified, empowered, respected, and valued. The vision of the department is, as an employer of choice, to maximize individual and organizational success through strategic partnerships and collaboration by implementing and supporting programs, processes, and services that add value to both the County of Lake employees and the community.

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 2018-19

- Rolled out the Classification and Compensation Study
- Implemented employee online benefits enrollment
- Developed a new recruitment structured, and implemented talent acquisition and engagement strategies to attract and retain top talent.
- Established and Implemented a County-wide Employee Referral Program
- First Annual Immunization Day for County Employees
- Rolled out the new compensation philosophy
- Kicked off and supported Classification and Total Compensation Study (V2028)
- Implemented employee online benefits enrollment (V2028; FCMP)
- Developed a new recruitment structure, and implemented talent acquisition and engagement strategies to attract and retain top talent (V2028; FCMP)
- Established and Implemented a County-wide Employee Referral Program (V2028; FCMP)
- Held the First Annual Immunization Day for County Employees (V2028)
- Developed and gained Board approval of a County compensation philosophy; rolled out philosophy to County employees (V2028)

HUMAN RESOURCES

CAROL J. HUCHINGSON, County Administrative Officer
BU 1341 – Human Resources

GOALS IN FY 2019-20

- Complete the Classification and Compensation Study (V2028)
- Implement a County-wide Volunteer Program (V2028)
- Establish and maintain collaborative and integrated processes for HR service delivery, to avoid duplication and inconsistency and ensure a seamless and timely customer and employee experience (V2028)
- Develop a written examination test preparation guide and implement (2) written examination preparation sessions; help candidates prepare for written examinations (V2028)
- Develop a County-wide supervisory academy (V2028)
- Develop an Internship program (V2028)
- Roll out Live Scan background checks for all new hires (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Staffing
- Contracted Services

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1341 : Personnel, Human Resources

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
69-20 Other Current Services-Other	60	60	0	0	60
Revenue - Summary	60	60	0	0	60
Expense					
01-11 Salaries & Wages-Permanent	439,956	484,952	0	0	484,952
02-21 Retirement Contributions-FICA	33,656	37,099	0	0	37,099
02-22 Retirement Contributions-PERS	78,140	100,686	0	0	100,686
03-30 Insurance-Health/Life	86,796	87,756	0	0	87,756
03-31 Insurance-Unemployment	3,080	3,395	0	0	3,395
04-00 Worker's Compensation-	4,442	4,181	0	0	4,181
12-00 Communications-	1,788	1,788	0	0	1,788
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	146	209	0	0	209
17-00 Maintenance-Equipment-	11,024	11,536	0	0	11,536
20-00 Memberships-	600	1,300	0	0	1,300
22-70 Office Expense-Supplies	9,779	11,405	0	2,000	13,405
22-71 Office Expense-Postage	1,826	350	0	0	350
23-80 Prof & Specialized Svcs- Professional & Specialize	147,200	125,700	(34,388)	0	91,312
24-00 Publications & Legal Ntcs-	1,379	6,500	0	0	6,500
28-30 Special Departmental Exp-Supplies & Services	38,105	39,715	0	3,000	42,715
29-50 Transportation & Travel- Transportation & Travel	3,478	5,000	0	0	5,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	560	1,200	0	0	1,200
38-00 Inventory Items-	2,986	3,500	0	0	3,500
80-80 Other Financing Uses-Interfund Reimbursements	(112,242)	(117,743)	0	0	(117,743)
80-81 Other Financing Uses-Intrafund Reimbursements	(36,166)	(36,166)	0	0	(36,166)
Expense - Summary	718,652	774,825	(34,388)	5,000	745,437
NET COST	718,592	774,765	(34,388)	5,000	745,377

REGISTRAR OF VOTERS

CATHERINE MCMULLEN, Registrar of Voters



BU 1451 – Registrar of Voters

DEPARTMENT OVERVIEW

The Office of the Registrar of Voters conducts all federal, state, county, municipal, school, and special district elections for the residents of Lake County. The department carries out these duties while adhering to strict guidelines set forth in federal and state Elections Code. The Registrar of Voters enables the citizens in Lake County to vote by mail, in the polling place, with assistive devices, or from afar as military or overseas voters.

The department is responsible for all aspects of elections administration including project management, election law, security and safety, ADA compliance, technology, and tabulation and canvassing. As the California elections environment becomes more diverse in technology, adds statutory requirements, increases voting and registration choices, and responds to demographic changes; the Office of the Registrar of Voters must be both forward-thinking and flexible to meet new demands. Listed below are some of the many duties performed by the department:

- Register voters and maintain the voter registration file.
- Procure polling places, and recruit and train poll workers.
- Prepare, send, and receive mail ballots for permanent vote by mail voters and military and overseas voters.
- Provide information to candidates regarding candidate filing processes and campaign finance.
- Accept for filing and maintain for public access, Campaign Statements of candidates and elected officials.
- Prepare and distribute election materials including sample ballots, voter information guides and ballots in English and Spanish.
- Tallying the votes, adjudication, and certification of the election through the Statement of the Vote.
- Provide election statistics and information to the Secretary of State.

ACCOMPLISHMENTS IN FY 2018-19

- Implemented and conducted the first election in California using the new Hart Verity Voting System.
- Conducted fair and impartial November 2018 General Election and May 2019 Special Election.

GOALS IN FY 2019-20

- Onboard a new Registrar of Voters, Deputy Registrar of Voters, and Elections Assistant I/II to build a strong ROV team before the 2020 election cycle.
- Develop and implement department level professional development and training plan to ensure technical expertise, professional proficiency, voter-focused customer service, and effective public communications.
- Utilize training courses, materials and resources offered by the Secretary of State, California Association of Election Officials and County Clerks (CACEO), Fair Political Practices Commission (FPPC), and vendors.
- Conduct transparent, accurate, accessible, and accountable elections, including the November 2019 Special Election and March 2020 Presidential Primary Election. Prepare for November 2020 Presidential Election.

REGISTRAR OF VOTERS

CATHERINE MCMULLEN, Registrar of Voters
BU 1451 – Registrar of Voters

- Recruit and train poll workers and extra help elections workers for the 2020 election cycle, retaining these staff for the November 2020 Presidential Election.
- Work with community partners to provide voter education, outreach, and communication to eligible voters and future voters.
- Increase opportunities for voter registration and voter participation.
- Provide the public with clear and timely information on voting choices and elections procedures and administration.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Purchase additional inventory to accommodate the new voting system such as shelving racks for the Hart Verity Touch Writers and printer storage bags for ease in transportation of new equipment to the polling places. Expected addition of a November 2019 Special Election for a fire protection district. Additional minor adjustments to the budget may be made once the new Registrar of Voters is on board.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1451 : Elections, Registrar of Voters

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-90 State Aid-Other	1,000	31,000	0	(12,250)	43,250
66-70 Charges for Services-Election Services	26,000	70,000	0	0	70,000
69-20 Other Current Services-Other	50	28	0	0	28
79-72 Sales-Great Register	3,500	4,500	0	0	4,500
Revenue - Summary	30,550	105,528	0	12,250	117,778

Expense

01-11 Salaries & Wages-Permanent	200,452	177,419	0	21,049	198,468
01-12 Salaries & Wages-Extra Help	19,147	17,862	0	15,408	33,270
01-13 Salaries & Wages-OT, Holiday, Stby	11,161	9,000	0	0	9,000
01-14 Salaries & Wages-Other, Term	2,983	0	0	0	0
02-21 Retirement Contributions-FICA	16,943	13,573	0	2,525	16,098
02-22 Retirement Contributions-PERS	35,602	36,835	0	4,371	41,206
03-30 Insurance-Health/Life	38,479	46,681	0	41	46,722
03-31 Insurance-Unemployment	1,537	0	0	1,619	1,619
04-00 Worker's Compensation-	925	794	0	0	794
12-00 Communications-	1,980	2,000	0	0	2,000
14-00 Household Expense-	0	0	0	250	250
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrsg	461	482	0	0	482
17-00 Maintenance-Equipment-	7,150	24,500	0	0	24,500
20-00 Memberships-	300	250	0	0	250
22-70 Office Expense-Supplies	10,450	11,000	0	0	11,000
22-71 Office Expense-Postage	36,382	54,000	0	0	54,000
22-72 Office Expense-Books & Periodicals	230	230	0	0	230
24-00 Publications & Legal Ntcs-	1,550	2,000	0	0	2,000
25-00 Rents & Leases-Equipment-	50,005	24,000	0	0	24,000
26-00 Rents & Leases-Bldg & Imp-	5,950	6,500	0	0	6,500
28-30 Special Departmental Exp-Supplies & Services	190,453	260,000	0	(30,000)	230,000
29-50 Transportation & Travel- Transportation & Travel	6,101	10,000	0	(3,012)	6,988

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1451 : Elections, Registrar of Voters

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	2,100	2,500	0	0	2,500
38-00 Inventory Items-	0	20,000	0	0	20,000
Expense - Summary	642,460	722,088	0	12,251	734,339
NET COST	611,910	616,560	0	1	616,561

PUBLIC SERVICES

LARS EWING, Director



BU 1671 – Buildings and Grounds

DEPARTMENT OVERVIEW

The Facilities Maintenance division is responsible for the maintenance and improvement 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 approximately 82% by the County General Fund and 18% by telecommunications and other facilities leases.

ACCOMPLISHMENTS IN FY 2018-19

- Probation building renovation and reroof
- Human Resources office renovation
- Continued energy efficiency projects such as HVAC upgrades and lighting retrofit
- Completed approximately 1,500 general work order requests

GOALS IN FY 2019-20

- Focus time and funds on preventative maintenance and energy efficiency upgrades
- Complete a facilities energy audit and strategic energy plan
- Implement a comprehensive enterprise asset management system for facilities and equipment lifecycle management
- Continued upgrades to air conditioners for the pending phase-out of R22 refrigerant

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Proactive maintenance projects such as pavement preservation, roof replacement, and significant HVAC replacements
- Capital improvement projects and building/office renovations
- Low-cost facility leases to non-profit organizations
- Janitorial services

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

As a result of budget constraints no new capital improvement projects are included in FY 19/20. Additionally there was not enough funding to plan for any facility renovation or improvement projects, or facility maintenance contracts such as pavement preservation or roof replacement.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1671 : Property Management, Buildings & Grounds

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-10 Rents & Concessions-Rents & Concessions	244,911	248,351	0	0	248,351
54-90 State Aid-Other	0	5,000	0	0	5,000
79-90 Other-Miscellaneous	0	800	0	0	800
Revenue - Summary	244,911	254,151	0	0	254,151
Expense					
01-11 Salaries & Wages-Permanent	338,541	341,259	0	0	341,259
01-12 Salaries & Wages-Extra Help	89,213	104,847	26,870	0	131,717
01-13 Salaries & Wages-OT, Holiday, Stby	6,000	6,000	0	0	6,000
01-14 Salaries & Wages-Other, Term	2,748	4,249	0	0	4,249
02-21 Retirement Contributions-FICA	28,829	29,634	0	0	29,634
02-22 Retirement Contributions-PERS	60,617	71,735	0	0	71,735
03-30 Insurance-Health/Life	48,273	56,929	0	0	56,929
03-31 Insurance-Unemployment	3,014	2,866	0	0	2,866
03-32 Insurance-Opt Out	2,400	2,400	0	0	2,400
04-00 Worker's Compensation-	53,404	54,184	0	0	54,184
11-00 Clothing & Personal Suppl-	4,450	6,762	0	0	6,762
12-00 Communications-	7,500	7,500	0	0	7,500
14-00 Household Expense-	56,100	56,719	0	0	56,719
15-12 Insurance-Public Liability	2,159	12,364	0	0	12,364
15-13 Insurance-Fire & Allied Cvrsgs	73,896	54,599	0	11,799	66,398
17-00 Maintenance-Equipment-	7,500	8,000	0	0	8,000
18-00 Maint-Bldgs & Imprvmts-	125,000	135,000	50,000	0	185,000
20-00 Memberships-	150	150	0	0	150
22-70 Office Expense-Supplies	2,500	2,500	0	0	2,500
22-71 Office Expense-Postage	200	200	0	0	200
23-80 Prof & Specialized Svcs-Professional & Specialize	227,500	48,660	0	0	48,660
23-91 Prof & Specialized Svcs-Intra-Div Services	46,594	46,594	0	0	46,594
25-00 Rents & Leases-Equipment-	2,500	2,500	0	0	2,500
26-00 Rents & Leases-Bldg & Imp-	34,000	34,000	0	0	34,000

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1671 : Property Management, Buildings & Grounds

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
27-00 Small Tools & Instruments-	6,000	8,000	0	0	8,000
28-30 Special Departmental Exp-Supplies & Services	17,500	17,500	0	0	17,500
29-50 Transportation & Travel- Transportation & Travel	10,000	10,000	0	0	10,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	20,000	18,600	0	0	18,600
30-00 Utilities-	306,000	306,000	0	(11,799)	294,201
38-00 Inventory Items-	18,444	3,000	0	0	3,000
48-00 Taxes & Assessments-	3,330	3,400	0	0	3,400
62-71 Cap. FA-Equipment-Office	67,900	0	0	0	0
62-72 Cap. FA-Equipment-Autos & Light Trucks	63,530	0	0	0	0
62-79 Cap. FA-Equipment-Prior Years	0	0	67,900	0	67,900
80-80 Other Financing Uses-Interfund Reimbursements	(43,137)	(45,000)	0	0	(45,000)
Expense - Summary	1,692,655	1,411,151	144,770	0	1,555,921
NET COST	1,447,744	1,157,000	144,770	0	1,301,770

WATER RESOURCES

SCOTT DE LEON, Director



BU 1672 – Lakebed Management (Fund 133)

DEPARTMENT OVERVIEW

This budget is used to maintain and enhance navigation, aquatic life, habitat, 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 plant and algae control, buoy maintenance, water and sediment monitoring and the administration of permits for lakeshore construction and the encroachment leases.

Boat lanes are created by removing about 421 acres of aquatic vegetation. This activity has historically been performed by a contractor and funded through the General Fund through income from the Geyser Electric Project.

ACCOMPLISHMENTS IN FY 2018-19

- Maintained 421 acres of boat lanes through herbicide application, harvesting and buoy placement
- Collected and analyzed monthly water and sediment samples from Clear Lake
- Revised the Aquatic Plant Management Ordinance to ensure better compliance with state requirements
- Revised the Lakebed Shoreline Ordinance to help protect state-threatened Chi Hitch
- Purchased used 24' Boulton to provide safer vessel for lake work
- Performed a needs assessment for swim lines and recreational buoys. Worked with Public Services to improve and replace existing buoys
- Work with tribes and other county departments to create, purchase and install cyanobacteria signs at public beaches

GOALS IN FY 2019-20

- Provide effective boat lanes through herbicide application, harvesting and buoy placement
- Contract with AmeriCorps Civic Spark program to host an intern who will document lakebed structures and create a GIS database to help track construction activities on the lake.
- Continue to monitor water quality

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Expect an additional \$40,000 due to an increase in lakebed enforcement and permitting

Department Revenue and Expenses

Fund: 133 : Lakebed Management

Budget Unit: 1672 : Property Management, Lakebed Management

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-60 Permits-Other	16,500	45,000	(15,000)	0	30,000
31-82 Fines, Forfeit, Penalties-Criminal Fines	0	0	35,000	0	35,000
42-01 Revenue from Use of Money-Interest	2,000	39,000	(35,000)	0	4,000
56-30 Other Government Agencies-Other	0	0	50,000	0	50,000
79-90 Other-Miscellaneous	50,000	50,000	(50,000)	0	0
81-22 Operating Transfers-In	265,000	300,000	0	0	300,000
Revenue - Summary	333,500	434,000	(15,000)	0	419,000
Expense					
11-00 Clothing & Personal Suppl-	1,000	1,000	0	0	1,000
15-10 Insurance-Other	750	1,000	0	0	1,000
17-00 Maintenance-Equipment-	3,500	3,500	0	0	3,500
22-70 Office Expense-Supplies	2,500	2,500	0	0	2,500
22-71 Office Expense-Postage	2,000	2,500	0	0	2,500
23-80 Prof & Specialized Svcs-Professional & Specialize	20,300	51,300	0	0	51,300
23-81 Prof & Specialized Svcs-Engineering In-House	400	400	0	0	400
23-90 Prof & Specialized Svcs-Administrative Services	3,890	1,437	0	0	1,437
23-91 Prof & Specialized Svcs-Intra-Div Services	220,965	375,440	0	0	375,440
24-00 Publications & Legal Ntcs-	200	200	0	0	200
26-00 Rents & Leases-Bldg & Imp-	1,100	1,100	0	0	1,100
27-00 Small Tools & Instruments-	350	350	0	0	350
28-30 Special Departmental Exp-Supplies & Services	15,100	9,500	0	0	9,500
29-50 Transportation & Travel-Transportation & Travel	2,577	2,000	0	0	2,000
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	800	600	0	0	600
53-48 Other Charges-Water Quality Improvement	74,500	25,250	0	0	25,250
62-74 Cap. FA-Equipment-Other	20,000	0	0	0	0

Department Revenue and Expenses

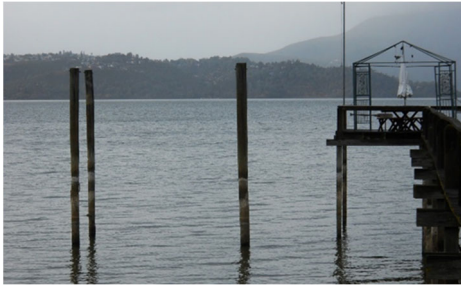
Fund: 133 : Lakebed Management

Budget Unit: 1672 : Property Management, Lakebed Management

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
90-91 Transfers & Contingencies- Contingencies	1,000	1,000	0	0	1,000
Expense - Summary	370,932	479,077	0	0	479,077
NET COST	37,432	45,077	15,000	0	60,077

WATER RESOURCES

SCOTT DE LEON, 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 to fund BU 1672 - Lakebed Management.

ACCOMPLISHMENTS IN FY 2018-19

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

GOALS IN FY 2019-20

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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

A \$40,000 increase is expected with increased oversight of lakebed construction activities and fines assessed for noncompliant structures.

Department Revenue and Expenses

Fund: 179 : Lakebed Special Programs

Budget Unit: 1673 : Property Management, Lakebed Special Programs

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-60 Permits-Other	25,000	25,000	0	0	25,000
42-01 Revenue from Use of Money-Interest	1,500	2,500	0	0	2,500
79-97 Other-Contributions Lakebed	275,000	272,500	0	0	272,500
81-23 Operating Transfers-Out	(265,000)	(300,000)	0	0	(300,000)
Revenue - Summary	36,500	0	0	0	0
NET COST	(36,500)	0	0	0	0

WATER RESOURCES

SCOTT DE LEON, Director



BU 1674 – Flood Corridor Maintenance (Fund 136)

DEPARTMENT OVERVIEW

The Flood Protection Corridor Program consists of purchasing flood prone property for future implementation of the Middle Creek Flood Damage Reduction and Ecosystem Restoration Project (Middle Creek Project). The County currently own and maintains 38 properties and expects to purchase some or all of the properties using a \$15,000,000 grant from California Department of Water Resources.

This budget unit allows regular maintenance and structures must be demolished or relocated.

ACCOMPLISHMENTS IN FY 2018-19

- Leased land to rice farmer
- Collection and payment of assessed fees to State Flood Control Board for maintenance of Maintenance Area 17
- Recovered partial electrical expenses from agricultural lease holder
- Engaged Corps of Engineers to begin planning levee decommissioning process

GOALS IN FY 2019-20

- Purchase remaining properties using grant funds
- Expand property leasing opportunities to increase revenue
- Maintain acquired properties consistent with sound land management practices
- Examine cost/benefit of turning property management over to land trusts

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

An increase of \$178,904 is expected as a contribution from the DWR Middle Creek Reclamation Grant.

Department Revenue and Expenses

Fund: 136 : Flood Corridor Prop Maint

Budget Unit: 1674 : Property Management, Flood Corridor Prop Maint

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	6,000	8,000	0	0	8,000
54-40 State Aid-Disaster Relief	0	232,639	(232,639)	0	0
54-90 State Aid-Other	0	0	232,639	0	232,639
Revenue - Summary	6,000	240,639	0	0	240,639
Expense					
18-00 Maint-Bldgs & Imprvmnts-	17,000	50,000	0	0	50,000
23-80 Prof & Specialized Svcs-Professional & Specialize	3,000	3,000	0	0	3,000
23-81 Prof & Specialized Svcs-Engineering In-House	4,000	4,000	0	0	4,000
23-90 Prof & Specialized Svcs-Administrative Services	1,612	1,470	0	0	1,470
23-91 Prof & Specialized Svcs-Intra-Div Services	24,064	63,901	0	0	63,901
28-30 Special Departmental Exp-Supplies & Services	68,000	39,100	0	0	39,100
30-00 Utilities-	23,000	23,000	0	0	23,000
48-00 Taxes & Assessments-	300	300	0	0	300
80-80 Other Financing Uses-Interfund Reimbursements	(5,000)	0	0	0	0
90-91 Transfers & Contingencies-Contingencies	1,000	1,000	0	0	1,000
Expense - Summary	136,976	185,771	0	0	185,771
NET COST	130,976	(54,868)	0	0	(54,868)

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 1778 – Capital Projects (Fund 978)

DEPARTMENT OVERVIEW

This Budget Unit is utilized for the purpose of appropriating funds for miscellaneous capital projects. This Budget Unit previously included funding for the Clearlake Oaks Sidewalk project which was completed in FY 2018-19.

ACCOMPLISHMENTS IN FY 2018-19

- Managed cash flow for the CDBG portion of the Clearlake Oaks Sidewalk Project (V2028)
- Obtained an updated Project Design Report relative to the South Main Lakeport project, in partnership with Special Districts (FCMP)

GOALS IN FY 2019-20

- Determine water system feasibility for the South Main Street area in Lakeport (V2028)
- With consultant support, and in collaboration with Public Services:
- Move forward with energy upgrades and efficiencies (FCMP); and
- Assess condition of existing facilities to prioritize projects and appropriately direct funds budgeted for Deferred Maintenance of County facilities (FCMP)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- South Main Lakeport project funds have been set aside for many years and it is intended that FY 2019-20 will be the year that feasibility is determined. In the event the Board determines not to go forward with the project, the Board may consider re-appropriating funds to other one-time priorities or projects.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Funding for the South Main Lakeport project has been restored to earlier levels.

Because this Budget Unit is established for Capital Projects, the specific funding requests of BU's 1671 Buildings and Grounds and 2301 Jail Facilities for roof replacements have been moved here, in an account established for Deferred Maintenance.

Department Revenue and Expenses

Fund: 978 : Capital Projects

Budget Unit: 1778 : Special Projects, Capital Projects

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-90 State Aid-Other	5,094,503	0	0	0	0
80-92 Loans/Int Fin/Bonds-Advance From Other Fund	1,000,000	0	0	0	0
80-93 Loans/Int Fin/Bonds-Advance To Other Fund	(1,000,000)	0	0	0	0
81-22 Operating Transfers-In	0	0	2,554,273	0	2,554,273
Revenue - Summary	5,094,503	0	2,554,273	0	2,554,273
Expense					
18-00 Maint-Bldgs & Imprvmnts-	0	0	0	9,273	9,273
28-30 Special Departmental Exp-Supplies & Services	45,000	45,000	0	0	45,000
61-60 Cap. FA-Bldgs & Imp-Current	0	0	2,000,000	0	2,000,000
63-04 Construction in Progress-Water Systems	2,427,602	2,400,000	0	0	2,400,000
63-09 Construction in Progress-Sidewalks/Curbs/BikePaths	2,989,628	0	0	0	0
63-13 Construction in Progress-Buildings & Improvements	9,273	9,273	0	(9,273)	0
Expense - Summary	5,471,503	2,454,273	2,000,000	0	4,454,273
NET COST	377,000	2,454,273	(554,273)	0	1,900,000

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 1781 – Special Projects

DEPARTMENT OVERVIEW

This Budget Unit is used for special projects that are not applicable to any other Budget Unit, and to provide funding for a variety of special projects involving other departments. This is a General Fund Budget Unit financed primarily by one-time general discretionary revenues, with some carried over from prior years. Specifically, revenues include PEG franchise fees, and rental fees from Harbor Village. This BU provides a small amount of funding for Lampson Field infrastructure match. Appropriations are included for Water Quality Improvement projects, a wildfire stable housing assistance funded by GSFA and provided to local survivors pursuant to a contract with NCO ending 12/31/19, and one-time monies budgeted beginning in 2014 but never spent for Code Enforcement activities. This BU includes proposed funding for the Lucerne Harbor Docks and Dredging project and for remodeling of the old Nice Clubhouse. This BU includes seed money for needed energy upgrades and efficiencies in County facilities per our Fiscal Crisis Management Plan.

ACCOMPLISHMENTS IN FY 2018-19

- Upon actualization of the Board's decision to sell the Lucerne Hotel, eliminated considerable ongoing expenses associated with maintenance of that facility (FCMP)

GOALS IN FY 2019-20

- Partner with the Animal Control Director to allocate Indian Gaming SDF funds approved and budgeted since 2010, but never used (V2028)
- With the Community Development Director, subject to Board direction, facilitate optimal deployment of one-time funds budgeted for Code Enforcement (V2028)
- In collaboration with the Water Resources Director, direct use of funds budgeted for Water Quality Improvement (V2028)
- At the direction of the Board, and in cooperation with Public Services:
 - Secure a planning grant for prospective Lucerne Harbor dredging and dock project (V2028)
 - Remodel the old Nice Club House, to make the facility available for community use (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Support for CASA, a private non-profit agency, as was requested in the past by a former County supervisor.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Appropriations reduced significantly due to the sale of the Lucerne Hotel.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1781 : Special Projects, Administration

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-50 Permits-Franchises	40,000	40,000	0	0	40,000
42-10 Rents & Concessions-Rents & Concessions	10,800	12,600	0	0	12,600
52-90 State Taxes-Other In Lieu	3,050	3,000	0	0	3,000
81-23 Operating Transfers-Out	(28,796)	(9,625)	(9,000)	33,716	(52,341)
Revenue - Summary	25,054	45,975	(9,000)	(33,716)	3,259
Expense					
04-00 Worker's Compensation-	3,836	0	0	0	0
12-00 Communications-	3,120	540	0	0	540
15-12 Insurance-Public Liability	2,119	12,308	0	0	12,308
15-13 Insurance-Fire & Allied Cvrgs	5,528	7,954	0	0	7,954
18-00 Maint-Bldgs & Imprvmnts-	387,523	0	0	129,953	129,953
23-80 Prof & Specialized Svcs- Professional & Specialize	0	10,000	95,000	0	105,000
23-91 Prof & Specialized Svcs-Intra-Div Services	9,000	9,000	0	0	9,000
28-64 Special Departmental Exp-Control Burns	25,000	25,000	(25,000)	0	0
30-00 Utilities-	25,000	7,500	0	0	7,500
38-00 Inventory Items-	10,000	0	0	0	0
48-00 Taxes & Assessments-	3,500	3,500	0	0	3,500
52-10 Other Charges-Contib to Non-Co Gov Agen	80,500	80,500	0	0	80,500
53-48 Other Charges-Water Quality Improvement	84,338	84,338	0	0	84,338
53-54 Other Charges-Law Enforcement	24,827	27,688	0	0	27,688
55-07 Other Charges-Community Revitalization	534,238	534,238	0	0	534,238
57-05 Prof & Specialized Svcs-Tenant Based Rental Assis	525,000	525,000	0	0	525,000
63-11 Construction in Progress-Docks/ Piers	0	250,000	0	0	250,000
63-13 Construction in Progress-Buildings & Improvements	0	166,884	(79,000)	0	87,884
Expense - Summary	1,723,529	1,744,450	(9,000)	129,953	1,865,403

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1781 : Special Projects, Administration

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
NET COST	1,698,475	1,698,475	0	163,669	1,862,144

SHERIFF

BRIAN L. MARTIN, Sheriff



BU 1785 – Public Safety Facilities (Fund 960)

DEPARTMENT OVERVIEW

This budget was established as part of the SB 1022 Jail expansion project. It was to be used to complete a separate project while the construction of the new wing was being completed. SB 1022 funds were returned to the state, however, this project still needs to be completed due to aging equipment.

*The new project is the replacement and consolidation of the two separate tower and control panels (locations) into one control panel (location).

ACCOMPLISHMENTS IN FY 2018-19

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

GOALS IN FY 2019-20

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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 960 : Public Safety Facilities

Budget Unit: 1785 : Special Projects, Public Safety Facilities

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense					
63-13 Construction in Progress-Buildings & Improvements	1,163,793	1,159,744	0	0	1,159,744
Expense - Summary	1,163,793	1,159,744	0	0	1,159,744
NET COST	1,163,793	1,159,744	0	0	1,159,744

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 1794 – CDBG Program Income (Fund 94)

DEPARTMENT OVERVIEW

CDBG 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 other CDBG projects and is transferred to Budget Unit 1796 CDBG Capital Projects. Annual amounts less than \$35,000 can be retained by the General Fund.

ACCOMPLISHMENTS IN FY 2018-19

- Tracked housing loan payments received and prepared semi-annual program income reports (V2028)

GOALS IN FY 2019-20

- Track housing loan payments received and prepare semi-annual program income reports (V2028)
- Transfer funds to BU 5164, if under the \$35,000 threshold, at the end of the fiscal year (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 94 : CDBG Program Income

Budget Unit: 1794 : Special Projects, CDBG Projects

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	200	200	0	0	200
80-97 Loans/Int Fin/Bonds-Priv Sector Loan Rec	1,000	1,000	0	0	1,000
81-31 Residual Equity Transfers-Residual Equity Transfer	(1,200)	(1,200)	0	0	(1,200)
Revenue - Summary	0	0	0	0	0
NET COST	0	0	0	0	0

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 1796 – CDBG Capital Projects (Fund 936)

DEPARTMENT OVERVIEW

This Budget Unit provides funding to capital projects financed by the Community Development Block Grant (CDBG) program.

ACCOMPLISHMENTS IN FY 2018-19

- Managed administrative claiming processes for the Clearlake Oaks Sidewalk Project (V2028)
- Supported the application process for the Anderson Springs sewer project, initiated by Special Districts (V2028)

GOALS IN FY 2019-20

- As Notices of Funding Availability are released, utilize the services of our consultant to apply for new project funds, to support at least the Lower Lake Water System interconnection, Disaster Response Housing and Code Enforcement (V2028; FCMP)
- Manage CDBG accounting for Special Districts' Anderson Springs Project (V2028)
- Partner with regional agencies to seek grant funding for low income housing (V2028; FCMP)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

As noted above, completion of Clearlake Oaks Sidewalk Project.

Department Revenue and Expenses

Fund: 936 : CDBG-Capital Projects

Budget Unit: 1796 : Special Projects, CDBG-Capital Projects

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-90 State Aid-Other	3,741,561	2,064,263	0	(20,000)	2,084,263
80-92 Loans/Int Fin/Bonds-Advance From Other Fund	750,000	2,064,263	0	0	2,064,263
80-93 Loans/Int Fin/Bonds-Advance To Other Fund	(750,000)	(2,064,263)	0	20,000	(2,084,263)
Revenue - Summary	3,741,561	2,064,263	0	0	2,064,263
Expense					
23-30 Prof & Specialized Svcs-General Admin	97,778	90,000	0	0	90,000
23-31 Prof & Specialized Svcs-Activity Delivery	198,000	50,000	0	0	50,000
23-80 Prof & Specialized Svcs-Professional & Specialize	10,750	0	0	0	0
63-05 Construction in Progress-Sewer Systems	1,924,263	1,924,263	0	0	1,924,263
63-09 Construction in Progress-Sidewalks/Curbs/BikePaths	1,512,000	0	0	0	0
Expense - Summary	3,742,791	2,064,263	0	0	2,064,263
NET COST	1,230	0	0	0	0

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 1892 – Marketing and Economic Development

DEPARTMENT OVERVIEW

Budget Unit 1892 promotes the marketing of Lake County as a tourist destination; serves to increase local tourism and commerce; and fosters local economic development.

Through the direction and support by the Board of Supervisors, and the collaborative efforts of tourism stakeholders, the City of Clearlake, and the City of Lakeport, we undertook the process through this Budget Unit to form a new destination marketing entity, called a Tourism Improvement District (TID), which is funded through a new non-tax assessment of 1.5% paid by overnight guests.

On October 23, 2018, your Board approved the Management District Plan of the Lake County Tourism Improvement District (LCTID) called "Visit Lake County California" (VLCC). The newly formed VLCC-LCTID Board was seated in November 2018. VLCC's Board is comprised of a majority of lodging owners or their representatives, as well as seats held by the County of Lake, the City of Clearlake, and the City of Lakeport. The 1.5% assessment began January 1, 2019, and will continue over a five-year period and beyond, pending renewal of the VLCC-LCTID. These funds are managed by VLCC-LCTID in accordance with the Management District Plan and dedicated solely to attracting visitors to our county; to spend the night in our lodging businesses and spend visitor dollars in our community.

This is an exciting and proactive opportunity for how destination marketing is promoted for Lake County. To support the efforts of Visit Lake County, CA, staff recommends that the monies previously spent and overseen through BU 1892 for marketing be condensed into one contract with VLCC for their efforts to promote our county as a tourism destination. As per the Management District Plan, Visit Lake County CA will provide an annual report and presentation to your Board and to the lodging stakeholders.

In addition, through your Board's direction and support, this Budget Unit provided financial support for the creation of the Lake County Economic Development Strategy plan produced by Dr. Robert Eyler, in joint effort between the County of Lake, The City of Clearlake, The City of Lakeport, the Lake County Economic Development Corporation, and the Work Force Alliance of the North Bay. Your Board hosted a joint meeting with both cities on December 3, 2018 to present this plan to the community. In January 2019 your Board adopted a Resolution Adopting the Lake County Economic Development Strategy 2018. As per Vision 2028, your Board and the County of Lake are committed to economic resilience for its citizens by growing our economy and spurring the creation of quality local jobs through focused Economic Development.

Through your Board's efforts and support, we now have a two exciting collaborative entities and processes for marketing and economic development with the newly formed Visit Lake County CA TID and partnership with the Lake County Economic Development Corporation.

COUNTY ADMINISTRATIVE OFFICE

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

ACCOMPLISHMENTS IN FY 2018-19

- Reengaged with tourism stakeholders and renewed collaboration efforts (V2028)
- Initiated regular tourism stakeholder meetings and quarterly newsletter (V2028)
- Collaboratively funded Lake County Economic Development Strategy for focused action (V2028)
- In partnership with lodging businesses and community stakeholders, formed Lake County Tourism Improvement District, creating a new tourism marketing entity with its own non-tax funding source for destination marketing (V2028; FCMP)

GOALS IN FY 2019-20

- Participate in and support the growth of Lake County Tourism Improvement District (V2028; FCMP)
- Identify business attraction incentives for Economic Development (V2028; FCMP)
- Implement Lake County Economic Development Strategy priorities (V2028; FCMP)
- Continue productive outreach and collaboration with tourism stakeholders (V2028; FCMP)
- Support the Community Risk Reduction Authority JPA in its efforts to reduce the risk of future wildfires (V2028)
- Provide \$150,000 to the Lake County Sheriff's Office (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

TOT revenues vary year to year. Middletown Rancheria cancelled their marketing contribution in 2017 but are engaged in the Tourism Improvement District conversations and have expressed their desire to contribute to that entity in its stead.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1892 : Promotion, Marketing & Econ Dvlpmnt

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-91 Other Taxes-Transient Occupancy	475,000	520,000	0	0	520,000
54-90 State Aid-Other	0	0	0	(75,000)	75,000
56-30 Other Government Agencies-Other	30,000	10,000	0	0	10,000
Revenue - Summary	505,000	530,000	0	75,000	605,000
Expense					
12-00 Communications-	1,000	1,000	0	0	1,000
15-12 Insurance-Public Liability	2,251	2,580	0	0	2,580
17-00 Maintenance-Equipment-	50	50	0	0	50
20-00 Memberships-	11,500	1,404	0	0	1,404
22-70 Office Expense-Supplies	300	300	0	0	300
22-71 Office Expense-Postage	50	50	0	0	50
23-80 Prof & Specialized Svcs- Professional & Specialize	107,799	206,000	0	0	206,000
23-91 Prof & Specialized Svcs-Intra-Div Services	86,144	86,144	0	0	86,144
28-30 Special Departmental Exp-Supplies & Services	5,800	0	0	75,000	75,000
28-91 Special Departmental Exp- Advertising & Promotion	73,540	10,222	0	0	10,222
29-50 Transportation & Travel- Transportation & Travel	250	250	0	0	250
53-48 Other Charges-Water Quality Improvement	59,316	65,000	0	0	65,000
53-54 Other Charges-Law Enforcement	150,000	150,000	0	0	150,000
55-02 Other Charges-Highway Signage	7,000	7,000	0	0	7,000
Expense - Summary	505,000	530,000	0	75,000	605,000
NET COST	0	0	0	0	0

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 operations 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 2018-19

- 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 550 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 50 encroachment permits and nearly 160 transportation permits
- Perform purchasing of vehicles that will be added to or replace existing vehicles in the Central Garage fleet

GOALS IN FY 2019-20

- Continue to 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 and ISF fund expenditures to ensure all expenditures comply with the requirements of the State Controller's Office
- Maintain full staffing

DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director

BU 1903 – Department of Public Works Administration

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes in this Division's budget for FY 19/20. Last year we proposed and received approval for the funding of an Assistant Director of Public Works. The position allocation had been included in the previous year's budget, however it was unfunded. The Department did not pursue filling of the position last year as we needed to wait for the outcome of the repeal efforts of SB1 funding. Though the repeal effort failed, we have continued to delay recruitment for the position until the completion of the classification and compensation study. The do plan to fill the position 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

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1903 : General, Public Works Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
66-10 Charges for Services-Planning & Engineering	4,900	4,900	0	0	4,900
66-50 Charges for Services-Auditing & Accounting	841,663	782,726	0	0	782,726
69-20 Other Current Services-Other	5	12	0	0	12
79-71 Sales-Books	32	32	0	0	32
Revenue - Summary	846,600	787,670	0	0	787,670
Expense					
01-11 Salaries & Wages-Permanent	430,345	441,366	0	(5,100)	436,266
01-14 Salaries & Wages-Other, Term	2,320	2,320	0	0	2,320
02-21 Retirement Contributions-FICA	33,099	33,942	0	0	33,942
02-22 Retirement Contributions-PERS	76,434	91,636	0	0	91,636
03-30 Insurance-Health/Life	75,004	82,704	0	0	82,704
03-31 Insurance-Unemployment	3,026	3,048	0	0	3,048
04-00 Worker's Compensation-	2,167	1,993	0	0	1,993
12-00 Communications-	5,520	5,520	0	0	5,520
15-12 Insurance-Public Liability	6,356	7,385	0	0	7,385
15-13 Insurance-Fire & Allied Cvrgrs	1,205	1,273	0	0	1,273
17-00 Maintenance-Equipment-	12,380	12,630	0	5,100	17,730
18-00 Maint-Bldgs & Imprvmnts-	500	500	0	0	500
20-00 Memberships-	1,589	1,589	0	0	1,589
22-70 Office Expense-Supplies	20,000	18,000	0	0	18,000
22-71 Office Expense-Postage	4,000	3,800	0	0	3,800
22-72 Office Expense-Books & Periodicals	450	450	0	0	450
23-80 Prof & Specialized Svcs- Professional & Specialize	16,325	16,325	0	0	16,325
23-90 Prof & Specialized Svcs- Administrative Services	132,241	36,169	0	0	36,169
24-00 Publications & Legal Ntcs-	500	500	0	0	500
28-30 Special Departmental Exp-Supplies & Services	7,645	9,025	0	0	9,025
29-50 Transportation & Travel- Transportation & Travel	5,450	6,450	0	0	6,450
29-51 Transportation & Travel-Cent. Gar.-	6,720	6,720	0	0	6,720

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1903 : General, Public Works Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Pool Mlg ONLY					
38-00 Inventory Items-	3,325	4,325	0	0	4,325
Expense - Summary	846,601	787,670	0	0	787,670
NET COST	1	0	0	0	0

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 2018-19

- Pilot program for electronic signatures.
- Significantly improved backup infrastructure and methods.
- Increased resiliency for county systems.

INFORMATION TECHNOLOGY

SHANE FRENCH, Director
BU 1904 – Information Technology

GOALS IN FY 2019-20

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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

We are removing Deputy IT director from position allocations.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1904 : General, Information Technology

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
66-52 Charges for Services-Data Processing Charges	344,370	335,000	0	0	335,000
69-20 Other Current Services-Other	750	750	0	0	750
Revenue - Summary	345,120	335,750	0	0	335,750
Expense					
01-11 Salaries & Wages-Permanent	691,488	629,577	0	0	629,577
01-13 Salaries & Wages-OT, Holiday, Stby	33,700	33,700	0	0	33,700
02-21 Retirement Contributions-FICA	53,518	48,782	0	0	48,782
02-22 Retirement Contributions-PERS	122,815	130,713	0	0	130,713
03-30 Insurance-Health/Life	76,644	77,917	0	0	77,917
03-31 Insurance-Unemployment	4,891	4,457	0	0	4,457
03-32 Insurance-Opt Out	7,200	7,200	0	0	7,200
04-00 Worker's Compensation-	4,828	3,748	0	0	3,748
12-00 Communications-	35,820	37,320	0	24,000	61,320
15-12 Insurance-Public Liability	2,363	2,680	0	0	2,680
15-13 Insurance-Fire & Allied Cvrgrs	366	386	0	0	386
17-00 Maintenance-Equipment-	81,000	85,500	0	0	85,500
22-70 Office Expense-Supplies	1,800	1,200	0	0	1,200
22-71 Office Expense-Postage	400	300	0	0	300
22-72 Office Expense-Books & Periodicals	200	200	0	0	200
23-80 Prof & Specialized Svcs-Professional & Specialize	4,000	7,000	0	0	7,000
26-00 Rents & Leases-Bldg & Imp-	1,000	1,000	0	0	1,000
27-00 Small Tools & Instruments-	1,000	1,000	0	0	1,000
28-30 Special Departmental Exp-Supplies & Services	104,450	141,800	0	0	141,800
28-31 Special Departmental Exp-Geographical Inform Sys	9,250	9,250	0	0	9,250
29-50 Transportation & Travel-Transportation & Travel	2,000	3,000	0	0	3,000
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	4,500	6,000	0	0	6,000
38-00 Inventory Items-	13,500	0	0	0	0

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1904 : General, Information Technology

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
62-71 Cap. FA-Equipment-Office	126,500	0	0	9,000	9,000
62-72 Cap. FA-Equipment-Autos & Light Trucks	35,000	0	0	0	0
Expense - Summary	1,418,233	1,232,730	0	33,000	1,265,730
NET COST	1,073,113	896,980	0	33,000	929,980

DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



BU 1908 – Engineering and Inspection

DEPARTMENT OVERVIEW

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.

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 2018-19

- Completed the construction of the Clearlake Oaks Pedestrian Improvement project
- Completed the construction of the Mockingbird Lane Bridge Replacement project
- Completed design of two sign and striping safety improvement projects
- Completed the design of pedestrian projects in Upper Lake and Middletown
- Completed the design of two culvert replacement projects funded by FEMA
- Worked with our consultants to advance the design for a number of bridge replacement projects and secure federal funding for various phases of project development
- Successfully hired additional consultants for technical services on several bridge design projects
- Completed project close-out requirements for Harbin Springs Bridge replacement project
- Completed the design for Clark Drive rehabilitation project
- Completed the design of several overlay projects funded through SB-1

DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director

BU 1908 – Engineering and Inspection

GOALS IN FY 2019-20

- Complete construction on the two sign and striping safety improvement projects
- Complete construction of the Bartlett Springs Road Bridge over Cache Creek (Bridge 14C-0107) Rehabilitation project, pending availability of the programmed funding in the current federal fiscal year
- Work with our consultant to complete design of the Socrates Mine Road Storm Damage Repair projects, pending environmental clearance by FEMA
- 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 construction of pedestrian projects in Upper Lake and Middletown
- Complete design of the Hill Road Slide Repair project
- Complete the environmental clearance and right-of-way certification for Witter Springs Road Bridge over Cooper Creek (Bridge 14C-0119) and Clayton Creek Road Bridge over Clayton Creek (Bridge 14C-0031) for bid advertisement in Spring 2020, pending availability of the programmed funding in the next federal fiscal year
- Complete construction of FMAG Culverts Projects 1 & 2
- Complete the design of, and advertise for bids, FMAG Culverts Project 3
- Work with our consultants to complete the design for First Street Bridge over Clover Creek (Bridge 14C-0015), Bartlett Springs Road over Bartlett Creek (Bridge 14C-0099), and Witter Springs Road Bridge over Cooper Creek (Bridge 14C-0102) for construction in the next fiscal year, pending availability of federal funding.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- This Division will soon experience the retirement of an individual with over 30 years of experience, and recruiting someone to fill the position will likely be difficult due to the unique nature of the position and the challenges this County has recruiting and retaining individuals from outside the area. This highlights an issue with the Division - the lack of succession planning. Considering the specialized nature of the work this Division performs and the difficulty in recruiting skilled or experienced individuals, we need to be grooming existing employees for advancement or provide a more attractive benefit package to potential applicants. It is hoped with the completion of the ongoing Classification and Compensation Study that we can do just that.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1908 : General, Engineering & Inspection

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-30 Permits-Road Privileges & Permit	50,000	50,000	0	0	50,000
21-60 Permits-Other	2,000	6,000	0	0	6,000
66-10 Charges for Services-Planning & Engineering	1,060,035	1,094,728	0	0	1,094,728
66-11 Charges for Services-Subdivision Insp Fees	4,500	6,000	0	0	6,000
79-73 Sales-Surveyor Maps	5,600	3,000	0	0	3,000
79-90 Other-Miscellaneous	5	5	0	0	5
Revenue - Summary	1,122,140	1,159,733	0	0	1,159,733
Expense					
01-11 Salaries & Wages-Permanent	770,988	766,904	0	0	766,904
01-12 Salaries & Wages-Extra Help	25,200	25,200	0	0	25,200
01-13 Salaries & Wages-OT, Holiday, Stby	3,000	3,000	0	0	3,000
01-14 Salaries & Wages-Other, Term	4,253	3,548	0	0	3,548
02-21 Retirement Contributions-FICA	60,412	60,046	0	0	60,046
02-22 Retirement Contributions-PERS	136,936	159,225	0	0	159,225
03-30 Insurance-Health/Life	96,551	125,860	0	0	125,860
03-31 Insurance-Unemployment	5,603	5,570	0	0	5,570
03-32 Insurance-Opt Out	2,400	2,400	0	0	2,400
04-00 Worker's Compensation-	12,091	12,299	0	0	12,299
11-00 Clothing & Personal Suppl-	800	800	0	0	800
12-00 Communications-	600	1,300	0	0	1,300
15-12 Insurance-Public Liability	6,414	7,436	0	0	7,436
17-00 Maintenance-Equipment-	5,735	6,385	0	0	6,385
20-00 Memberships-	1,675	1,815	0	0	1,815
22-72 Office Expense-Books & Periodicals	2,200	2,200	0	0	2,200
23-80 Prof & Specialized Svcs-Professional & Specialize	13,730	15,230	0	0	15,230
23-85 Prof & Specialized Svcs-DPW Services	80,143	74,592	0	0	74,592
23-90 Prof & Specialized Svcs-Administrative Services	11,993	12,248	0	0	12,248
24-00 Publications & Legal Ntcs-	500	500	0	0	500

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 1908 : General, Engineering & Inspection

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
27-00 Small Tools & Instruments-	1,700	1,000	0	0	1,000
28-30 Special Departmental Exp-Supplies & Services	15,620	17,670	0	0	17,670
29-50 Transportation & Travel- Transportation & Travel	3,600	3,600	0	0	3,600
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	25,000	25,000	0	(6,000)	19,000
38-00 Inventory Items-	4,000	3,000	0	0	3,000
62-71 Cap. FA-Equipment-Office	6,000	0	14,000	8,000	22,000
Expense - Summary	1,297,144	1,336,828	14,000	2,000	1,352,828
NET COST	175,004	177,095	14,000	2,000	193,095

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Office



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 governments. 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. Funding from this Budget Unit consists of projects to mitigate the impact of geothermal development, park acquisition, maintenance and preservation, planning and resource management and various other special projects.

The President's budget proposes to eliminate the Federal share of royalties although our Congressman continues his diligent efforts to convince the Department of the Interior to maintain the funding. Revenue estimates contained herein anticipate continuation of the Federal share.

ACCOMPLISHMENTS IN FY 2018-19

- Limited expenditures in response to the instability of this revenue stream (FCMP)

GOALS IN FY 2019-20

- Provide funds to Public Services for Middletown Library/Senior Center landscaping; funds were previously set aside for the facility's parking lot project, now complete (V2028)
- Partner with the Water Resources Director to optimize use of Aquatic Weed Spraying funds (V2028)
- Support BU 2702's Resource Planner Position
- Provide \$100,000 to the Lake County Sheriff's Office (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Federal Share of revenue estimated at \$710,000

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 118 : Geo Resource Royalties

Budget Unit: 1918 : General, Geo Resource Royalties

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	10,000	15,000	0	0	15,000
54-90 State Aid-Other	425,000	475,000	0	0	475,000
56-01 Other Federal-Other	710,000	710,000	0	0	710,000
56-30 Other Government Agencies-Other	17,000	17,000	0	0	17,000
81-23 Operating Transfers-Out	(675,000)	(610,000)	(105,000)	0	(715,000)
Revenue - Summary	487,000	607,000	(105,000)	0	502,000
Expense					
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
23-80 Prof & Specialized Svcs-Professional & Specialize	30,000	30,000	0	0	30,000
23-91 Prof & Specialized Svcs-Intra-Div Services	20,000	20,000	0	0	20,000
28-30 Special Departmental Exp-Supplies & Services	372,316	600,000	0	(227,838)	372,162
53-48 Other Charges-Water Quality Improvement	125,000	125,000	0	25,000	150,000
53-50 Other Charges-Resource Management	125,000	125,000	0	0	125,000
53-54 Other Charges-Law Enforcement	0	0	0	100,000	100,000
53-90 Other Charges-Library & Community Svcs	35,000	35,000	(15,000)	0	20,000
55-07 Other Charges-Community Revitalization	216,918	675,434	(90,000)	(207,853)	377,581
61-69 Cap FA-Bldgs & Imp-Prior	112,647	112,647	0	273,806	386,453
Expense - Summary	1,039,000	1,725,543	(105,000)	(36,885)	1,583,658
NET COST	552,000	1,118,543	0	(36,885)	1,081,658

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.

The complicated and laborious disaster claiming process is magnified in Lake County by the current active disaster claiming that includes 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, the Sulphur Fire of 2017, the Pawnee and River/Ranch Fire of 2018, and the Atmospheric River storm event of 2019. These ten different claiming 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 during the fiscal year end 2016 was through a transfer of \$2,150,000 from the General Fund. 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 or simply costs related to disaster response and recovery that are not considered claimable are a 100% County cost. There are many ongoing and evolving projects related to these disasters and the cumulative estimate of all disasters since 2015 is \$25,131,930, including disaster costs recorded in other budget units, excluding any hazard mitigation grants received by Special Districts and Public Works. We have received \$8,099,535 in Federal disaster assistance, \$5,991,101 in State disaster assistance and \$336,566 in State Administrative cost reimbursement in this budget unit, and County insurance payments totaling \$3,284,679. The minimum County cost based on the cumulative estimate will range from \$1,570,745 to \$6,282,982 of eligible costs. As projects are developed, more accurately estimated, and necessity is determined; County cost will adjust accordingly.

AUDITOR-CONTROLLER/COUNTY CLERK

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

ACCOMPLISHMENTS IN FY 2018-19

- Closed out Rocky and Jerusalem Fire.
- Continued submitting Valley Fire ongoing project claims. Close out of four of 14 FEMA projects is currently in progress and should be accomplished by fiscal year end.
- Coordinated disaster finance claiming for Winter Storms and submitted all claims.
- Coordinated disaster finance recovery for Sulphur Fire and submitted all claims, with the exception of open projects.
- Submitted all claiming for Pawnee Fire, with the exception of the open project for PPDR.
- Tracking and monitoring of ten major disasters – Rocky Fire, Jerusalem Fire, Valley Fire, Clayton Fire, Winter Storms 2017 (two separate incident periods and claiming), Sulphur Fire, Pawnee Fire, River/Ranch Fire, Atmospheric River 2018.
- Did not use the authorized General Fund reserves, cash flow was managed by continual claiming and State advances.

GOALS IN FY 2019-20

- Close out all completed Valley Fire projects.
- Have contractor in place and complete Sulphur, Pawnee and River/Ranch Fire private property debris removal insurance collections as required by CalOES and FEMA.
- Close out all completed Clayton Fire projects.
- Close out all completed Winter Storm 2017 projects.
- Close out all completed Sulphur Fire projects.
- Close out Pawnee Fire.
- Submit all claims for River/Ranch Fire.
- Submit all emergency protective measure claims for Atmospheric River 2018 and assist departments with their infrastructure project claiming.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

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 and 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, as well as the inevitable audit exceptions that occur during audit.

Due to the ongoing disasters and the lengthy claiming and audit period following close out, the disaster accountant previously allocated in budget unit 1121 Auditor-Controller was moved to this budget unit during midyear. This is funded by the State administrative costs received based on County CDAA funding.

Department Revenue and Expenses

Fund: 110 : Disaster Response & Recov

Budget Unit: 1920 : General, Disaster Response/Recover

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	2,000	50,000	0	0	50,000
54-40 State Aid-Disaster Relief	1,048,645	1,256,710	0	0	1,256,710
55-40 Other Federal-Disaster Relief	4,267,189	5,026,839	0	0	5,026,839
81-22 Operating Transfers-In	2,325,118	0	0	0	0
Revenue - Summary	7,642,952	6,333,549	0	0	6,333,549

Expense

01-11 Salaries & Wages-Permanent	0	47,324	0	0	47,324
01-13 Salaries & Wages-OT, Holiday, Stby	0	1,791	0	0	1,791
02-21 Retirement Contributions-FICA	0	3,758	0	0	3,758
02-22 Retirement Contributions-PERS	0	9,826	0	0	9,826
03-30 Insurance-Health/Life	0	12,029	0	0	12,029
03-31 Insurance-Unemployment	0	327	0	0	327
23-64 Prof & Specialized Svcs-Valley Fire-Svcs & Suppl	100,000	3,000,000	0	0	3,000,000
23-65 Prof & Specialized Svcs-Valley Fire-Labor in-hous	180,000	1,088,549	0	0	1,088,549
23-66 Prof & Specialized Svcs-Clayton Fire-Svcs & Suppl	2,061	100,000	0	0	100,000
23-67 Prof & Specialized Svcs-Clayton Fire-Labor in-hse	76,000	50,000	0	0	50,000
23-69 Prof & Specialized Svcs-Winter Storms 2017-Labor	5,000	500,000	0	0	500,000
23-70 Prof & Specialized Svcs-Sulphur Fire-S & S	2,000	0	0	0	0
23-71 Prof & Specialized Svcs-Sulphur Fire-Labor	76,000	110,000	0	0	110,000
23-72 Prof & Specialized Svcs-Pawnee Fire- S & S	100,000	10,000	0	0	10,000
23-73 Prof & Specialized Svcs-Pawnee Fire-Inhouse Labor	36,282	75,000	0	0	75,000
23-74 Prof & Specialized Svcs-RiverRanch Fire-S&S	4,000,000	100,000	0	0	100,000
23-75 Prof & Specialized Svcs-RiverRanch Fire-Labor	1,065,609	200,000	0	0	200,000

Department Revenue and Expenses

Fund: 110 : Disaster Response & Recov

Budget Unit: 1920 : General, Disaster Response/Recover

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
23-76 Prof & Specialized Svcs- Atmospheric River 2019	0	1,024,945	0	0	1,024,945
Expense - Summary	5,642,952	6,333,549	0	0	6,333,549
NET COST	(2,000,000)	0	0	0	0

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Office



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 Unit 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.

SPECIAL NOTES:

- This Budget Unit includes appropriations to make the following required payments to the State:
- \$133,003 Annual Maintenance of Effort (MOE)
- \$143,155 County Facilities Payment (CFP)
- Per Section 3.5.1.2 of the Joint Occupancy Agreement, if the Courts move to a new courthouse and the County discontinues maintaining the holding cells in the old jail, the CFP will increase by \$1,088 annually.

ACCOMPLISHMENTS IN FY 2018-19

- All State payments were made on time (V2028)

GOALS IN FY 2019-20

- Efficiently receive court fines and fees and disperse said revenue (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The net benefit (revenues less appropriations) to the General Fund from this Budget Unit are declining as follows:

FY 08/09 \$567,713	FY 09/10 \$388,515	FY 10/11 \$391,287
FY 11/12 \$351,011	FY 12/13 \$300,552	FY 13/14 \$358,189
FY 14/15 \$283,685	FY 15/16 \$222,096	FY 16/17 \$287,039
FY 17/18 \$253,500	FY 18/19 \$230,886	FY 19/20 \$230,728 estimated

Department Revenue and Expenses

Fund: 1 : General County
Budget Unit: 2101 : Judicial, Trial Courts

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-70 Fines, Forfeit, Penalties-Vehicle Code Fines	160,000	162,186	0	0	162,186
31-82 Fines, Forfeit, Penalties-Criminal Fines	5,000	5,000	0	0	5,000
31-83 Fines, Forfeit, Penalties-Parking Fines	200	200	0	0	200
31-90 Fines, Forfeit, Penalties-Forfeitures & Penalties	79,000	79,000	0	0	79,000
31-91 Fines, Forfeit, Penalties-Traffic School Bail	115,000	115,000	0	0	115,000
54-90 State Aid-Other	73,436	70,000	0	0	70,000
66-50 Charges for Services-Auditing & Accounting	2,650	2,600	0	0	2,600
66-80 Charges for Services-Law Enforcement Services	600	600	0	0	600
66-91 Charges for Services-Recording Fees	50,000	50,000	0	0	50,000
67-50 Judicial-Court Fees and Costs	3,100	3,000	0	0	3,000
67-63 Judicial-Admin Screen/Cite Process	1,900	1,800	0	0	1,800
67-64 Judicial-Traffic School Fee	21,000	21,000	0	0	21,000
69-20 Other Current Services-Other	5,000	0	0	0	0
Revenue - Summary	516,886	510,386	0	0	510,386
Expense					
23-91 Prof & Specialized Svcs-Intra-Div Services	3,500	3,500	0	0	3,500
52-10 Other Charges-Contib to Non-Co Gov Agen	282,658	276,158	0	0	276,158
Expense - Summary	286,158	279,658	0	0	279,658
NET COST	(230,728)	(230,728)	0	0	(230,728)

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Office



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 2018-19

- Completion of 2018-19 Grand Jury report.

GOALS IN FY 2019-20

- Completion of 2019-20 Grand Jury report.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County
Budget Unit: 2106 : Judicial, Grand Jurors

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense					
12-00 Communications-	1,650	1,600	0	0	1,600
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	60	63	0	0	63
16-00 Jury & Witness Expense-	30,000	30,000	0	0	30,000
17-00 Maintenance-Equipment-	50	0	0	0	0
22-70 Office Expense-Supplies	3,171	3,290	0	0	3,290
22-71 Office Expense-Postage	150	150	0	0	150
28-30 Special Departmental Exp-Supplies & Services	3,000	3,000	0	0	3,000
29-50 Transportation & Travel- Transportation & Travel	24,500	24,500	0	0	24,500
38-00 Inventory Items-	300	300	0	0	300
Expense - Summary	65,000	65,365	0	0	65,365
NET COST	65,000	65,365	0	0	65,365

DISTRICT ATTORNEY

SUSAN J. KRONES, District Attorney



BU 2110 – District Attorney

DEPARTMENT OVERVIEW

The Office has the responsibility to prosecute all criminal felony and misdemeanors in Lake County. In addition to prosecuting cases the Deputy District Attorneys write and respond to a wide variety of pre and post-trial motions. Prosecutors are also responsible for responding to local appeals and criminal habeas corpus petitions. Our office provides a prosecutor for Juvenile and Veterans Courts. Prosecutors review all search warrants before submission to the Judge. Our Investigators assist the Deputy District Attorneys in trial preparation as well as respond to crime scenes to assist in investigations, conduct Critical Incident Investigations, write search warrants, interview applicants for good cause requests and conduct background investigations for new hires.

ACCOMPLISHMENTS IN FY 2018-19

- Maintained a high volume of successful prosecutions despite a significant reduction in staff
- Successfully prosecuted several high profile cases, including homicides, human trafficking and child sexual assaults

GOALS IN FY 2019-20

- Prosecute serious and violent felonies to the fullest extent possible to promote community safety
- Prosecute misdemeanor crimes with the intent to rehabilitate offenders and assist them to make positive lifestyle changes
- Continue participation and support of Veterans Court and assist and support the formation of other alternative Courts such as Mental Health Court and/or Homeless Court
- Provide and promote community education and awareness of the criminal justice system
- Assist and keep victims of crime informed of the status of their case as it goes through the Criminal Justice System
- Procure and implement a more efficient crime management data base/ tracking system

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Over the last year several long term prosecutors left for higher paying jobs. Our attorney staff has decreased in number as well as experience. It is hard to recruit and retain staff when all surrounding counties pay much higher wages. Reduced staffing of attorneys and support personnel puts at risk our ability to effectively prosecute cases.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The vacancy in our Deputy District Attorney positions that was created by the election of Susan Krones will not be filled.

Department Revenue and Expenses

Fund: 1 : General County
Budget Unit: 2110 : Judicial, District Attorney

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-01 State Aid-Supplemental Law Enf Svcs	19,000	18,000	0	0	18,000
54-02 State Aid-Local Comm. Corrections	148,000	148,000	0	0	148,000
54-04 State Aid-DA & Public Defender	36,000	38,000	0	0	38,000
54-90 State Aid-Other	72,000	89,824	0	0	89,824
68-80 Public Protection-Educational Svcs (POST)	1,000	500	0	0	500
79-90 Other-Miscellaneous	13,000	10,000	0	0	10,000
Revenue - Summary	289,000	304,324	0	0	304,324

Expense

01-11 Salaries & Wages-Permanent	2,082,629	1,892,945	0	0	1,892,945
01-12 Salaries & Wages-Extra Help	84,381	72,240	0	0	72,240
01-13 Salaries & Wages-OT, Holiday, Stby	7,796	10,931	0	0	10,931
01-14 Salaries & Wages-Other, Term	40,755	32,909	0	0	32,909
02-21 Retirement Contributions-FICA	164,877	150,977	0	0	150,977
02-22 Retirement Contributions-PERS	441,015	480,742	0	0	480,742
03-30 Insurance-Health/Life	259,119	284,570	0	0	284,570
03-31 Insurance-Unemployment	14,284	12,871	0	0	12,871
03-32 Insurance-Opt Out	12,000	9,600	0	0	9,600
04-00 Worker's Compensation-	26,370	21,736	0	0	21,736
11-00 Clothing & Personal Suppl-	2,500	2,500	0	0	2,500
12-00 Communications-	8,724	5,364	0	0	5,364
15-12 Insurance-Public Liability	6,048	9,664	0	0	9,664
15-13 Insurance-Fire & Allied Cvrsgs	2,344	2,528	0	0	2,528
16-00 Jury & Witness Expense-	9,000	6,000	0	0	6,000
17-00 Maintenance-Equipment-	53,625	56,625	0	0	56,625
18-00 Maint-Bldgs & Imprvmnts-	200	200	0	0	200
20-00 Memberships-	10,870	11,422	0	0	11,422
22-70 Office Expense-Supplies	21,685	21,920	0	0	21,920
22-71 Office Expense-Postage	1,150	1,165	0	0	1,165
22-72 Office Expense-Books & Periodicals	37,520	39,020	0	0	39,020
23-80 Prof & Specialized Svcs-	17,780	17,924	0	0	17,924

Department Revenue and Expenses

Fund: 1 : General County
Budget Unit: 2110 : Judicial, District Attorney

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Professional & Specialize					
24-00 Publications & Legal Ntcs-	150	150	0	0	150
26-00 Rents & Leases-Bldg & Imp-	8,400	8,400	0	0	8,400
28-30 Special Departmental Exp-Supplies & Services	10,400	9,000	0	0	9,000
28-34 Special Departmental Exp-D.A.	1,500	1,500	0	0	1,500
28-36 Special Departmental Exp-P.O.S.T. Training	4,000	2,500	0	0	2,500
29-50 Transportation & Travel- Transportation & Travel	21,500	21,500	0	0	21,500
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	8,400	16,200	0	0	16,200
38-00 Inventory Items-	2,000	710	0	0	710
48-00 Taxes & Assessments-	3	3	0	0	3
62-79 Cap. FA-Equipment-Prior Years	200,000	0	0	0	0
80-80 Other Financing Uses-Interfund Reimbursements	(140,000)	(59,600)	0	0	(59,600)
Expense - Summary	3,421,025	3,144,216	0	0	3,144,216
NET COST	3,132,025	2,839,892	0	0	2,839,892

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Office



BU 2111 – Public Defender

DEPARTMENT OVERVIEW

Pursuant to State and Federal law, legal representation must be provided to indigent defendants who, in the opinion of the Court, do not have the financial resources to retain the services of a private attorney. In May 2017, the Administrative Office began administering a contract with Lake Indigent Defense, LLP (LID) to provide these services.

In addition to the legal proceedings funded by a flat fee, this Budget Unit includes funding for court ordered services to provide ancillary services including expert witnesses, verbatim transcription, interpreter services, polygraph testing, psychological evaluations, forensic testing and the cost of court appointed attorneys that are legally mandated when contract public defenders cannot serve because they have a conflict of interest with a 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 funding for revocation hearings of Post-Release Community Supervision persons.

ACCOMPLISHMENTS IN FY 2018-19

- Stayed within allocated budget for FY 2018-19 (V2028)
- Contractor relocated offices near the Courthouse, hired a full-time administrative manager and created an information management system – all intended to better serve the public (V2028)

GOALS IN FY 2019-20

- Stay within allocated budget for FY 2019-20 (V2028)
- Explore cost recovery mechanisms (FCMP)
- Renew agreement with Lake Indigent Defense, to include performance metrics and contractor development of information releases and seminars to improve public access, for the purpose of expunging criminal records (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The increase in object code 23-80 Professional and Specialized Services reflects the actual increased costs of providing the court-ordered ancillary services.

Department Revenue and Expenses

Fund: 1 : General County
Budget Unit: 2111 : Judicial, Public Defender

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-04 State Aid-DA & Public Defender	36,000	45,000	0	0	45,000
Revenue - Summary	36,000	45,000	0	0	45,000
Expense					
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
23-80 Prof & Specialized Svcs- Professional & Specialize	201,514	210,171	0	0	210,171
23-91 Prof & Specialized Svcs-Intra-Div Services	10,000	10,000	0	0	10,000
23-98 Prof & Specialized Svcs-Attorney Contracts	1,320,000	1,320,000	0	0	1,320,000
Expense - Summary	1,533,633	1,542,633	0	0	1,542,633
NET COST	1,497,633	1,497,633	0	0	1,497,633

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 that appropriate orders are established that are then 90enforced at a higher rate than an order done by default.

The department collected \$4,781,175 in child support of which \$4,202,210 went directly to custodial parents. The department also recouped \$62,839, in 2018, in general funds welfare recoupment that came back to the county General Fund.

This budget unit is a mandated program and is funded at 66% by the Federal government and 24% by the State.

ACCOMPLISHMENTS IN FY 2018-19

- We increased the total number of cases with an order to 92.5%
- We reduced the number of day from case opening, to an order, to the first payment and received recognition from the state on this accomplishment.
- We reduced the number of days form case opening with an existing order to the first payment and received recognition from the state on this accomplishment.

GOALS IN FY 2019-20

- Hire and retain new staff.
- Continue to increase the percentage of cases with orders.
- Implement Single Sign-on to our many computer programs to increase efficiencies for all staff.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- The department continues to be level funded from the state. We are waiting for the state to complete their budget allocation methodology to determine what our future funding will be. We should not be effected by these changes for 2-3 years.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 107 : Child Support Services

Budget Unit: 2112 : Judicial, Child Support Services

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	3,000	3,000	0	0	3,000
53-02 State Assistance Program-Child Support Incentive	912,116	915,726	0	0	915,726
55-02 Federal Assist Program-Child Support Admin	1,770,578	1,777,586	0	0	1,777,586
Revenue - Summary	2,685,694	2,696,312	0	0	2,696,312
Expense					
01-11 Salaries & Wages-Permanent	1,437,100	1,408,613	0	(85,000)	1,323,613
01-12 Salaries & Wages-Extra Help	0	18,279	0	0	18,279
01-13 Salaries & Wages-OT, Holiday, Stby	3,000	7,447	0	0	7,447
01-14 Salaries & Wages-Other, Term	8,201	8,295	0	0	8,295
02-21 Retirement Contributions-FICA	111,506	109,838	0	0	109,838
02-22 Retirement Contributions-PERS	255,244	292,456	0	0	292,456
03-30 Insurance-Health/Life	236,597	274,869	0	0	274,869
03-31 Insurance-Unemployment	10,121	9,927	0	0	9,927
03-32 Insurance-Opt Out	9,600	9,600	0	0	9,600
04-00 Worker's Compensation-	53,010	36,697	0	0	36,697
12-00 Communications-	10,780	10,780	0	0	10,780
14-00 Household Expense-	23,340	23,640	0	0	23,640
15-12 Insurance-Public Liability	18,094	19,003	0	0	19,003
15-13 Insurance-Fire & Allied Cvrgrs	279	295	0	0	295
17-00 Maintenance-Equipment-	17,644	17,644	0	0	17,644
18-00 Maint-Bldgs & Imprvmnts-	38,219	44,360	0	(13,000)	31,360
20-00 Memberships-	2,900	3,150	0	0	3,150
21-00 Miscellaneous-	15,329	15,329	0	0	15,329
22-70 Office Expense-Supplies	36,000	36,000	0	(1,100)	34,900
22-71 Office Expense-Postage	20,624	20,064	0	0	20,064
22-72 Office Expense-Books & Periodicals	3,260	2,850	0	0	2,850
23-21 Prof & Specialized Svcs-Transcripts	500	500	0	0	500
23-41 Prof & Specialized Svcs-District Attorney	32,000	40,000	0	0	40,000

Department Revenue and Expenses

Fund: 107 : Child Support Services

Budget Unit: 2112 : Judicial, Child Support Services

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
23-42 Prof & Specialized Svcs-Data Processing	5,000	5,000	0	0	5,000
23-44 Prof & Specialized Svcs-Credit/ Fingerprints	2,250	2,250	0	0	2,250
23-45 Prof & Specialized Svcs-Genetic Testing	2,880	2,880	0	0	2,880
23-47 Prof & Specialized Svcs-Service Fees	20,000	20,000	0	0	20,000
23-48 Prof & Specialized Svcs-P.O.P.	3,200	3,200	0	0	3,200
23-80 Prof & Specialized Svcs-Professional & Specialize	10,825	10,925	0	0	10,925
23-90 Prof & Specialized Svcs-Administrative Services	109,823	66,823	0	0	66,823
23-91 Prof & Specialized Svcs-Intra-Div Services	4,500	4,500	0	0	4,500
24-00 Publications & Legal Ntcs-	2,800	2,800	0	0	2,800
26-00 Rents & Leases-Bldg & Imp-	120,000	120,000	0	0	120,000
28-30 Special Departmental Exp-Supplies & Services	21,695	22,065	0	0	22,065
29-50 Transportation & Travel-Transportation & Travel	30,702	34,562	0	0	34,562
30-00 Utilities-	30,000	30,000	0	0	30,000
38-00 Inventory Items-	23,000	12,000	0	0	12,000
62-71 Cap. FA-Equipment-Office	8,000	30,000	0	0	30,000
62-72 Cap. FA-Equipment-Autos & Light Trucks	24,000	24,000	0	(24,000)	0
62-74 Cap. FA-Equipment-Other	0	0	0	85,000	85,000
80-80 Other Financing Uses-Interfund Reimbursements	(15,329)	(15,329)	0	0	(15,329)
Expense - Summary	2,746,694	2,785,312	0	(38,100)	2,747,212
NET COST	61,000	89,000	0	(38,100)	50,900

DISTRICT ATTORNEY

SUSAN KRONES, 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 2018-19

- 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.
- We were awarded a Child Advocacy grant by California Office of Emergency Services which allowed us to hire a Forensic Interviewer to provide comprehensive forensic interviews in a multi-disciplinary setting for our most vulnerable child victims of abuse, molest, and neglect.
- We obtained additional funding through our Victim Assistance grant to hire a Mass Victimization Advocate to ensure we are prepared to care for our community if ever a major crisis occurs.
- We host 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 2019-20

- Work towards achieving accreditation status for our Child Advocacy Center through the National Children's Alliance.
- 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 training to community organizations.

DISTRICT ATTORNEY

SUSAN KRONES, District Attorney
BU 2113 – Victim Witness Division

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- With 90% of the Victim Witness Division expenditures supported by grant funds, any significant reduction in grant monies would be significantly detrimental to the Victim Witness operations

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

With the additional Mass Victimization Advocate funds through our Victim Assistance grant, our position allocation increased by one Victim Advocate. Accordingly, both Revenue and Personnel Costs have increased.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2113 : Judicial, DA/Victim-Witness Program

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-90 State Aid-Other	421,214	502,641	0	0	502,641
Revenue - Summary	421,214	502,641	0	0	502,641
Expense					
01-11 Salaries & Wages-Permanent	210,904	214,180	0	0	214,180
01-12 Salaries & Wages-Extra Help	26,532	53,169	0	(13,000)	40,169
01-13 Salaries & Wages-OT, Holiday, Stby	584	1,067	0	0	1,067
01-14 Salaries & Wages-Other, Term	1,230	1,292	0	0	1,292
02-21 Retirement Contributions-FICA	17,186	18,211	0	0	18,211
02-22 Retirement Contributions-PERS	37,458	44,468	0	0	44,468
03-30 Insurance-Health/Life	48,020	45,448	0	0	45,448
03-31 Insurance-Unemployment	1,757	1,888	0	0	1,888
03-32 Insurance-Opt Out	2,400	2,400	0	0	2,400
04-00 Worker's Compensation-	2,889	2,174	0	0	2,174
11-00 Clothing & Personal Suppl-	0	0	0	400	400
12-00 Communications-	2,172	1,872	0	0	1,872
15-12 Insurance-Public Liability	2,572	2,661	0	0	2,661
15-13 Insurance-Fire & Allied Cvrsgs	168	180	0	0	180
17-00 Maintenance-Equipment-	1,000	1,000	0	0	1,000
18-00 Maint-Bldgs & Imprvmnts-	200	2,600	0	0	2,600
20-00 Memberships-	485	485	0	0	485
22-70 Office Expense-Supplies	1,815	2,080	0	0	2,080
22-71 Office Expense-Postage	474	640	0	0	640
22-72 Office Expense-Books & Periodicals	0	450	0	0	450
23-80 Prof & Specialized Svcs-Professional & Specialize	4,336	7,436	0	0	7,436
28-30 Special Departmental Exp-Supplies & Services	65,050	71,500	0	(22,400)	49,100
29-50 Transportation & Travel-Transportation & Travel	7,300	7,600	0	0	7,600
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	3,300	3,120	0	0	3,120
38-00 Inventory Items-	1,500	400	0	0	400

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2113 : Judicial, DA/Victim-Witness Program

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
62-74 Cap. FA-Equipment-Other	35,000	73,600	0	35,000	108,600
80-80 Other Financing Uses-Interfund Reimbursements	(4,500)	0	0	0	0
Expense - Summary	469,832	559,921	0	0	559,921
NET COST	48,618	57,280	0	0	57,280

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 2115 – Domestic Violence Programs (Fund 180)

DEPARTMENT OVERVIEW

This Budget Unit collects funds from marriage license fees and domestic violence fines. In turn, the County contracts with Lake Family Resource Center (LFRC) to provide crisis intervention shelter care for local victims of domestic violence.

ACCOMPLISHMENTS IN FY 2018-19

- Continued contract with Lake Family Resource Center (LFRC) (V2028)
- During the last reported quarter, LFRC responded to 239 domestic violence (DV) calls, held 800+ individual and group counseling sessions and provided 1,552 bed nights to 27 women, 24 children and one man (V2028)

GOALS IN FY 2019-20

- Continue our auto-renewing contract with LFRC for the provision of DV services (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 180 : Domestic Violence Prgms

Budget Unit: 2115 : Judicial, Domestic Violence Prgms

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-82 Fines, Forfeit, Penalties-Criminal Fines	3,250	3,500	0	0	3,500
69-20 Other Current Services-Other	6,750	6,500	0	0	6,500
Revenue - Summary	10,000	10,000	0	0	10,000
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	12,360	12,500	0	0	12,500
Expense - Summary	12,360	12,500	0	0	12,500
NET COST	2,360	2,500	0	0	2,500

DISTRICT ATTORNEY

SUSAN KRONES, 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 2018-19

- An Investigator's vehicle was outfitted with safety lights and equipment

GOALS IN FY 2019-20

- Purchase a vehicle forensic tool to aid in investigations
- Outsource transcription services when needed for investigations and trials

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- The existence of this Fund is at risk. Asset forfeiture laws continue to change and thus reduce the number of asset forfeiture seizures. In addition, case law, including a new U.S. Supreme Court case will potentially reduce the amount of monies and property that can be forfeited.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 80 : DA-Asset Forfeiture

Budget Unit: 2116 : Judicial, DA Asset Forfeiture

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-90 Fines, Forfeit, Penalties-Forfeitures & Penalties	2,500	5,000	0	0	5,000
42-01 Revenue from Use of Money-Interest	500	1,400	0	0	1,400
Revenue - Summary	3,000	6,400	0	0	6,400
Expense					
22-70 Office Expense-Supplies	250	250	0	0	250
22-71 Office Expense-Postage	125	125	0	0	125
23-91 Prof & Specialized Svcs-Intra-Div Services	104,500	10,000	0	0	10,000
24-00 Publications & Legal Ntcs-	2,000	2,000	0	0	2,000
28-30 Special Departmental Exp-Supplies & Services	4,500	4,500	0	0	4,500
29-50 Transportation & Travel-Transportation & Travel	4,000	4,000	0	0	4,000
38-00 Inventory Items-	2,500	3,500	0	0	3,500
62-74 Cap. FA-Equipment-Other	6,000	0	0	0	0
Expense - Summary	123,875	24,375	0	0	24,375
NET COST	120,875	17,975	0	0	17,975

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 2018-19

- Responded to flood and Mendocino Complex Fire emergencies in Lake County
- Conducted a Citizen's Academy Program

GOALS IN FY 2019-20

- Increase staffing levels in multiple job classifications.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County
Budget Unit: 2201 : Sheriff, Sheriff-Coroner

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-60 Permits-Other	4,000	6,800	0	0	6,800
21-62 Permits-Gun & Explosive	1,050	1,220	0	0	1,220
31-90 Fines, Forfeit, Penalties-Forfeitures & Penalties	0	75	0	0	75
54-01 State Aid-Supplemental Law Enf Svcs	100,000	100,000	0	0	100,000
54-90 State Aid-Other	150,491	196,585	0	0	196,585
56-01 Other Federal-Other	11,000	11,000	0	0	11,000
56-30 Other Government Agencies-Other	240,000	171,500	0	(68,500)	240,000
66-80 Charges for Services-Law Enforcement Services	31,875	43,150	0	0	43,150
67-40 Judicial-Cert Fee-Not Fixed State	35,000	35,000	0	0	35,000
69-20 Other Current Services-Other	0	150	0	0	150
79-70 Sales-Other Sales-Miscellaneous	0	275	0	0	275
79-90 Other-Miscellaneous	0	0	0	(25,000)	25,000
79-99 Other-Donations	33,685	33,685	0	0	33,685
Revenue - Summary	607,101	599,440	0	93,500	692,940

Expense

01-11 Salaries & Wages-Permanent	4,436,530	4,256,949	0	100,000	4,356,949
01-12 Salaries & Wages-Extra Help	110,300	112,419	0	0	112,419
01-13 Salaries & Wages-OT, Holiday, Stby	532,992	380,403	0	68,500	448,903
01-14 Salaries & Wages-Other, Term	68,153	63,145	0	0	63,145
02-21 Retirement Contributions-FICA	406,512	380,666	0	0	380,666
02-22 Retirement Contributions-PERS	1,398,847	1,441,121	0	0	1,441,121
03-30 Insurance-Health/Life	660,905	679,264	0	0	679,264
03-31 Insurance-Unemployment	32,178	30,832	0	0	30,832
03-32 Insurance-Opt Out	9,600	4,800	0	0	4,800
04-00 Worker's Compensation-	429,503	343,001	0	0	343,001
11-00 Clothing & Personal Suppl-	77,778	60,000	0	0	60,000
12-00 Communications-	52,500	62,500	0	0	62,500
14-00 Household Expense-	11,500	13,000	0	0	13,000
15-12 Insurance-Public Liability	374,872	520,527	0	0	520,527

Department Revenue and Expenses

Fund: 1 : General County
Budget Unit: 2201 : Sheriff, Sheriff-Coroner

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
15-13 Insurance-Fire & Allied Cvrgrs	7,756	8,103	0	0	8,103
17-00 Maintenance-Equipment-	100,000	175,000	0	0	175,000
18-00 Maint-Bldgs & Imprvmnts-	55,163	25,000	0	0	25,000
20-00 Memberships-	8,500	8,500	0	0	8,500
22-70 Office Expense-Supplies	29,500	25,000	0	0	25,000
22-71 Office Expense-Postage	7,500	6,500	0	0	6,500
22-72 Office Expense-Books & Periodicals	24,500	24,500	0	0	24,500
23-80 Prof & Specialized Svcs- Professional & Specialize	500,000	600,000	0	0	600,000
24-00 Publications & Legal Ntcs-	500	2,000	0	0	2,000
25-00 Rents & Leases-Equipment-	1,000	1,000	0	0	1,000
26-00 Rents & Leases-Bldg & Imp-	2,201	2,201	0	0	2,201
27-00 Small Tools & Instruments-	2,500	1,500	0	0	1,500
28-30 Special Departmental Exp-Supplies & Services	133,685	110,000	0	0	110,000
28-35 Special Departmental Exp-Sheriff	5,000	5,000	0	0	5,000
28-50 Special Departmental Exp-S.A.R.	9,495	9,495	0	0	9,495
29-50 Transportation & Travel- Transportation & Travel	175,000	175,000	0	25,000	200,000
29-53 Transportation & Travel-Sheriff	170,000	170,000	0	0	170,000
30-00 Utilities-	92,750	75,000	0	0	75,000
38-00 Inventory Items-	69,000	100,000	0	0	100,000
48-00 Taxes & Assessments-	266	266	0	0	266
80-80 Other Financing Uses-Interfund Reimbursements	(227,500)	(257,320)	0	(100,000)	(357,320)
80-81 Other Financing Uses-Intrafund Reimbursements	(319,463)	(391,567)	0	0	(391,567)
Expense - Summary	9,449,523	9,223,805	0	93,500	9,317,305
NET COST	8,842,422	8,624,365	0	0	8,624,365

SHERIFF

BRIAN L. MARTIN, Sheriff



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 62,729 incidents during calendar year 2018. These incidents included 38,073, 911 calls; 131,760, telephone calls; 50,165, law enforcement calls for service, including deputy initiated incidents.

The Center provided contracts in Lake County as well as for Lakeport Police Department.

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 2018-19

- Responded to Mendocino Complex Fire event and assisted with evacuations of communities
- Upgraded Emergency Notification System
- Completed Dispatch remodel project to include phone system and furniture upgrades

GOALS IN FY 2019-20

- Increase staffing levels
- Make changes to training program
- Upgrade existing repeater sites to voting repeaters for improved communications

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2202 : Sheriff, Sheriff-Central Dispatch

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
56-01 Other Federal-Other	4,500	4,500	0	0	4,500
66-60 Charges for Services- Communication Services	87,600	254,041	0	0	254,041
Revenue - Summary	92,100	258,541	0	0	258,541
Expense					
01-11 Salaries & Wages-Permanent	595,940	588,705	0	0	588,705
01-13 Salaries & Wages-OT, Holiday, Stby	187,272	149,628	0	0	149,628
01-14 Salaries & Wages-Other, Term	2,174	5,227	0	0	5,227
02-21 Retirement Contributions-FICA	60,083	57,044	0	0	57,044
02-22 Retirement Contributions-PERS	105,173	137,602	0	0	137,602
03-30 Insurance-Health/Life	106,096	124,290	0	0	124,290
03-31 Insurance-Unemployment	4,173	4,123	0	0	4,123
04-00 Worker's Compensation-	18,775	43,290	0	0	43,290
11-00 Clothing & Personal Suppl-	1,500	3,000	0	0	3,000
12-00 Communications-	26,426	25,000	0	0	25,000
14-00 Household Expense-	500	500	0	0	500
15-12 Insurance-Public Liability	2,899	3,158	0	0	3,158
15-13 Insurance-Fire & Allied Cvrgrs	2,109	1,924	0	0	1,924
17-00 Maintenance-Equipment-	42,442	75,000	0	0	75,000
18-00 Maint-Bldgs & Imprvmts-	15,000	4,500	0	0	4,500
20-00 Memberships-	332	332	0	0	332
22-70 Office Expense-Supplies	2,450	1,500	0	0	1,500
22-71 Office Expense-Postage	250	100	0	0	100
22-72 Office Expense-Books & Periodicals	350	150	0	0	150
23-80 Prof & Specialized Svcs- Professional & Specialize	4,750	4,750	0	0	4,750
25-00 Rents & Leases-Equipment-	250	250	0	0	250
26-00 Rents & Leases-Bldg & Imp-	9,000	10,000	0	0	10,000
28-30 Special Departmental Exp-Supplies & Services	3,500	2,500	0	0	2,500
29-50 Transportation & Travel- Transportation & Travel	1,500	1,500	0	0	1,500

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2202 : Sheriff, Sheriff-Central Dispatch

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
30-00 Utilities-	29,250	29,250	0	0	29,250
38-00 Inventory Items-	0	20,000	0	0	20,000
62-74 Cap. FA-Equipment-Other	0	86,275	275,000	0	361,275
Expense - Summary	1,222,194	1,379,598	275,000	0	1,654,598
NET COST	1,130,094	1,121,057	275,000	0	1,396,057



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 2018-19

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

GOALS IN FY 2019-20

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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

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

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2203 : Sheriff, Sh-Marijuana Suppression

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
56-01 Other Federal-Other	15,000	229,000	0	0	229,000
Revenue - Summary	15,000	229,000	0	0	229,000
Expense					
11-00 Clothing & Personal Suppl-	4,800	2,500	0	15,000	17,500
12-00 Communications-	1,000	1,000	0	0	1,000
14-00 Household Expense-	750	750	0	0	750
17-00 Maintenance-Equipment-	3,506	2,500	0	0	2,500
23-80 Prof & Specialized Svcs- Professional & Specialize	130,000	130,000	0	(15,000)	115,000
23-91 Prof & Specialized Svcs-Intra-Div Services	21,100	84,650	0	0	84,650
25-00 Rents & Leases-Equipment-	100	100	0	0	100
28-30 Special Departmental Exp-Supplies & Services	5,500	5,000	0	0	5,000
29-50 Transportation & Travel- Transportation & Travel	1,000	2,500	0	0	2,500
Expense - Summary	167,756	229,000	0	0	229,000
NET COST	152,756	0	0	0	0



BU 2204 – Sheriff-Court Security

DEPARTMENT OVERVIEW

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

ACCOMPLISHMENTS IN FY 2018-19

- Implemented program to ensure compliance with Court Security Agreement

GOALS IN FY 2019-20

- Address staffing shortages

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2204 : Sheriff, Sheriff-Court Security

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-03 State Aid-Trial Court Security	663,169	790,518	0	0	790,518
Revenue - Summary	663,169	790,518	0	0	790,518
Expense					
01-11 Salaries & Wages-Permanent	292,234	310,871	0	0	310,871
01-12 Salaries & Wages-Extra Help	120,766	0	0	146,110	146,110
01-13 Salaries & Wages-OT, Holiday, Stby	26,540	221,110	0	(146,110)	75,000
01-14 Salaries & Wages-Other, Term	3,135	3,065	0	0	3,065
02-21 Retirement Contributions-FICA	27,946	34,261	0	0	34,261
02-22 Retirement Contributions-PERS	92,577	114,412	0	0	114,412
03-30 Insurance-Health/Life	45,102	41,219	0	0	41,219
03-31 Insurance-Unemployment	2,890	3,198	0	0	3,198
04-00 Worker's Compensation-	13,048	7,599	0	0	7,599
11-00 Clothing & Personal Suppl-	10,188	10,188	0	0	10,188
15-12 Insurance-Public Liability	21,243	24,095	0	0	24,095
23-80 Prof & Specialized Svcs- Professional & Specialize	2,500	2,500	0	0	2,500
28-30 Special Departmental Exp-Supplies & Services	2,000	5,000	0	0	5,000
29-50 Transportation & Travel- Transportation & Travel	2,500	2,500	0	0	2,500
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	500	500	0	0	500
38-00 Inventory Items-	0	10,000	0	0	10,000
Expense - Summary	663,169	790,518	0	0	790,518
NET COST	0	0	0	0	0

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 2018-19

- Conducted “Operation Dry Water”, an effort to identify and arrest boaters who are BUI
- Assisted in evacuations during the Mendocino Complex Fire
- Applied for and received funding for \$90,000 grant to purchase boat
- Transferred \$125,000 in support of the County Jail’s budget (V2028)

GOALS IN FY 2019-20

- Monitor revenue receipts until deposits are sufficient to transfer \$135,000 to the jail budget (V2028)
- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2205 : Sheriff, Sheriff-Marine Patrol

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-92 State Aid-Crews	505,312	415,312	0	0	415,312
Revenue - Summary	505,312	415,312	0	0	415,312
Expense					
01-11 Salaries & Wages-Permanent	88,154	88,613	0	0	88,613
01-12 Salaries & Wages-Extra Help	80,000	89,338	0	0	89,338
01-13 Salaries & Wages-OT, Holiday, Stby	21,694	19,431	0	0	19,431
01-14 Salaries & Wages-Other, Term	1,511	1,704	0	0	1,704
02-21 Retirement Contributions-FICA	10,733	10,899	0	0	10,899
02-22 Retirement Contributions-PERS	29,337	34,200	0	0	34,200
03-30 Insurance-Health/Life	9,726	36	0	0	36
03-31 Insurance-Unemployment	1,502	1,505	0	0	1,505
03-32 Insurance-Opt Out	0	2,400	0	0	2,400
04-00 Worker's Compensation-	20,213	3,712	0	0	3,712
11-00 Clothing & Personal Suppl-	3,500	2,500	0	0	2,500
12-00 Communications-	1,050	1,000	0	0	1,000
15-10 Insurance-Other	2,000	2,000	0	500	2,500
15-12 Insurance-Public Liability	19,495	22,187	0	0	22,187
15-13 Insurance-Fire & Allied Cvrgrs	74	101	0	0	101
17-00 Maintenance-Equipment-	40,005	45,000	0	(500)	44,500
25-00 Rents & Leases-Equipment-	100	100	0	0	100
26-00 Rents & Leases-Bldg & Imp-	20,480	20,480	0	0	20,480
27-00 Small Tools & Instruments-	0	250	0	0	250
28-30 Special Departmental Exp-Supplies & Services	2,938	2,000	0	0	2,000
29-50 Transportation & Travel- Transportation & Travel	40,000	45,000	0	0	45,000
30-00 Utilities-	3,110	3,110	0	0	3,110
62-74 Cap. FA-Equipment-Other	100,000	100,000	0	0	100,000
62-79 Cap. FA-Equipment-Prior Years	90,000	0	0	0	0
Expense - Summary	585,622	495,566	0	0	495,566
NET COST	80,310	80,254	0	0	80,254

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 2018-19

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

GOALS IN FY 2019-20

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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 194 : Sheriff-Rural & Small Co

Budget Unit: 2206 : Sheriff, Sheriff-Rural & Small Co

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	10,000	0	0	0	0
54-90 State Aid-Other	500,000	500,000	0	0	500,000
Revenue - Summary	510,000	500,000	0	0	500,000
Expense					
23-91 Prof & Specialized Svcs-Intra-Div Services	212,000	262,000	0	0	262,000
28-30 Special Departmental Exp-Supplies & Services	25,000	129,605	0	0	129,605
38-00 Inventory Items-	191,715	300,000	0	0	300,000
61-60 Cap. FA-Bldgs & Imp-Current	0	350,000	0	0	350,000
62-74 Cap. FA-Equipment-Other	1,309,625	595,000	0	0	595,000
Expense - Summary	1,738,340	1,636,605	0	0	1,636,605
NET COST	1,228,340	1,136,605	0	0	1,136,605

SHERIFF

BRIAN L. MARTIN, Sheriff



BU 2207 – Sheriff-Civil (Fund 191)

DEPARTMENT OVERVIEW

Fees for this budget are collected from GC26746, 26731 and 26746.1

The Civil Division is responsible for the service of civil papers. In 2018, the Civil Division processed and served the following:

43	Subpoena's
16	Notice of Hearings
176	Summons and complaints
213	Temporary restraining orders
49	Earnings with-holding orders
72	Plaintiff's claim and order to defendant's
35	Execution – Bank levy's
228	Notices of Eviction
205	Notices of Restorations
429	Miscellaneous services

ACCOMPLISHMENTS IN FY 2018-19

- Sent new Records Tech and Admin Sergeant to Basic Civil Course
- Sent Civil Deputy to Intermediate Civil Course

GOALS IN FY 2019-20

- Explore options of switching to a new Civil Software program and have training for 3 -5 employees

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 191 : Sheriff-Civil

Budget Unit: 2207 : Sheriff, Sheriff-Civil

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
68-50 Public Protection-Sheriff-Civil	24,000	23,000	0	0	23,000
68-51 Public Protection-Sheriff Civil	5,500	5,500	0	0	5,500
Revenue - Summary	29,500	28,500	0	0	28,500
Expense					
17-00 Maintenance-Equipment-	10,000	10,000	0	0	10,000
23-91 Prof & Specialized Svcs-Intra-Div Services	15,500	15,500	0	0	15,500
28-30 Special Departmental Exp-Supplies & Services	21,100	21,100	0	(10,617)	10,483
29-50 Transportation & Travel- Transportation & Travel	15,000	15,000	0	0	15,000
38-00 Inventory Items-	4,500	4,500	0	0	4,500
62-74 Cap. FA-Equipment-Other	50,000	55,151	0	0	55,151
Expense - Summary	116,100	121,251	0	(10,617)	110,634
NET COST	86,600	92,751	0	(10,617)	82,134

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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 192 : Sheriff-Blood Alcohol

Budget Unit: 2208 : Sheriff, Sheriff-Blood Alcohol

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-70 Fines, Forfeit, Penalties-Vehicle Code Fines	10,000	9,000	0	0	9,000
Revenue - Summary	10,000	9,000	0	0	9,000
Expense					
23-80 Prof & Specialized Svcs- Professional & Specialize	10,471	10,089	0	(725)	9,364
Expense - Summary	10,471	10,089	0	(725)	9,364
NET COST	471	1,089	0	(725)	364

SHERIFF

BRIAN L. MARTIN, Sheriff



BU 2210 – Sheriff-STC (Fund 196)

DEPARTMENT OVERVIEW

The Board of State and Community Corrections (BSCC), as well as state law, requires all new Correctional Officers to attend and successfully complete a 5 week Corrections academy within the first year of hire. Newly appointed Sergeants are required to attend a 2 week Supervisory course intended to provide them with leadership concepts and personnel laws. All corrections staff are required to receive 24 hours of BSCC approved training every year. These funds are intended to assist the department in meeting the minimum state requirements.

ACCOMPLISHMENTS IN FY 2018-19

- Newly hired Correctional Officers attended Core Academy
- New Sergeants attended the Supervisory course
- Developed new in house Instructors to provide Defensive Tactics training

GOALS IN FY 2019-20

- Continue to hire and train Correctional Officers
- Bring BSCC approved training to Lake County to reduce the cost of housing, while still meeting state requirements.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 196 : Sheriff-STC

Budget Unit: 2210 : Sheriff, Sheriff-STC

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
56-30 Other Government Agencies-Other	25,000	25,000	0	0	25,000
Revenue - Summary	25,000	25,000	0	0	25,000
Expense					
28-30 Special Departmental Exp-Supplies & Services	30,000	35,000	0	0	35,000
29-50 Transportation & Travel- Transportation & Travel	60,595	49,658	0	0	49,658
Expense - Summary	90,595	84,658	0	0	84,658
NET COST	65,595	59,658	0	0	59,658

SHERIFF

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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 195 : Sheriff-Automated Warrant

Budget Unit: 2212 : Sheriff, Sheriff-Automated Warrant

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-90 Fines, Forfeit, Penalties-Forfeitures & Penalties	750	500	0	0	500
Revenue - Summary	750	500	0	0	500
Expense					
28-30 Special Departmental Exp-Supplies & Services	8,425	8,715	0	0	8,715
Expense - Summary	8,425	8,715	0	0	8,715
NET COST	7,675	8,215	0	0	8,215

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.

ACCOMPLISHMENTS IN FY 2018-19

- Had all untested sexual assault kits examined for DNA evidence.

GOALS IN FY 2019-20

- Make improvements to LCSO evidence storage facility to preserve DNA evidence during power outage.
- Purchase replacement live scan machines and add additional machines to various locations.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 189 : Sheriff-DNA

Budget Unit: 2213 : Sheriff, Sheriff - D N A

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-70 Fines, Forfeit, Penalties-Vehicle Code Fines	20,000	15,000	0	0	15,000
42-01 Revenue from Use of Money-Interest	2,500	0	0	0	0
Revenue - Summary	22,500	15,000	0	0	15,000
Expense					
22-71 Office Expense-Postage	1,000	0	0	0	0
28-30 Special Departmental Exp-Supplies & Services	280,064	139,415	0	0	139,415
62-74 Cap. FA-Equipment-Other	0	150,000	0	0	150,000
Expense - Summary	281,064	289,415	0	0	289,415
NET COST	258,564	274,415	0	0	274,415



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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 198 : Sheriff-Asset Forfeiture

Budget Unit: 2214 : Sheriff, Sheriff-Asset Forfeiture

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	5,000	0	0	0	0
Revenue - Summary	5,000	0	0	0	0
Expense					
17-00 Maintenance-Equipment-	15,000	35,000	0	0	35,000
18-00 Maint-Bldgs & Imprvmnts-	0	20,000	0	0	20,000
28-30 Special Departmental Exp-Supplies & Services	504,600	520,304	0	0	520,304
29-50 Transportation & Travel-Transportation & Travel	50,000	50,000	0	0	50,000
38-00 Inventory Items-	0	25,000	0	0	25,000
61-60 Cap. FA-Bldgs & Imp-Current	100,000	0	0	0	0
Expense - Summary	669,600	650,304	0	0	650,304
NET COST	664,600	650,304	0	0	650,304

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 2018-19

- Conducted Programs at Jail to include GED, anger management, parenting classes, and others related to rehabilitation of offenders.

GOALS IN FY 2019-20

- Continue to provide current programs in an effort to reduce recidivism and expand these programs to include Corrections to College courses. The Corrections to College courses would be presented by partnering with Mendocino Community College to allow inmates to receive college credits for attending vocational classes at the jail.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 199 : Sheriff-Inmate Welfare

Budget Unit: 2215 : Sheriff, Sheriff - Inmate Welfare

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	2,500	0	0	0	0
56-30 Other Government Agencies-Other	96,000	141,500	0	0	141,500
79-70 Sales-Other Sales-Miscellaneous	27,500	46,250	0	0	46,250
Revenue - Summary	126,000	187,750	0	0	187,750
Expense					
23-91 Prof & Specialized Svcs-Intra-Div Services	75,000	75,858	0	0	75,858
28-30 Special Departmental Exp-Supplies & Services	408,400	521,595	0	0	521,595
38-00 Inventory Items-	5,000	15,000	0	0	15,000
Expense - Summary	488,400	612,453	0	0	612,453
NET COST	362,400	424,703	0	0	424,703



BU 2216 – Sheriff-Pool Vehicle Replacement (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.

ACCOMPLISHMENTS IN FY 2018-19

- Purchased four unmarked pool vehicles

GOALS IN FY 2019-20

- Purchase and replacement of unmarked pool vehicles

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 57 : Sheriff-Pool Vehicle Repl

Budget Unit: 2216 : Sheriff, Pool-Vehicle Replacement

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
69-25 Other Current Services-Central Garage	25,000	20,000	0	0	20,000
Revenue - Summary	25,000	20,000	0	0	20,000
Expense					
28-30 Special Departmental Exp-Supplies & Services	125,000	142,745	0	0	142,745
62-72 Cap. FA-Equipment-Autos & Light Trucks	319,429	225,000	0	0	225,000
Expense - Summary	444,429	367,745	0	0	367,745
NET COST	419,429	347,745	0	0	347,745



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 2018-19

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

GOALS IN FY 2019-20

- Purchase vehicles and equipment to replace existing fleet as it ends serviceable life

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 58 : Sheriff-Pursuit Veh Replc

Budget Unit: 2217 : Sheriff, Pursuit Vehicle Replaceme

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
69-25 Other Current Services-Central Garage	165,000	170,000	0	0	170,000
Revenue - Summary	165,000	170,000	0	0	170,000
Expense					
28-30 Special Departmental Exp-Supplies & Services	365,000	26,785	0	0	26,785
62-72 Cap. FA-Equipment-Autos & Light Trucks	1,006,580	1,000,000	0	0	1,000,000
62-79 Cap. FA-Equipment-Prior Years	125,000	0	0	0	0
Expense - Summary	1,496,580	1,026,785	0	0	1,026,785
NET COST	1,331,580	856,785	0	0	856,785

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 2018-19

- Responded to 25 callouts for SAR assistance
- Assisted in numerous mutual aid operations with neighboring counties
- Assisted with operations due to the Camp Fire in Paradise

GOALS IN FY 2019-20

- 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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 187 : Sheriff-Search & Rescue

Budget Unit: 2218 : Sheriff, Sheriff-Search & Rescue

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	2,500	0	0	0	0
Revenue - Summary	2,500	0	0	0	0
Expense					
11-00 Clothing & Personal Suppl-	15,000	20,000	0	0	20,000
17-00 Maintenance-Equipment-	10,000	25,000	0	0	25,000
28-30 Special Departmental Exp-Supplies & Services	194,214	159,314	0	(6,538)	152,776
29-50 Transportation & Travel-Transportation & Travel	15,000	15,000	0	0	15,000
38-00 Inventory Items-	10,000	10,000	0	0	10,000
62-74 Cap. FA-Equipment-Other	15,000	25,000	0	0	25,000
Expense - Summary	259,214	254,314	0	(6,538)	247,776
NET COST	256,714	254,314	0	(6,538)	247,776

SHERIFF

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 80 hours of POST reimbursement is allowable per employee per year.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 186 : Sheriff-Post

Budget Unit: 2220 : Sheriff, Sheriff - POST

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	500	0	0	0	0
Revenue - Summary	500	0	0	0	0
Expense					
28-36 Special Departmental Exp-P.O.S.T. Training	43,375	121,634	0	0	121,634
Expense - Summary	43,375	121,634	0	0	121,634
NET COST	42,875	121,634	0	0	121,634

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 2018-19

- Purged 4,538 items from the evidence storage facility
- Drugs have been pulled for destruction due to Prop 64, which was part of the 2018 drug purge
- Inventories have been completed on all sexual assault kits in Evidence

GOALS IN FY 2019-20

- Purge the 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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 181 : Sheriff-LCL Law Enfrcmnt

Budget Unit: 2221 : Sheriff, Sheriff-LCL Law Enfrcmnt

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
56-01 Other Federal-Other	0	29,820	0	0	29,820
Revenue - Summary	0	29,820	0	0	29,820
Expense					
23-91 Prof & Specialized Svcs-Intra-Div Services	0	29,820	0	0	29,820
Expense - Summary	0	29,820	0	0	29,820
NET COST	0	0	0	0	0



BU 2301 – Jail Facilities

DEPARTMENT OVERVIEW

Staffing at the facility is made up of a Captain, a Correctional Lieutenant, Correctional Sergeants, Correctional Officers, Correctional Aides, Law Enforcement Records Technicians, Maintenance workers 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 18-19 (as of 4/3/18) of 300 with a low of 272 and a high of 353.

Correctional Staff are responsible for security, programming, recreation, feeding 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 2018-19

- Enhanced group and individual therapy options by partnering with Lake Family Resource Center to provide counseling for sexual assault survivors.
- Completed construction of an automated gate and fencing around the Transportation yard and West side entrance.
- Installed new on demand water heaters Phase II.
- Enhanced the video surveillance system and storage capacity of saved video footage.
- Begin a testing protocol for computer tablets to be used by the inmates for a fee.

GOALS IN FY 2019-20

- Installation of a centralized and modernized control center
- Upgrade Phase I on demand hot water heaters to a matching system as now in Phase II
- Continue work to address roof repair or replacement on Phase II
- Continue to search for additional rehabilitative programs and services for inmates

SHERIFF

BRIAN L. MARTIN, Sheriff
BU 2301 – Jail Facilities

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2301 : Detention & Correction, Sheriff-Jail Facilities

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-01 State Aid-Supplemental Law Enf Svcs	20,500	20,500	0	0	20,500
54-02 State Aid-Local Comm. Corrections	1,115,000	643,126	100,000	0	743,126
54-95 State Aid-AB 90 CJSF	36,045	36,045	0	0	36,045
66-80 Charges for Services-Law Enforcement Services	115,000	120,000	0	0	120,000
68-60 Public Protection-Institutional Care & Svcs	40,000	28,000	0	0	28,000
79-80 Other-Inmate Medical Reimb	2,500	2,500	0	0	2,500
81-22 Operating Transfers-In	0	0	0	(135,000)	135,000
Revenue - Summary	1,329,045	850,171	100,000	135,000	1,085,171
Expense					
01-11 Salaries & Wages-Permanent	3,773,812	3,453,882	0	0	3,453,882
01-12 Salaries & Wages-Extra Help	23,562	35,343	0	0	35,343
01-13 Salaries & Wages-OT, Holiday, Stby	448,364	422,944	0	0	422,944
01-14 Salaries & Wages-Other, Term	15,430	15,527	0	0	15,527
02-21 Retirement Contributions-FICA	327,961	304,178	0	0	304,178
02-22 Retirement Contributions-PERS	1,140,060	1,116,390	0	0	1,116,390
03-30 Insurance-Health/Life	665,015	649,856	0	0	649,856
03-31 Insurance-Unemployment	26,294	24,633	0	0	24,633
03-32 Insurance-Opt Out	16,800	16,800	0	0	16,800
04-00 Worker's Compensation-	524,745	343,870	0	0	343,870
11-00 Clothing & Personal Suppl-	107,874	59,681	0	0	59,681
12-00 Communications-	11,850	11,850	0	0	11,850
13-00 Food-	550,000	575,000	0	0	575,000
14-00 Household Expense-	65,000	80,000	0	0	80,000
15-12 Insurance-Public Liability	248,022	408,334	0	0	408,334
15-13 Insurance-Fire & Allied Cvrsgs	11,447	15,573	0	0	15,573
17-00 Maintenance-Equipment-	65,000	50,000	0	0	50,000
18-00 Maint-Bldgs & Imprvmnts-	288,716	220,000	0	0	220,000
20-00 Memberships-	1,000	1,000	0	0	1,000
22-70 Office Expense-Supplies	25,000	40,000	0	0	40,000

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2301 : Detention & Correction, Sheriff-Jail Facilities

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
22-71 Office Expense-Postage	5,000	4,500	0	0	4,500
22-72 Office Expense-Books & Periodicals	12,000	12,500	0	0	12,500
23-80 Prof & Specialized Svcs- Professional & Specialize	25,000	25,000	0	0	25,000
25-00 Rents & Leases-Equipment-	1,000	1,000	0	0	1,000
27-00 Small Tools & Instruments-	1,500	1,500	0	0	1,500
28-30 Special Departmental Exp-Supplies & Services	40,000	15,000	0	0	15,000
29-50 Transportation & Travel- Transportation & Travel	20,000	40,000	0	0	40,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	1,000	1,000	0	0	1,000
29-53 Transportation & Travel-Sheriff	20,000	20,000	0	0	20,000
30-00 Utilities-	315,000	295,000	0	0	295,000
38-00 Inventory Items-	20,000	25,000	0	0	25,000
40-70 Child & Welfare-Support & Care of Persons	5,000	5,000	0	0	5,000
48-00 Taxes & Assessments-	526	526	0	0	526
54-02 State Aid-Local Comm. Corrections	150,000	170,000	0	0	170,000
62-74 Cap. FA-Equipment-Other	0	0	90,000	0	90,000
62-79 Cap. FA-Equipment-Prior Years	115,000	0	0	0	0
80-80 Other Financing Uses-Interfund Reimbursements	(198,630)	(211,163)	0	135,000	(76,163)
Expense - Summary	8,868,348	8,249,724	90,000	135,000	8,474,724
NET COST	7,539,303	7,399,553	(10,000)	0	7,389,553

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 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 2,000 adult and juvenile court ordered reports annually. Since last year our adult supervision caseload has increased 15% to 1,273, and our juvenile caseload has increased 30% to 125.

ACCOMPLISHMENTS IN FY 2018-19

- Through the application of Evidence-Based Practices in probation supervision, for the past four calendar years the Probation Department has kept revocations for felony probation to approximately 1% of the population, and Post-Release Community Supervision (PRCS) revocations resulting in state prison terms, to less than 5% of the PRCS population.
- The Probation Department has seen the most success of Evidence-Based Practices in Mandatory Supervision. Over the last four calendar years, there has only been one Mandatory Supervision revocation case that resulted in a state prison term. In 2018, there were zero probationers on Mandatory Supervision that had a revocation that resulted in a state prison term.
- The Probation Department’s Juvenile Division has also experienced success in their preventative program, Family Wrap. The program was implemented in 2015, and out of all of the participants that completed the program, there was only one juvenile that committed a new crime.
- The Juvenile Division was also successful in recruiting a local family to be a Resource Family and was able to place a local probation youth in their home.
- Through an agreement with the State Franchise Tax Board to utilize their collection services, the Probation Department was able to increase the collection of fines, fees, and restitution in 2018 by over \$50,000.
- The officers and support staff of the Probation Department take pride in providing over two 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 detention sentencing, and violation of probation hearings.

PROBATION

ROB HOWE, Chief Probation Officer
BU 2302 – Probation

GOALS IN FY 2019-20

- We will continue to expand the services offered through our Day Reporting Center (DRC). In 2019-20, we are expanding our services and programming offered through our Day Reporting Center (DRC) to include a Cognitive Behavioral Therapy class through Behavioral Health.
- 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 has substantially increased our annual court ordered reports, this will be quite a challenge.
- We will continue to increase our use of Evidence-Based Practices and programming to reduce recidivism.
- The DRC continues to screen all new participants for substance use and in 2019-20, it will additionally screen all new participants for mental health illnesses.
- Through our agreement with the State Franchise Tax Board, 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2302 : Detention & Correction, Probation

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
53-01 State Assistance Program-Public Assistance Admin	892,250	1,018,000	0	0	1,018,000
54-02 State Aid-Local Comm. Corrections	1,095,910	1,136,910	0	0	1,136,910
54-05 State Aid-Jv Just-Youthful Offender	200,000	200,000	0	0	200,000
54-90 State Aid-Other	331,490	331,490	0	0	331,490
54-95 State Aid-AB 90 CJSF	20,000	20,000	0	0	20,000
55-01 Federal Assist Program-Public Assistance Admin	253,500	253,500	0	0	253,500
56-30 Other Government Agencies-Other	67,555	66,330	0	0	66,330
66-50 Charges for Services-Auditing & Accounting	10,000	10,000	0	0	10,000
66-80 Charges for Services-Law Enforcement Services	5,000	5,000	0	0	5,000
66-90 Charges for Services-Legal Services	10,000	10,000	0	0	10,000
67-50 Judicial-Court Fees and Costs	2,000	2,000	0	0	2,000
Revenue - Summary	2,887,705	3,053,230	0	0	3,053,230
Expense					
01-11 Salaries & Wages-Permanent	2,347,870	2,358,985	0	0	2,358,985
01-13 Salaries & Wages-OT, Holiday, Stby	42,000	42,000	0	0	42,000
01-14 Salaries & Wages-Other, Term	83,545	77,371	0	0	77,371
02-21 Retirement Contributions-FICA	188,835	164,380	0	0	164,380
02-22 Retirement Contributions-PERS	684,115	810,487	0	0	810,487
03-30 Insurance-Health/Life	385,693	448,938	0	0	448,938
03-31 Insurance-Unemployment	16,888	17,042	0	0	17,042
03-32 Insurance-Opt Out	14,400	6,714	0	0	6,714
04-00 Worker's Compensation-	288,989	215,682	0	0	215,682
11-00 Clothing & Personal Suppl-	13,550	13,550	0	0	13,550
12-00 Communications-	26,456	26,456	0	0	26,456
14-00 Household Expense-	17,800	17,800	0	0	17,800
15-12 Insurance-Public Liability	68,187	70,405	0	0	70,405
15-13 Insurance-Fire & Allied Cvrsgs	2,315	2,474	0	0	2,474
17-00 Maintenance-Equipment-	35,141	35,141	0	0	35,141

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2302 : Detention & Correction, Probation

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
18-00 Maint-Bldgs & Imprvmnts-	21,520	21,520	0	0	21,520
19-40 Medical Expense-Medical, Dental & Lab Exp	0	0	0	500	500
20-00 Memberships-	7,641	7,641	0	0	7,641
22-70 Office Expense-Supplies	18,000	18,000	0	0	18,000
22-71 Office Expense-Postage	7,700	7,700	0	0	7,700
22-72 Office Expense-Books & Periodicals	2,500	2,500	0	0	2,500
23-80 Prof & Specialized Svcs- Professional & Specialize	93,600	87,350	0	(500)	86,850
26-00 Rents & Leases-Bldg & Imp-	13,200	13,200	0	0	13,200
28-30 Special Departmental Exp-Supplies & Services	45,997	37,997	0	0	37,997
29-50 Transportation & Travel- Transportation & Travel	61,250	52,250	0	0	52,250
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	72,000	72,000	0	0	72,000
30-00 Utilities-	69,000	69,000	0	0	69,000
38-00 Inventory Items-	4,140	4,140	0	0	4,140
40-70 Child & Welfare-Support & Care of Persons	381,600	381,600	0	0	381,600
48-00 Taxes & Assessments-	160	160	0	0	160
54-02 State Aid-Local Comm. Corrections	56,300	56,300	0	0	56,300
80-80 Other Financing Uses-Interfund Reimbursements	(8,500)	(8,500)	0	0	(8,500)
Expense - Summary	5,061,892	5,130,283	0	0	5,130,283
NET COST	2,174,187	2,077,053	0	0	2,077,053

HEALTH SERVICES

DENISE POMEROY, Director



BU 2304 – Jail Medical Services

DEPARTMENT OVERVIEW

Wellpath previously known as 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, Wellpath currently operates the majority of IMQ accredited sites in the state for both adult and juvenile corrections facilities.

ACCOMPLISHMENTS IN FY 2018-19

- In FY 19/20, Wellpath retained their accreditation under the Institute for Medical Quality

GOALS IN FY 2019-20

- 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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- If number of adult population exceeds the 305 cap in any calendar quarter, Jail Medical will have to pay \$6.19 per diem in excess of 305 daily adult average population. This fee is in addition to the base contract. As of March 2019, population average remains under cap so far.
- Jail Medical pays medical expenses in excess of \$22,000 cap per incident per person. Actual expense is \$33,845 as of March 2018. FY18/19 estimated medical expense is \$50,766.
- Jail Medical pays ADAP related expenses in excess of \$12,000 cap per year. Actual expense is \$35,844 as of March 2018. FY18/19 estimated expense is \$53,766.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The Wellpath contract will be adjusted \$2,665,614 to \$2,745,582. This is a CPI averaged annual rate of 3.0% increase. The per diem charge will be adjusted from \$6.12 to \$6.19. 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.

Health Services Department will increase its annual support share of Jail Medical Services from \$404,000 to \$450,000.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2304 : Detention & Correction, Jail-Medical Services

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-02 State Aid-Local Comm. Corrections	448,900	448,900	0	0	448,900
Revenue - Summary	448,900	448,900	0	0	448,900
Expense					
19-41 Medical Expense-Incarcerated Individual	50,000	87,706	0	0	87,706
23-80 Prof & Specialized Svcs-Professional & Specialize	2,665,614	2,745,582	100,000	0	2,845,582
28-48 Special Departmental Exp-Ambulance Expense	5,000	5,000	0	0	5,000
80-80 Other Financing Uses-Interfund Reimbursements	(658,200)	(704,200)	0	0	(704,200)
Expense - Summary	2,062,414	2,134,088	100,000	0	2,234,088
NET COST	1,613,514	1,685,188	100,000	0	1,785,188

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 2305 – Criminal Justice Facilities (Fund 51)

DEPARTMENT OVERVIEW

This Budget Unit accounts for funding 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 for purposes of maintaining and operating courthouse and criminal justice facilities. These are non-discretionary revenues.

ACCOMPLISHMENTS IN FY 2018-19

- Transferred \$125,000 in support of the County Jail's budget (V2028)

GOALS IN FY 2019-20

- Monitor revenue receipts until deposits are sufficient to transfer \$135,000 to the jail budget (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 51 : Criminal Justice Programs

Budget Unit: 2305 : Detention & Correction, Sheriff-Crim Just Progrms

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-70 Fines, Forfeit, Penalties-Vehicle Code Fines	115,000	125,000	0	0	125,000
81-23 Operating Transfers-Out	0	0	0	135,000	(135,000)
Revenue - Summary	115,000	125,000	0	(135,000)	(10,000)
Expense					
28-30 Special Departmental Exp-Supplies & Services	125,000	135,000	0	(135,000)	0
Expense - Summary	125,000	135,000	0	(135,000)	0
NET COST	10,000	10,000	0	0	10,000

AGRICULTURAL COMMISSIONER

STEVE HAJIK, Agricultural Commissioner/Sealer of Weights and Measures



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, cannabis and hemp programs, 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 51% by state sub-venting, 12% fees and 37% General Fund discretionary revenue.

ACCOMPLISHMENTS IN FY 2018-19

- In pesticide use enforcement, there were 111 permits issued, 18 inspections performed and 7 enforcement actions taken.
- For insect pest detection, there were 969 traps deployed.
- There were 1,240 commercial weighing and measuring devices inspected.
- 2017 Crop Report was completed.

GOALS IN FY 2019-20

- Perform at least 40 pesticide use enforcement inspections by June 30, 2019. Inspections help promote and protect worker safety and the environment.
- Inspect every commercial weighing and measuring device listed under device registration by June 30, 2020. This ensures both consumer confidence and fair and equitable marketplace within the County.
- Complete the 2018 Crop Report by August, 2019. The Crop Report is an excellent tool to measure the health of the agricultural industry and is used as research for various entities.
- Continue the state insect detection agreements for GWSS, EGVM, ACP, GM, SOD, LBAM, JB, MFF, OFF, MLFF, which protects agriculture from invasive species.
- Successfully implement the Cannabis and Hemp programs

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- The implementation of the Cannabis and Hemp programs could have an impact on other state mandated and county programs due to a limited number of staff. We may have to hire additional extra help to reduce the impact on other programs and to be able to fulfill the requirements of the Cannabis and Hemp programs.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2601 : Protective Inspection, Agricultural Commissioner

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
53-90 State Admin Program-Agriculture	284,830	372,987	0	0	372,987
56-30 Other Government Agencies-Other	5,450	5,600	0	0	5,600
66-30 Charges for Services-Agricultural Services	7,420	7,420	0	0	7,420
69-20 Other Current Services-Other	70,500	70,750	0	0	70,750
79-74 Sales-Poison Grain	5,500	2,500	0	0	2,500
Revenue - Summary	373,700	459,257	0	0	459,257
Expense					
01-11 Salaries & Wages-Permanent	349,360	356,341	0	0	356,341
01-12 Salaries & Wages-Extra Help	37,520	41,848	0	0	41,848
01-13 Salaries & Wages-OT, Holiday, Stby	1,500	2,018	0	0	2,018
01-14 Salaries & Wages-Other, Term	5,012	5,013	0	0	5,013
02-21 Retirement Contributions-FICA	28,256	28,952	0	0	28,952
02-22 Retirement Contributions-PERS	62,050	73,984	0	0	73,984
03-30 Insurance-Health/Life	65,073	73,752	0	0	73,752
03-31 Insurance-Unemployment	2,710	2,791	0	0	2,791
04-00 Worker's Compensation-	4,818	3,539	0	0	3,539
10-00 Agricultural-	6,156	3,000	0	0	3,000
11-00 Clothing & Personal Suppl-	200	200	0	0	200
12-00 Communications-	4,500	2,100	0	0	2,100
14-00 Household Expense-	0	0	0	500	500
15-12 Insurance-Public Liability	2,271	7,520	0	0	7,520
15-13 Insurance-Fire & Allied Cvrsgs	272	288	0	0	288
17-00 Maintenance-Equipment-	3,540	5,000	0	0	5,000
18-00 Maint-Bldgs & Imprvmnts-	200	200	0	3,000	3,200
20-00 Memberships-	2,370	2,440	0	0	2,440
22-70 Office Expense-Supplies	5,200	7,200	0	0	7,200
22-71 Office Expense-Postage	1,500	1,500	0	0	1,500
22-72 Office Expense-Books & Periodicals	250	250	0	0	250
23-80 Prof & Specialized Svcs-Professional & Specialize	9,969	37,362	0	(3,500)	33,862
28-30 Special Departmental Exp-Supplies	1,200	24,400	0	0	24,400

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2601 : Protective Inspection, Agricultural Commissioner

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
& Services					
29-50 Transportation & Travel- Transportation & Travel	6,940	10,000	0	0	10,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	32,462	34,969	0	0	34,969
30-00 Utilities-	140	140	0	0	140
38-00 Inventory Items-	3,000	5,150	0	0	5,150
48-00 Taxes & Assessments-	80	80	0	0	80
Expense - Summary	636,549	730,037	0	0	730,037
NET COST	262,849	270,780	0	0	270,780

COMMUNITY DEVELOPMENT DEPARTMENT

MICHALYN DELVALLE, Director



BU 2602 – Building and Safety (Fund 109)

DEPARTMENT OVERVIEW

The Building Division's primary function is to safeguard the life, health and property of the residents of the unincorporated area of Lake County through the enforcement and interpretation of State and Local adopted Building and Fire Codes and ordinances. The Building Division strives to implement these codes and standards in a fair and consistent manner while remaining open to alternative materials and methods that comply with the intent of the codes.

Services provided by the Division include commercial and residential plan review, issuance of building permits, inspections of structural, electrical, plumbing and mechanical installations in new construction, additions and remodels. The Division also insures that Flood Plain requirements are met for all buildings in the mapped Flood Hazard Zones in the County. The Division also issues permits for manufactured home installations on private property and other miscellaneous items such as solar systems, re-roofs, signs, and window replacements.

Building Division management staff (Chief Building Official and Deputy Building Official) also oversee the Code Enforcement program which requires considerable time and attention to detail.

The purpose of the Code Enforcement Division is to provide a consistent and comprehensive method for the identification and abatement of public nuisances in the unincorporated area of the County. Duties may include:

- Inspection of property to determine if a nuisance exists; issuance of Notices of Nuisance and Order to Abate to property owner; represent the Department in Appeal Hearings; Abate nuisances if the property owner fails to do so in the allotted time (including writing of Inspection warrants for court approval, arrange approved contractor for abatement); represent the Department in Lien hearings.
- Inspect properties for hazardous vegetation, inform property owner(s) of non-compliance; abate hazardous vegetation if owner fails to do so; process lien against property as provided for in County code
- Removal of abandoned, wrecked, dismantled vehicles from private property in the unincorporated area of the County.

ACCOMPLISHMENTS IN FY 2018-19

- Caught up on backlog of grading inspections
- Initiated use of Accela permitting software
- Investigated 461 citizen complaints
- Conducted plan reviews within 3 weeks
- Issued 1445 building permits
- Finalized 1029 building permits

COMMUNITY DEVELOPMENT DEPARTMENT

MICHALYN DELVALLE, Director
BU 2602 – Building and Safety

GOALS IN FY 2019-20

- New Building Code Adoption
- Hazardous Vegetation Abatement
- Fill vacant positions and train and retain staff

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Revenues are expected to increase significantly as several large building projects are in process for build-out in FY 19/20. Expenses will increase somewhat due to expansion of Code Enforcement staff, increased abatement activities and overhead costs.

Department Revenue and Expenses

Fund: 109 : Building and Safety

Budget Unit: 2602 : Protective Inspection, Building & Safety

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-20 Permits-Construction	910,190	1,007,601	0	0	1,007,601
21-63 Permits-Mobile Home	13,800	12,000	0	0	12,000
42-01 Revenue from Use of Money-Interest	0	3,927	0	0	3,927
66-10 Charges for Services-Planning & Engineering	591,623	622,193	0	0	622,193
66-17 Charges for Services-State-CBSC fees 90%	4,278	405	0	0	405
66-18 Charges for Services-Admin-CBSC fees 10%	0	45	0	0	45
66-19 Charges for Services-Technology Recovery	0	12,500	0	0	12,500
66-20 Charges for Services-CASP	3,606	3,700	0	0	3,700
66-50 Charges for Services-Auditing & Accounting	4,000	49,000	0	0	49,000
69-20 Other Current Services-Other	0	650	0	0	650
79-90 Other-Miscellaneous	0	900	0	0	900
Revenue - Summary	1,527,497	1,712,921	0	0	1,712,921

Expense

01-11 Salaries & Wages-Permanent	697,052	765,876	0	65,173	831,049
01-12 Salaries & Wages-Extra Help	0	0	0	5,840	5,840
01-13 Salaries & Wages-OT, Holiday, Stby	0	0	0	300	300
02-21 Retirement Contributions-FICA	49,860	58,657	0	5,455	64,112
02-22 Retirement Contributions-PERS	115,759	166,184	0	14,806	180,990
03-30 Insurance-Health/Life	132,696	198,081	0	4,282	202,363
03-31 Insurance-Unemployment	4,562	0	0	5,861	5,861
03-32 Insurance-Opt Out	0	0	0	2,400	2,400
04-00 Worker's Compensation-	86,126	61,925	0	0	61,925
11-00 Clothing & Personal Suppl-	965	4,770	0	0	4,770
12-00 Communications-	7,980	9,018	0	0	9,018
15-12 Insurance-Public Liability	63,174	61,736	0	0	61,736
15-13 Insurance-Fire & Allied Cvrgrs	215	309	0	0	309
17-00 Maintenance-Equipment-	65,672	7,268	14,400	0	21,668

Department Revenue and Expenses

Fund: 109 : Building and Safety

Budget Unit: 2602 : Protective Inspection, Building & Safety

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
20-00 Memberships-	860	1,335	0	0	1,335
22-70 Office Expense-Supplies	9,657	9,500	0	0	9,500
22-71 Office Expense-Postage	5,000	5,000	0	0	5,000
22-72 Office Expense-Books & Periodicals	2,010	4,750	0	0	4,750
23-80 Prof & Specialized Svcs- Professional & Specialize	50,255	124,664	13,000	0	137,664
23-90 Prof & Specialized Svcs- Administrative Services	45,010	29,463	0	0	29,463
23-91 Prof & Specialized Svcs-Intra-Div Services	146,996	148,865	0	0	148,865
24-00 Publications & Legal Ntcs-	250	1,000	0	0	1,000
27-00 Small Tools & Instruments-	600	1,200	0	0	1,200
28-30 Special Departmental Exp-Supplies & Services	8,030	23,670	(14,400)	0	9,270
29-50 Transportation & Travel- Transportation & Travel	6,360	6,360	0	0	6,360
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	25,000	38,777	0	0	38,777
30-00 Utilities-	1,300	0	0	0	0
38-00 Inventory Items-	2,100	10,963	0	0	10,963
48-00 Taxes & Assessments-	8	8	0	0	8
61-60 Cap FA-Bldgs & Imp-Current	0	50,025	0	0	50,025
62-72 Cap. FA-Equipment-Autos & Light Trucks	0	33,000	(3,000)	(30,000)	0
80-80 Other Financing Uses-Interfund Reimbursements	0	(30,000)	0	(136,247)	(166,247)
Expense - Summary	1,527,497	1,792,404	10,000	(62,130)	1,740,274
NET COST	0	79,483	10,000	(62,130)	27,353

COMMUNITY DEVELOPMENT DEPARTMENT

MICHALYN DELVALLE, Director



BU 2604 – Nuisance Abatement (Fund 188)

DEPARTMENT OVERVIEW

The purpose of the Nuisance Abatement budget unit provides funding for the abatement of code violations and for cleanup of illegal dump sites. Duties may include:

- Inspection of property to determine if a nuisance exists; issuance of Notices of Nuisance and Order to Abate to property owner; represent the Department in Appeal Hearings; Abate nuisances if the property owner fails to do so in the allotted time (including writing of Inspection warrants for court approval, arrange approved contractor for abatement); represent the Department in Lien hearings.
- Inspect properties for hazardous vegetation, inform property owner(s) of non-compliance; abate hazardous vegetation if owner fails to do so; process lien against property as provided for in County code

ACCOMPLISHMENTS IN FY 2018-19

- Investigated 461 citizen complaints
- A second Code Enforcement Officer position was added (in Building Safety budget unit) to pursue cannabis abatement activities

GOALS IN FY 2019-20

- Monitor the performance of Accela software regarding nuisance complaints and the management of abatements and make recommendation for improvements
- Review abatement procedures and revise as necessary to improve efficiencies and compliance with legal requirements
- Code Enforcement Manager position, newly added (in Building Safety budget unit), to oversee and improve outcomes in nuisance abatement activities

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Abatement of non-permitted, illegal cannabis operations (including, but not limited to, cultivation, manufacturing, distribution, retail sales, etc.), is unknown in terms of expenditure of resources, duration and intensity

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 188 : Nuisance Abatement

Budget Unit: 2604 : Protective Inspection, Nuisance Abatement Progm

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-30 Property Taxes-Prior Secured	5,000	5,000	0	0	5,000
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	30,000	25,000	0	0	25,000
42-01 Revenue from Use of Money-Interest	1,815	1,900	0	0	1,900
66-40 Charges for Services-Assess & Tax Collection	0	3,000	0	0	3,000
69-20 Other Current Services-Other	20,000	1,100	0	0	1,100
Revenue - Summary	56,815	36,000	0	0	36,000
Expense					
23-90 Prof & Specialized Svcs-Administrative Services	476	343	0	0	343
28-30 Special Departmental Exp-Supplies & Services	100,000	100,000	0	0	100,000
55-06 Other Charges-Nuisance Abatement	110,000	110,000	0	0	110,000
Expense - Summary	210,476	210,343	0	0	210,343
NET COST	153,661	174,343	0	0	174,343

AGRICULTURAL COMMISSIONER

STEVE HAJIK, Agricultural Commissioner/Sealer of Weights and Measures



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 2018-19

- The Lake County Board of Supervisors approved the Lake County Fish and Wildlife Advisory Committee's recommendation to fund an Osprey sign in Clearlake.

GOALS IN FY 2019-20

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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 131 : Fish and Wildlife

Budget Unit: 2701 : Other Inspection, Fish and Game

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-81 Fines, Forfeit, Penalties-Fish and Game Fines	2,000	2,400	0	0	2,400
31-90 Fines, Forfeit, Penalties-Forfeitures & Penalties	1,000	1,500	0	0	1,500
42-01 Revenue from Use of Money-Interest	300	300	0	0	300
Revenue - Summary	3,300	4,200	0	0	4,200
Expense					
22-70 Office Expense-Supplies	50	50	0	0	50
22-71 Office Expense-Postage	50	50	0	0	50
23-90 Prof & Specialized Svcs-Administrative Services	1,092	967	0	0	967
28-30 Special Departmental Exp-Supplies & Services	18,208	18,333	0	0	18,333
53-87 Other Charges-Fish & Game Propagation	100	100	0	0	100
Expense - Summary	19,500	19,500	0	0	19,500
NET COST	16,200	15,300	0	0	15,300

COMMUNITY DEVELOPMENT DEPARTMENT

MICHALYN DELVALLE, Director



BU 2702 – Planning

DEPARTMENT OVERVIEW

The Planning Division is responsible for long range planning with the County and for processing discretionary projects, subdivisions, processing of all environmental documents, and updating Code and Ordinances. 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.

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, compliance monitoring, and cannabis project review and compliance.

Additionally, the department is responsible for General Plan and area plans updates, General Plan map amendments, 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 2018-19

- Updated Zoning Ordinance
- Created a Facebook Page
- Initiated use of Accela permitting software
- Presented 57 projects before the Planning Commission
- Took in 450 Planning applications

GOALS IN FY 2019-20

- Williamson Act Nonrenewals
- Fill vacant positions, train and retain staff
- Area Plan Update
- Housing Element update

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Revenue permit accounts will drop, due to expanded cannabis activity, which will be offset by reduction of expenses, as cannabis trust accounts reimburse 2702 for cannabis permits.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2702 : Other Inspection, Planning

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-10 Development Permits-Development Permits	181,809	69,744	0	0	69,744
21-40 Permits-Zoning	26,065	34,634	0	0	34,634
21-65 Permits-Sanit-Land Development	1,445	2,770	0	0	2,770
66-10 Charges for Services-Planning & Engineering	19,389	12,569	0	0	12,569
66-11 Charges for Services-Subdivision Insp Fees	3,229	15,656	0	0	15,656
66-12 Charges for Services-Environment Planning Fees	48,365	58,340	0	0	58,340
66-13 Charges for Services-Planned Development Fees	19,837	13,197	0	0	13,197
66-14 Charges for Services-Mitigation Monitor/Inspec	59,603	56,800	0	0	56,800
66-19 Charges for Services-Technology Recovery	10,130	6,594	0	0	6,594
66-21 Charges for Services-General Plan Maint	0	33,133	0	0	33,133
69-20 Other Current Services-Other	0	246	0	0	246
79-70 Sales-Other Sales-Miscellaneous	100,000	0	0	0	0
79-90 Other-Miscellaneous	0	3,798	0	0	3,798
81-22 Operating Transfers-In	200,000	200,000	0	0	200,000
Revenue - Summary	669,872	507,481	0	0	507,481

Expense

01-11 Salaries & Wages-Permanent	774,365	842,287	0	(4,255)	838,032
01-12 Salaries & Wages-Extra Help	0	18,000	0	0	18,000
01-14 Salaries & Wages-Other, Term	0	0	0	4,255	4,255
02-21 Retirement Contributions-FICA	59,499	64,617	0	0	64,617
02-22 Retirement Contributions-PERS	137,535	228,804	(53,901)	0	174,903
03-30 Insurance-Health/Life	125,386	173,880	(60)	0	173,820
03-31 Insurance-Unemployment	5,421	5,916	0	0	5,916
03-32 Insurance-Opt Out	0	2,400	0	0	2,400
04-00 Worker's Compensation-	16,155	9,738	0	0	9,738
11-00 Clothing & Personal Suppl-	420	0	0	0	0
12-00 Communications-	4,320	1,200	1,800	0	3,000

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2702 : Other Inspection, Planning

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
15-12 Insurance-Public Liability	2,362	2,489	0	0	2,489
15-13 Insurance-Fire & Allied Cvrgrs	577	609	0	0	609
17-00 Maintenance-Equipment-	37,910	2,575	8,096	0	10,671
20-00 Memberships-	2,000	2,000	0	0	2,000
22-70 Office Expense-Supplies	14,002	7,973	0	0	7,973
22-71 Office Expense-Postage	2,500	1,500	0	0	1,500
22-72 Office Expense-Books & Periodicals	2,286	2,244	0	0	2,244
23-80 Prof & Specialized Svcs- Professional & Specialize	100,000	3,780	39,177	(5,000)	37,957
23-90 Prof & Specialized Svcs- Administrative Services	75,106	107,560	0	0	107,560
23-91 Prof & Specialized Svcs-Intra-Div Services	0	10,900	0	0	10,900
24-00 Publications & Legal Ntcs-	8,500	10,500	0	0	10,500
28-30 Special Departmental Exp-Supplies & Services	8,735	21,526	(5,112)	0	16,414
29-50 Transportation & Travel- Transportation & Travel	9,904	6,658	0	0	6,658
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	14,000	6,190	0	0	6,190
38-00 Inventory Items-	2,100	0	0	5,000	5,000
52-10 Other Charges-Contib to Non-Co Gov Agen	57,414	40,000	10,000	0	50,000
80-80 Other Financing Uses-Interfund Reimbursements	(390,076)	(565,865)	0	0	(565,865)
Expense - Summary	1,070,421	1,007,481	0	0	1,007,481
NET COST	400,549	500,000	0	0	500,000

ANIMAL CARE AND CONTROL

JONATHAN ARMAS, Director



BU 2703 – Animal Care and Control

DEPARTMENT OVERVIEW

Lake County Animal Care and Control 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 and vicious dog complaints, a dog licensing program, and offering low cost rabies vaccinations to the community. LCACC 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. LCACC operates a shelter with a holding capacity of 42 dogs, 90 cats, and nearly 24 assorted livestock. The facility is open to the public 6 days a week where they can retrieve lost pets, surrender of stray animals, purchasing of licenses, and viewing of available animals.

ACCOMPLISHMENTS IN FY 2018-19

- Mendocino Complex Fire Assistance
- Further LEAP training with Sacramento CERT
- Successfully hired and trained two new Animal Control Officers

GOALS IN FY 2019-20

- Continue with Adoption Coordinator to increase live release rate
- Offer low cost vaccine clinics at a more steady and permanent rate
- Have LEAP ready and alert for response
- Get new Officers trained and working

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Non-priority calls may have increased response times
- Level of care provided to animals may decrease
- No after hour services to continue through year

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Increased revenue received is anticipated from previous years from licensing while a decrease expected from contract payments. Higher than average spending from garage is expected as fleet ages and requires replacement. Professional services also increasing with new officers requiring training.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2703 : Other Inspection, Animal Care & Control

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-01 Development Permits-Animal	36,000	43,500	0	0	43,500
21-60 Permits-Other	2,000	2,000	0	0	2,000
56-30 Other Government Agencies-Other	10,000	10,000	0	0	10,000
66-71 Charges for Services-Animal Sales	7,000	9,000	0	0	9,000
66-72 Charges for Services-Humane Services	130,000	131,500	0	0	131,500
79-70 Sales-Other Sales-Miscellaneous	5,000	0	0	0	0
79-90 Other-Miscellaneous	0	5,000	0	0	5,000
81-22 Operating Transfers-In	75,000	75,000	25,000	0	100,000
81-23 Operating Transfers-Out	(75,000)	(75,000)	(25,000)	0	(100,000)
Revenue - Summary	190,000	201,000	0	0	201,000
Expense					
01-11 Salaries & Wages-Permanent	312,728	315,701	0	0	315,701
01-12 Salaries & Wages-Extra Help	146,867	146,143	0	0	146,143
01-13 Salaries & Wages-OT, Holiday, Stby	42,498	30,000	0	0	30,000
01-14 Salaries & Wages-Other, Term	0	4,692	0	0	4,692
02-21 Retirement Contributions-FICA	31,372	30,825	0	0	30,825
02-22 Retirement Contributions-PERS	55,542	65,492	0	0	65,492
03-30 Insurance-Health/Life	77,155	103,045	0	0	103,045
03-31 Insurance-Unemployment	3,198	3,640	0	0	3,640
04-00 Worker's Compensation-	96,499	99,614	0	0	99,614
11-00 Clothing & Personal Suppl-	3,800	3,200	0	0	3,200
12-00 Communications-	8,700	8,700	0	0	8,700
14-00 Household Expense-	7,200	7,200	0	0	7,200
15-12 Insurance-Public Liability	2,179	8,156	0	0	8,156
15-13 Insurance-Fire & Allied Cvrgrs	889	1,299	0	0	1,299
17-00 Maintenance-Equipment-	5,100	5,500	0	0	5,500
18-00 Maint-Bldgs & Imprvmnts-	6,000	6,500	0	0	6,500
19-40 Medical Expense-Medical, Dental & Lab Exp	23,632	20,000	0	0	20,000
20-00 Memberships-	200	0	0	0	0
22-70 Office Expense-Supplies	8,500	9,000	0	0	9,000

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2703 : Other Inspection, Animal Care & Control

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
22-71 Office Expense-Postage	1,300	1,300	0	0	1,300
22-72 Office Expense-Books & Periodicals	550	550	0	0	550
23-80 Prof & Specialized Svcs- Professional & Specialize	46,000	38,591	9,500	0	48,091
24-00 Publications & Legal Ntcs-	1,500	2,000	0	0	2,000
28-30 Special Departmental Exp-Supplies & Services	22,000	21,000	0	0	21,000
29-50 Transportation & Travel- Transportation & Travel	500	4,500	0	0	4,500
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	65,000	65,000	0	0	65,000
30-00 Utilities-	48,000	50,000	0	0	50,000
38-00 Inventory Items-	1,550	1,000	0	0	1,000
62-74 Cap. FA-Equipment-Other	0	0	0	75,000	75,000
Expense - Summary	1,018,459	1,052,648	9,500	75,000	1,137,148
NET COST	828,459	851,648	9,500	75,000	936,148



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 2018-19

- Started remodel of Emergency Operations Center
- Approved Hazard Mitigation Plan
- Adopted County EOP
- EOC Activations for Pawnee & Mendocino Complex Fires
- After Action Review and Exercise w/ PG&E for Public Safety Power Shut-offs

GOALS IN FY 2019-20

- Conduct required training exercises
- Continue participation in emergency preparedness activities with community groups and stakeholders.
- Continue applying for SHSGP, EMPG, and other grants
- Complete EOC remodel
- Continue to enhance capabilities of EOC & Mobile EOC

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2704 : Other Inspection, Emergency Services

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-90 State Aid-Other	419,317	369,937	0	0	369,937
Revenue - Summary	419,317	369,937	0	0	369,937
Expense					
17-00 Maintenance-Equipment-	0	32,934	0	0	32,934
18-00 Maint-Bldgs & Imprvmnts-	7,291	46,291	0	0	46,291
23-91 Prof & Specialized Svcs-Intra-Div Services	152,256	152,106	0	0	152,106
28-30 Special Departmental Exp-Supplies & Services	4,000	5,000	0	0	5,000
38-00 Inventory Items-	190,061	80,899	0	0	80,899
52-10 Other Charges-Contib to Non-Co Gov Agen	57,000	23,750	0	0	23,750
62-74 Cap. FA-Equipment-Other	20,000	40,248	0	0	40,248
80-80 Other Financing Uses-Interfund Reimbursements	(4,000)	(4,000)	0	0	(4,000)
Expense - Summary	426,608	377,228	0	0	377,228
NET COST	7,291	7,291	0	0	7,291

ASSESSOR-RECORDER

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 2018-19

- Continued Cross-Training of Staff
- Improvements to Recording System, to better utilize support
- FTP Portal established, to create a more effective communication of our data to outside parties
- Start process to E-Record

GOALS IN FY 2019-20

- Continued improvement in counter work flow
- Further process to E-Record
- Further Cross-train staff
- Improved Use of Recording System

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Additional time allotted to any one customer.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2707 : Other Inspection, Recorder

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
66-91 Charges for Services-Recording Fees	290,000	285,000	0	0	285,000
69-20 Other Current Services-Other	5,000	5,000	0	0	5,000
79-70 Sales-Other Sales-Miscellaneous	100	100	0	0	100
79-90 Other-Miscellaneous	100	100	0	0	100
Revenue - Summary	295,200	290,200	0	0	290,200
Expense					
01-11 Salaries & Wages-Permanent	141,137	129,744	0	0	129,744
02-21 Retirement Contributions-FICA	10,981	10,109	0	0	10,109
02-22 Retirement Contributions-PERS	25,067	26,937	0	0	26,937
03-30 Insurance-Health/Life	28,976	21,570	0	0	21,570
03-31 Insurance-Unemployment	8,313	925	0	0	925
03-32 Insurance-Opt Out	2,400	2,400	0	0	2,400
04-00 Worker's Compensation-	2,720	2,156	0	0	2,156
12-00 Communications-	800	800	0	0	800
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	313	449	0	0	449
17-00 Maintenance-Equipment-	500	500	0	0	500
20-00 Memberships-	800	800	0	0	800
22-70 Office Expense-Supplies	4,000	4,000	0	0	4,000
22-71 Office Expense-Postage	9,500	9,500	0	0	9,500
22-72 Office Expense-Books & Periodicals	300	300	0	0	300
23-80 Prof & Specialized Svcs-Professional & Specialize	2,000	1,500	0	0	1,500
23-91 Prof & Specialized Svcs-Intra-Div Services	22,404	22,404	0	0	22,404
24-00 Publications & Legal Ntcs-	700	700	0	0	700
28-30 Special Departmental Exp-Supplies & Services	1,700	1,700	0	0	1,700
29-50 Transportation & Travel-Transportation & Travel	1,760	2,260	0	0	2,260
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	1,445	1,445	0	0	1,445
80-80 Other Financing Uses-Interfund	0	(1,001)	0	0	(1,001)

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 2707 : Other Inspection, Recorder

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Reimbursements					
80-81 Other Financing Uses-Intrafund Reimbursements	(1,001)	0	0	0	0
Expense - Summary	266,934	241,660	0	0	241,660
NET COST	(28,266)	(48,540)	0	0	(48,540)

ASSESSOR-RECORDER

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 2018-19

- Further training of staff to better understand indexing and verifying of documents.

GOALS IN FY 2019-20

- Finish Redaction project

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 182 : Recorder-Micrographics

Budget Unit: 2708 : Other Inspection, Recorder-Micrographics

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	7,200	7,200	0	0	7,200
66-91 Charges for Services-Recording Fees	54,400	54,400	0	0	54,400
Revenue - Summary	61,600	61,600	0	0	61,600
Expense					
01-12 Salaries & Wages-Extra Help	22,855	22,855	0	0	22,855
02-21 Retirement Contributions-FICA	629	629	0	0	629
04-00 Worker's Compensation-	68	50	0	0	50
22-70 Office Expense-Supplies	1,500	1,500	0	0	1,500
23-80 Prof & Specialized Svcs-Professional & Specialize	140,000	140,000	0	0	140,000
23-90 Prof & Specialized Svcs-Administrative Services	3,260	2,072	0	0	2,072
23-91 Prof & Specialized Svcs-Intra-Div Services	1,001	1,001	0	0	1,001
Expense - Summary	169,313	168,107	0	0	168,107
NET COST	107,713	106,507	0	0	106,507

ASSESSOR-RECORDER

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 2018-19

- Project started to Rebind Historical Documents
- Replaced dated receipt printers

GOALS IN FY 2019-20

- Finish Front Counter Project
- Replace dated equipment

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 183 : Recorder-Modernization

Budget Unit: 2709 : Other Inspection, Recorder-Modernization

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	6,900	6,900	0	0	6,900
66-91 Charges for Services-Recording Fees	90,000	90,000	0	0	90,000
Revenue - Summary	96,900	96,900	0	0	96,900
Expense					
17-00 Maintenance-Equipment-	2,000	2,000	0	0	2,000
18-00 Maint-Bldgs & Imprvmnts-	20,000	20,000	0	0	20,000
23-80 Prof & Specialized Svcs-Professional & Specialize	50,000	50,000	0	0	50,000
23-90 Prof & Specialized Svcs-Administrative Services	28,626	(5,944)	5,944	0	0
23-91 Prof & Specialized Svcs-Intra-Div Services	44,810	49,810	0	0	49,810
38-00 Inventory Items-	5,000	5,000	0	0	5,000
Expense - Summary	150,436	120,866	5,944	0	126,810
NET COST	53,536	23,966	5,944	0	29,910

ASSESSOR-RECORDER

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 2018-19

- Planning to scanning vital records

GOALS IN FY 2019-20

- Start scanning vital records

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 184 : Recorder-VtIs & Hlth Stat

Budget Unit: 2710 : Other Inspection, Recorder-VtIs & Hlth Stat

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
66-91 Charges for Services-Recording Fees	3,600	3,600	0	0	3,600
Revenue - Summary	3,600	3,600	0	0	3,600
Expense					
22-70 Office Expense-Supplies	1,000	1,000	0	0	1,000
23-80 Prof & Specialized Svcs-Professional & Specialize	34,000	34,000	0	(2,500)	31,500
23-90 Prof & Specialized Svcs-Administrative Services	15	77	0	0	77
38-00 Inventory Items-	0	0	0	2,500	2,500
90-91 Transfers & Contingencies-Contingencies	500	500	0	0	500
Expense - Summary	35,515	35,577	0	0	35,577
NET COST	31,915	31,977	0	0	31,977

ANIMAL CARE AND CONTROL

JONATHAN ARMAS, Director



BU 2711 – Animal Medical Clinic (Fund 190)

DEPARTMENT OVERVIEW

The Animal Medical Clinic is responsible for providing medical needs for LCACC. It allows us to provide our own spays and neuters on site, as well as most of our medical needs, via a contract for the Veterinarian services at our facility located on the North side of the shelter. This In-house Medical Program provides a huge bonus for our department and the community. Since we are providing our own surgeries and medical care, the cost of adopting an animal has decreased and our euthanasia rates are declining as well. The Animal Medical Clinic also allows for a better standard of care be provided to all animals that come through the shelter.

ACCOMPLISHMENTS IN FY 2018-19

- High quality medical care provided to shelter animals
- Medical Care provided to animals affected by Mendo-Complex fires
- Hired full time Registered Veterinarian Technician

GOALS IN FY 2019-20

- Increase revenue by supplementing spay/neuter services with necessary dental and ear cleanings
- Frequent Vaccine Clinics provided to public
- Hire full time Veterinarian
- To reopen Trap and Release Program

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Low cost public Spay/Neuter may decrease
- Community Trap and Release program
- Adoption surgeries and Shelter Care may decrease

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

For the 18/19 fiscal year the clinic has operated by focusing on shelter surgeries and little to no public surgeries/community cats. For the 19/20 year we will fill surgery days with no less than 8 surgeries a day from both shelter and public animals. The department is creating new policies and procedures to keep both surgery days filled.

Department Revenue and Expenses

Fund: 190 : Animal Medical Clinic

Budget Unit: 2711 : Other Inspection, Animal Medical Clinic

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-01 Development Permits-Animal	8,500	9,500	0	0	9,500
66-72 Charges for Services-Humane Services	75,000	73,000	0	(47,659)	120,659
79-99 Other-Donations	7,500	14,500	0	0	14,500
81-22 Operating Transfers-In	75,000	75,000	25,000	0	100,000
Revenue - Summary	166,000	172,000	25,000	47,659	244,659
Expense					
01-11 Salaries & Wages-Permanent	40,227	40,068	0	80,499	120,567
01-13 Salaries & Wages-OT, Holiday, Stby	0	2,250	0	0	2,250
02-21 Retirement Contributions-FICA	3,077	3,513	0	5,882	9,395
02-22 Retirement Contributions-PERS	7,145	8,319	0	16,713	25,032
03-30 Insurance-Health/Life	9,644	11,343	0	10,445	21,788
03-31 Insurance-Unemployment	282	280	0	564	844
04-00 Worker's Compensation-	0	683	0	0	683
17-00 Maintenance-Equipment-	0	0	0	3,500	3,500
19-40 Medical Expense-Medical, Dental & Lab Exp	28,000	28,000	0	7,000	35,000
23-80 Prof & Specialized Svcs-Professional & Specialize	79,625	79,944	25,000	(80,944)	24,000
28-30 Special Departmental Exp-Supplies & Services	2,616	0	0	2,000	2,000
29-50 Transportation & Travel-Transportation & Travel	0	0	0	2,000	2,000
Expense - Summary	170,616	174,400	25,000	47,659	247,059
NET COST	4,616	2,400	0	0	2,400

AGRICULTURAL COMMISSIONER

STEVE HAJIK, Agricultural Commissioner/Sealer of Weights and Measures



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 64% by local property taxes and 36% by General Fund discretionary revenues.

ACCOMPLISHMENTS IN FY 2018-19

- 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 2019-20

- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- A decrease of County support could result in the loss of a .5 trapper position that is currently shared with Napa County. This would negatively impact the program and public response time which could lead to the use of illegal control methods by the public putting non-target animals at risk.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 134 : Biological Community

Budget Unit: 2714 : Other Inspection, Biological Community

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	64,000	66,000	0	0	66,000
10-20 Property Taxes-Current Unsecured	1,600	1,600	0	0	1,600
10-25 Property Taxes-Supp 813-Current	200	300	0	0	300
10-35 Property Taxes-Supp 813-Prior	160	160	0	0	160
10-40 Property Taxes-Prior Unsecured	60	50	0	0	50
10-70 Other Taxes-Timber Yield	50	40	0	0	40
42-01 Revenue from Use of Money-Interest	150	150	0	0	150
54-60 State Aid-HOPTR	800	800	0	0	800
81-22 Operating Transfers-In	38,414	39,306	0	0	39,306
Revenue - Summary	105,434	108,406	0	0	108,406
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	103,374	106,476	0	0	106,476
23-90 Prof & Specialized Svcs-Administrative Services	2,060	1,930	0	0	1,930
Expense - Summary	105,434	108,406	0	0	108,406
NET COST	0	0	0	0	0

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 2018-19

- Respond to over 550 Service Requests for road maintenance county-wide
- Responded to another disaster with the flooding and damages caused by the Atmospheric River Storm of 2019
- Performed vegetation control on hundreds of lane miles using herbicide application and roadside mowing

GOALS IN FY 2019-20

- 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
- Repair of several storm damage sites resulting from the Storms of 2019
- County-wide recovery from storms of 2019 with a focus on pothole patching, asphalt repairs, vegetation control and ditch cleaning
- 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

SCOTT DE LEON, Director
BU 3011 – Road Department

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- The cost of performing road maintenance work continues to rise with increases in material, equipment and labor costs. If the Classification and Compensation Study currently being performed results in higher wages, our labor costs will be even greater, with no appreciable increase in revenues. Even with SB1 funding, the Road Division will only be able to make minor improvements to the overall road network, and with the entire system aging as quickly as it is, it will be a difficult challenge to keep it from failing completely. The image above is clearly intended to be humorous, however the fact remains that with continued disasters that damage our road network, we're facing an uphill battle to maintain them.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

County of Lake, Fiscal Year 2019-2020		
Road Fund - Work Program - Revenues		
General Purpose Road Revenues		
County Property Taxes	\$773,050	
H.O.P.T.R.	\$10,000	
Federal Forest Receipts	\$180,000	
Highway Users Gas Tax (State)	\$3,333,152	
Road Maintenance Account (SB1)	\$2,361,491	
Interest Earnings	\$90,000	
		\$6,747,693
Project Specific Revenues		
HBP Bridge (100% using toll credits)/HSIP Sign Repl and Overlay	\$4,616,984	
Demo Grant - (south main/SBR)	\$2,968,043	
Road & Street services, CSA reimb, Other Contributions	\$946,072	
Federal Gas Tax (State Exchange); RSTP (APC)	\$663,873	
STIP, state (cole crk, sth main/SBR, Middletown multi-use path, UL Ped Imp)	\$1,656,300	
FHWA/FEMA/HMPG (Culvert replacements/Hoberg Area Roads Overlay)	\$1,661,434	
State OES/HMGP & CalEMA	\$26,078	
		\$12,538,784
Other Revenues		
Construction Traffic Road Fee and Road Impact Fee	\$310,100	
Miscellaneous	\$26,565	
		\$336,665
Total Revenues		\$19,623,142
Fund Balance Revenues & Reserve Cancellations		
SB 621 Indian Gaming uses		\$10,000
General fund balance uses		\$3,545,273
Total Budget		\$23,178,415

County of Lake, Fiscal Year 2019 - 2020		
Road Fund - Work Program - Appropriations		
Administration		
Public Works Administration	\$592,328	
General County Overhead	\$30,363	
General Road Overhead	\$258,092	
Undistributed Engineering	\$22,850	
		\$903,633
Maintenance		
Force Account Labor	\$2,585,893	
Force Account Equipment	\$1,125,046	
Road Maintenance Materials	\$698,700	
Bridge Construction Materials	\$45,000	
		\$4,454,639
Maintenance Projects		
Inmate Road Crew	\$68,750	
Twin Lakes/Melody Lane/Reimbursable/CSA's	\$204,287	
Adopt-a-Road	\$3,000	
Pavement preservation and Improvement projects	\$4,467,644	
		\$4,743,681
Construction Projects		
Soda Bay/Mission Rancheria (SB621)	\$10,000	
Cole Creek Bridge (HBP/STIP/Exchange)	\$5,000	
Clark Dr Detour Repair (Cole Creek Bridge @ Soda Bay Rd)	\$340,000	
South Main Widening (Demo/ATP/STIP)	\$1,500,000	
Soda Bay Widening (Demo/ATP/STIP)	\$1,300,000	
So Main & Soda Bay Underground Utilities (Rule 20)	\$40,000	
Oak Mitigation - Cole Creek @ Soda Bay Rd (HBP, Exc \$)	\$147,500	
Oak Mitigation - Highland Crk @ Highland Springs Rd (HBP, Exc \$)	\$105,500	
Kelsey Creek Bridge (14C-0232) (Exc \$)	\$125,000	
Hill Creek @ Holdenreid Rd (Exc \$)	\$125,000	
Robinson Creek Bridge @ Mockingbird Lane (HBP, Exc \$)	\$125,000	
Harbin Creek Bridge Habitat Enhancement (HBP, Exc \$)	\$50,000	
Clover Creek Bridge @ Bridge Arbor (HBP, Exc \$)	\$200,000	
Clover Creek Bridge @ First Street (HBP, Exc \$)	\$195,000	
Clayton Creek Bridge @ CCR (HBP, Exc \$)	\$140,000	
Cooper Creek Bridge @ Witter Sprgs (14C-0119) (HBP, Exc \$)	\$155,000	
Konocti Road Sidewalks (SR2S state, Exc \$)	\$60,000	
St Helena Creek @ Wardlow (HBP & Exc \$)	\$135,000	
Cooper Crk @ Witter Springs (14C-0102) (HBP & Exc \$)	\$105,000	
Bartlett Creek @ Bartlett Springs (14C-0099) (HBP & Exc \$)	\$150,000	
Cache Creek @ Bartlett Springs (14C-0107) (HBP & Exc \$)	\$1,566,000	
Bartlett Creek @ Bartlett Springs (14C-0106) (HBP & Exc \$)	\$140,000	
Middle Creek @ Rancheria Rd (HBP/TC & Exc \$)	\$175,000	
Scotts Valley Rd @ Hwy 29 Rehab	\$495,000	
Socrates Mine Road Rehab (mitigation funds)	\$550,000	
Socrates Mine Road 2.6 Slipout (2017 Storm Damage)	\$128,000	
Socrates Mine Road 3.4 Slipout (2017 Storm Damage)	\$128,000	
Upper Lake Pedestrian Improvement (ATP)	\$455,000	
Middletown Multi-use pathway (state)	\$1,247,000	
Culvert Replacement (FMAG)	\$1,139,000	
Hoberg Area Road Overlay (FEMA)	\$150,000	
ER Storm Damage, Sulphur Bank Dr Slipout	\$150,000	
Hill Road Slide - Lakeside Heights	\$115,000	
South Main/Soda Bay Overlay Intersection (SB 1 \$)	\$495,000	
Soda Bay Rd (Manning Crk to Big Valley Rd) Overlay (SB 1 \$)	\$495,000	
Harrington Flat Rd (SB 1 \$)	\$75,000	
FEMA - Hendricks Road Repair (Mendo Complex Fire)	\$325,462	
FEMA - Storm Damage Venturi Slipout	\$100,000	
		\$12,941,462
Other costs		
Fixed Assets	\$135,000	
Total Appropriations		\$23,178,415

Department Revenue and Expenses

Fund: 98 : Road

Budget Unit: 3011 : Public Ways & Facilities, Road

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	750,500	750,500	0	0	750,500
10-20 Property Taxes-Current Unsecured	16,000	16,000	0	0	16,000
10-25 Property Taxes-Supp 813-Current	3,000	5,000	0	0	5,000
10-35 Property Taxes-Supp 813-Prior	1,000	1,000	0	0	1,000
10-40 Property Taxes-Prior Unsecured	500	500	0	0	500
10-70 Other Taxes-Timber Yield	50	50	0	0	50
21-30 Permits-Road Privileges & Permit	310,100	310,100	0	0	310,100
31-90 Fines, Forfeit, Penalties-Forfeitures & Penalties	450	450	0	0	450
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	5	5	0	0	5
42-01 Revenue from Use of Money-Interest	70,000	90,000	0	0	90,000
52-51 State Taxes-Highway Users	2,671,600	3,333,152	0	0	3,333,152
52-52 State Taxes-RMRA SB1	1,836,441	2,361,491	0	0	2,361,491
54-40 State Aid-Disaster Relief	28,125	26,078	0	0	26,078
54-60 State Aid-HOPTR	10,000	10,000	0	0	10,000
54-90 State Aid-Other	1,557,273	2,787,043	0	0	2,787,043
55-30 Other Federal-Construction (FAS)	6,657,691	7,585,027	0	0	7,585,027
55-40 Other Federal-Disaster Relief	1,204,664	1,194,564	0	0	1,194,564
55-50 Other Federal-Forest Reserve	8,000	180,000	0	0	180,000
66-10 Charges for Services-Planning & Engineering	63,800	172,687	0	0	172,687
68-01 Public Ways/Facilities-Road and Street Services	739,427	739,263	0	0	739,263
79-73 Sales-Surveyor Maps	6,000	6,000	0	0	6,000
79-90 Other-Miscellaneous	4,000	4,000	0	0	4,000
79-91 Other-Cancelled Checks	10	10	0	0	10
79-93 Other-Insurance Proceeds	14,500	14,500	0	0	14,500
81-22 Operating Transfers-In	39,361	35,722	0	0	35,722
Revenue - Summary	15,992,497	19,623,142	0	0	19,623,142

Expense

01-11 Salaries & Wages-Permanent	1,585,478	1,556,052	0	0	1,556,052
----------------------------------	-----------	-----------	---	---	-----------

Department Revenue and Expenses

Fund: 98 : Road

Budget Unit: 3011 : Public Ways & Facilities, Road

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
01-12 Salaries & Wages-Extra Help	0	43,632	0	0	43,632
01-13 Salaries & Wages-OT, Holiday, Stby	30,000	30,000	0	0	30,000
01-14 Salaries & Wages-Other, Term	5,332	26,645	0	0	26,645
02-21 Retirement Contributions-FICA	124,542	124,938	0	0	124,938
02-22 Retirement Contributions-PERS	281,596	323,067	0	0	323,067
03-30 Insurance-Health/Life	295,599	387,403	0	0	387,403
03-31 Insurance-Unemployment	20,745	11,628	0	0	11,628
03-32 Insurance-Opt Out	7,200	4,800	0	0	4,800
04-00 Worker's Compensation-	105,961	77,728	0	0	77,728
11-00 Clothing & Personal Suppl-	17,950	17,950	0	0	17,950
12-00 Communications-	8,650	10,800	0	0	10,800
14-00 Household Expense-	3,150	3,150	0	0	3,150
15-12 Insurance-Public Liability	91,957	60,681	0	0	60,681
15-13 Insurance-Fire & Allied Cvrgrs	690	727	0	0	727
17-00 Maintenance-Equipment-	15,850	15,850	0	0	15,850
18-00 Maint-Bldgs & Imprvmnts-	44,735	56,735	0	(15,000)	41,735
19-40 Medical Expense-Medical Supplies	920	920	0	0	920
20-00 Memberships-	855	855	0	0	855
22-72 Office Expense-Books & Periodicals	500	500	0	0	500
23-80 Prof & Specialized Svcs-Professional & Specialize	85,115	85,169	0	0	85,169
23-81 Prof & Specialized Svcs-Engineering In-House	22,850	22,850	0	0	22,850
23-85 Prof & Specialized Svcs-DPW Services	635,606	592,328	0	0	592,328
23-90 Prof & Specialized Svcs-Administrative Services	40,175	30,363	0	0	30,363
24-00 Publications & Legal Ntcs-	600	600	0	0	600
25-00 Rents & Leases-Equipment-	1,129,620	1,135,046	0	0	1,135,046
27-00 Small Tools & Instruments-	19,900	19,900	0	0	19,900
28-30 Special Departmental Exp-Supplies & Services	539,315	854,707	0	0	854,707
29-50 Transportation & Travel-Transportation & Travel	4,200	4,200	0	0	4,200
29-51 Transportation & Travel-Cent. Gar.-	10,000	10,000	0	0	10,000

Department Revenue and Expenses

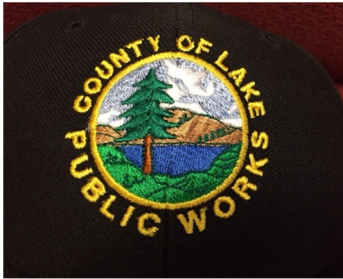
Fund: 98 : Road

Budget Unit: 3011 : Public Ways & Facilities, Road

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Pool Mlg ONLY					
30-00 Utilities-	26,325	27,825	0	0	27,825
38-00 Inventory Items-	23,000	8,000	0	0	8,000
47-00 Rights-of-Way-	1,197,200	1,221,200	0	0	1,221,200
48-00 Taxes & Assessments-	50	60	0	0	60
53-55 Other Charges-Road Improvements	3,626,541	6,917,106	0	0	6,917,106
61-60 Cap FA-Bldgs & Imp-Current	0	0	0	15,000	15,000
62-74 Cap. FA-Equipment-Other	0	100,000	20,000	0	120,000
63-01 Construction in Progress-Roads	3,403,480	4,434,000	0	0	4,434,000
63-02 Construction in Progress-Bridges	4,554,350	3,179,000	0	0	3,179,000
63-09 Construction in Progress-Sidewalks/Curbs/BikePaths	1,029,000	1,762,000	0	0	1,762,000
Expense - Summary	18,989,037	23,158,415	20,000	0	23,178,415
NET COST	2,996,540	3,535,273	20,000	0	3,555,273

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 2018-19

- No significant work was performed on any of these subdivisions in FY 18/19.

GOALS IN FY 2019-20

- Perform work on High Valley Road to improve road surfacing
- Though delayed last year by storm damages, an appropriation for improvements to Socrates Mine Road has been retained in this year’s budget in the event that project can be delivered
- 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 was 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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 962 : Konocti Terr-Intersection

Budget Unit: 3062 : Public Ways & Facilities, Konocti Terrace

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	220	220	0	0	220
Revenue - Summary	220	220	0	0	220
NET COST	(220)	(220)	0	0	(220)

Department Revenue and Expenses

Fund: 963 : Konocti Terrace-Monument

Budget Unit: 3063 : Public Ways & Facilities, Konocti Terrace Monument

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	280	280	0	0	280
Revenue - Summary	280	280	0	0	280
NET COST	(280)	(280)	0	0	(280)

Department Revenue and Expenses

Fund: 964 : Beaver Creek Campground

Budget Unit: 3064 : Public Ways & Facilities, Beaver Creek Campground

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	28	28	0	0	28
Revenue - Summary	28	28	0	0	28
NET COST	(28)	(28)	0	0	(28)

Department Revenue and Expenses

Fund: 965 : Geysers Geothermal

Budget Unit: 3065 : Public Ways & Facilities, Geysers Geothermal

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	7,800	7,800	0	0	7,800
Revenue - Summary	7,800	7,800	0	0	7,800
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	510,000	510,000	0	0	510,000
Expense - Summary	510,000	510,000	0	0	510,000
NET COST	502,200	502,200	0	0	502,200

Department Revenue and Expenses

Fund: 966 : Spruce Grove Rd @ Hwy 29

Budget Unit: 3066 : Public Ways & Facilities, Spruce Grove Rd @ Hwy 29

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	410	410	0	0	410
Revenue - Summary	410	410	0	0	410
NET COST	(410)	(410)	0	0	(410)

Department Revenue and Expenses

Fund: 968 : Berger Bay Drainage

Budget Unit: 3068 : Public Ways & Facilities, Berger Bay Drainage

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	400	400	0	0	400
Revenue - Summary	400	400	0	0	400
NET COST	(400)	(400)	0	0	(400)

Department Revenue and Expenses

Fund: 969 : Lakeshore Blvd Bike Lanes

Budget Unit: 3069 : Public Ways & Facilities, Lakeshore Blvd Bike Lanes

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	950	950	0	0	950
Revenue - Summary	950	950	0	0	950
NET COST	(950)	(950)	0	0	(950)

Department Revenue and Expenses

Fund: 970 : Highland Springs Road

Budget Unit: 3070 : Public Ways & Facilities, Highland Springs Rd

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	100	100	0	0	100
Revenue - Summary	100	100	0	0	100
NET COST	(100)	(100)	0	0	(100)

Department Revenue and Expenses

Fund: 971 : South Main @ Hwy 175

Budget Unit: 3071 : Public Ways & Facilities, South Main @ Hwy 175

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	320	320	0	0	320
Revenue - Summary	320	320	0	0	320
NET COST	(320)	(320)	0	0	(320)

Department Revenue and Expenses

Fund: 972 : Harmony Park-Melody Lane

Budget Unit: 3072 : Public Ways & Facilities, Harmony Park-Melody Lane

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	424	424	0	0	424
81-23 Operating Transfers-Out	(1,600)	(1,600)	0	0	(1,600)
Revenue - Summary	(1,176)	(1,176)	0	0	(1,176)
NET COST	1,176	1,176	0	0	1,176

Department Revenue and Expenses

Fund: 973 : Harmony Park-Drainage

Budget Unit: 3073 : Public Ways & Facilities, Harmony Park-Drainage

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	610	475	0	0	475
Revenue - Summary	610	475	0	0	475
NET COST	(610)	(475)	0	0	(475)

Department Revenue and Expenses

Fund: 974 : Harmony Park-Gov't St

Budget Unit: 3074 : Public Ways & Facilities, Harmony Park-Gov't St

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	80	75	0	0	75
Revenue - Summary	80	75	0	0	75
NET COST	(80)	(75)	0	0	(75)

Department Revenue and Expenses

Fund: 975 : Pinoleville Subdivision

Budget Unit: 3075 : Public Ways & Facilities, Pinoleville Subdivision

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	200	200	0	0	200
Revenue - Summary	200	200	0	0	200
NET COST	(200)	(200)	0	0	(200)

Department Revenue and Expenses

Fund: 976 : Hill Rd-Lakeshore Blvd

Budget Unit: 3076 : Public Ways & Facilities, Hill Rd-Lakeshore Blvd

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	40	40	0	0	40
Revenue - Summary	40	40	0	0	40
NET COST	(40)	(40)	0	0	(40)

Department Revenue and Expenses

Fund: 977 : South Main Improvements

Budget Unit: 3077 : Public Ways & Facilities, South Main Improvements

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	200	175	0	0	175
Revenue - Summary	200	175	0	0	175
NET COST	(200)	(175)	0	0	(175)

Department Revenue and Expenses

Fund: 979 : High Valley Rd-Brassfield

Budget Unit: 3079 : Public Ways & Facilities, High Valley Rd-Brassfield

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	410	410	0	0	410
79-90 Other-Miscellaneous	1,450	1,450	0	0	1,450
Revenue - Summary	1,860	1,860	0	0	1,860
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	35,000	35,000	0	0	35,000
Expense - Summary	35,000	35,000	0	0	35,000
NET COST	33,140	33,140	0	0	33,140

Department Revenue and Expenses

Fund: 981 : Developer Fees - Road Imp

Budget Unit: 3081 : Public Ways & Facilities, Hartmann Road

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	420	400	0	0	400
Revenue - Summary	420	400	0	0	400
NET COST	(420)	(400)	0	0	(400)

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 nearly 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 2018-19

- 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
- Initiated increased outreach with the Fixed-based Operators and users of the airport
- Prepared a grant application for special funding from FAA
- Collaborated with local Chamber of Commerce to begin the development of a pilots lounge

GOALS IN FY 2019-20

- 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 local Chamber of Commerce and develop a pilots lounge

DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director
BU 3122 – Lampson Airport

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Though bids have not yet been solicited for the pavement rehabilitation project, staff is concerned there will be sufficient funding for the project. One option includes soliciting funding from other general aviation airports who won't be utilizing their FAA funding this year, however that is not a favorable position. At the time of this budgets preparation, we have not received any update from the FAA on the application for special funding.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no appreciable changes in this Divisions budget for FY 19/20. We had intended on constructing the pavement rehabilitation project last summer but postponed the construction to this year following the extended closure of the airport during the Mendocino Complex Fire. The pavement rehabilitation project would have required an additional closure of several weeks and it was decided the local businesses could not accommodate any additional losses.

Department Revenue and Expenses

Fund: 132 : Lampson Airport

Budget Unit: 3122 : Transportation Terminals, Lampson Airport

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-70 Other Taxes-Timber Yield	150	100	0	0	100
42-10 Rents & Concessions-Rents & Concessions	55,653	59,145	0	0	59,145
52-40 State Taxes-Aviation	10,000	10,000	0	0	10,000
81-22 Operating Transfers-In	15,568	9,625	9,000	(33,716)	52,341
81-23 Operating Transfers-Out	0	(9,625)	0	26,595	(36,220)
Revenue - Summary	81,371	69,245	9,000	7,121	85,366
Expense					
01-12 Salaries & Wages-Extra Help	11,544	11,544	0	0	11,544
02-21 Retirement Contributions-FICA	317	317	0	0	317
03-31 Insurance-Unemployment	81	81	0	0	81
12-00 Communications-	240	240	0	0	240
15-10 Insurance-Other	2,500	2,500	0	0	2,500
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	855	901	0	0	901
17-00 Maintenance-Equipment-	4,300	4,650	0	0	4,650
18-00 Maint-Bldgs & Imprvmnts-	22,335	25,400	0	0	25,400
20-00 Memberships-	75	75	0	0	75
23-80 Prof & Specialized Svcs-Professional & Specialize	5,650	5,800	0	0	5,800
23-81 Prof & Specialized Svcs-Engineering In-House	27,860	31,568	0	0	31,568
23-85 Prof & Specialized Svcs-DPW Services	16,917	15,753	0	0	15,753
23-90 Prof & Specialized Svcs-Administrative Services	1,985	1,629	0	0	1,629
26-00 Rents & Leases-Bldg & Imp-	0	0	9,000	0	9,000
27-00 Small Tools & Instruments-	500	500	0	0	500
28-30 Special Departmental Exp-Supplies & Services	150	150	0	0	150
29-50 Transportation & Travel-Transportation & Travel	435	585	0	0	585
30-00 Utilities-	4,000	4,000	0	0	4,000
48-00 Taxes & Assessments-	5	5	0	0	5

Department Revenue and Expenses

Fund: 132 : Lampson Airport

Budget Unit: 3122 : Transportation Terminals, Lampson Airport

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense - Summary	101,868	108,160	9,000	0	117,160
NET COST	20,497	38,915	0	(7,121)	31,794

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 2018-19

- Unfortunately, no capital improvements were performed in FY 2018-19
- Completed application for special funding made available by the FAA for a large pavement rehabilitation project

GOALS IN FY 2019-20

- Complete construction of the Pavement Rehabilitation Project
- Work with local pilots group to make improvements to the facility using volunteer labor and donated materials
- Continue working with the local Chamber of Commerce to develop plans for a pilots lounge, complete with restroom facilities
- Coordinate with our elected officials on the re-activation of the Airport Land Use Committee

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Though bids have not yet been solicited for the pavement rehabilitation project, staff is concerned there will be sufficient funding for the project. One option includes soliciting funding from other general aviation airports who won't be utilizing their FAA funding this year, however that is not a favorable position. At the time of this budgets preparation, we have not received any update from the FAA on the application for special funding.

DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director

BU 3123 – Lampson Field Capital Projects

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The only appreciable change in this Division's budget for FY 18/19 is the plan to complete construction of the Pavement Preservation project. This will require a loan from the General Fund, which the Administration Office has pledged to provide. The loaned funds will be repaid from the Federal grant. We had intended on constructing the pavement rehabilitation project last summer but postponed the construction to this year following the extended closure of the airport during the Mendocino Complex Fire. The pavement rehabilitation project would have required an additional closure of several weeks and it was decided the local businesses could not accommodate any additional losses.

Department Revenue and Expenses

Fund: 923 : Lampson Field Cap Proj

Budget Unit: 3123 : Transportation Terminals, Lampson Field Cap Proj

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	245	245	0	0	245
52-40 State Taxes-Aviation	32,422	36,025	0	(15,208)	51,233
56-01 Other Federal-Other	661,464	648,450	0	(376,227)	1,024,677
80-92 Loans/Int Fin/Bonds-Advance From Other Fund	720,500	720,500	0	(391,630)	1,112,130
80-93 Loans/Int Fin/Bonds-Advance To Other Fund	(720,500)	(720,500)	0	391,630	(1,112,130)
81-22 Operating Transfers-In	13,228	9,625	0	(26,595)	36,220
Revenue - Summary	707,359	694,345	0	418,030	1,112,375
Expense					
61-69 Cap FA-Bldgs & Imp-Prior	13,014	0	0	0	0
63-07 Construction in Progress-Airport Runways	720,500	720,500	0	418,030	1,138,530
Expense - Summary	733,514	720,500	0	418,030	1,138,530
NET COST	26,155	26,155	0	0	26,155

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 state water systems, detention facilities, body art facilities and other fixed facilities.
- Land Development Permit Group primarily for on-site sewage and water supply wells including abandonment.
- Local Enforcement agency for Waste Management and Hazardous Materials Group for businesses and emergency response.
- Office Services Group to support the division and customers.

ACCOMPLISHMENTS IN FY 2018-19

- EH provided EOC support during Pawnee and Mendocino Complex fire, performed safety inspections at the shelters, and conducted and coordinated safety assessments with State and County Departments in the fire areas.
- Successfully completed the Federal sponsored wild fire household hazard cleanup program for Mendocino Complex fire.
- Successful completed the State sponsored wild fire debris removal cleanup for Pawnee Fire.
- Successful in completing the LAMP (Local Area Management Program) draft for OWTS (Onsite Wastewater Treatment System) for Land Use Program.
- Rectified 95 % of the CUPA program deficiencies identified by Cal EPA during evaluation of 2017.
- Successfully implemented the LEA (local agency program) for solid waste management.

GOALS IN FY 2019-20

- Complete the State sponsored debris cleanup program for Mendocino Complex Fire.
- Approval of LAMP by State Water Board and Lake County Board Of Supervisors.
- Strategic plan for upcoming CUPA program evaluation by Cal EPA and create and implement permit process for existing and future CUPA facilities.
- Increase consumer protection inspections compliance rate to meet minimum 90 % compliance within in year.
- Successfully recruit and fill supervisor, field staff, and EH aide positions.

HEALTH SERVICES

DENISE POMEROY, Director
BU 4010 – Environmental Health

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- If vacancies of Licensed EHS staff continues, as well as continued fire and/or flood disaster incidents, Environmental Health Division will have to scale back on its standard inspections and services. These changes in staff activities will have a direct impact to the Division's fee for service revenue.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Account 21.65 Sanitation – Land Development

Anticipated number of permits for rebuilding properties did not materialized. Decreasing anticipated revenue by \$66,305 from \$218,596 in FY18/19 to \$152,291 in FY19/20.

Account 53-80 – Realignment

Increase realignment estimated revenue by \$56,690 to cover decrease in 21.65 anticipated revenue.

Department Revenue and Expenses

Fund: 170 : Health Administration

Budget Unit: 4010 : Health, Environmental Health

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-10 Development Permits-Development Permits	1,000	1,000	0	0	1,000
21-61 Permits-Sanitation-Misc	31,080	34,316	0	0	34,316
21-65 Permits-Sanit-Land Development	218,596	152,291	0	0	152,291
21-66 Permits-Sanit-Hazardous Materials	282,368	299,919	0	0	299,919
21-67 Permits-Sanit-Food Establishment	214,543	215,141	0	0	215,141
53-80 State Admin Program-Other Health	679,556	740,022	0	0	740,022
66-10 Charges for Services-Planning & Engineering	750	750	0	0	750
66-11 Charges for Services-Subdivision Insp Fees	350	350	0	0	350
66-12 Charges for Services-Environment Planning Fees	50	50	0	0	50
66-13 Charges for Services-Planned Development Fees	50	50	0	0	50
66-14 Charges for Services-Mitigation Monitor/Inspection	20,000	20,000	0	0	20,000
69-20 Other Current Services-Other	200	200	0	0	200
79-90 Other-Miscellaneous	1,500	1,500	0	0	1,500
79-91 Other-Cancelled Checks	50	50	0	0	50
Revenue - Summary	1,450,093	1,465,639	0	0	1,465,639

Expense

01-11 Salaries & Wages-Permanent	716,504	716,860	0	(13,500)	703,360
01-13 Salaries & Wages-OT, Holiday, Stby	2,000	0	0	0	0
02-21 Retirement Contributions-FICA	55,929	54,840	0	(1,033)	53,807
02-22 Retirement Contributions-PERS	127,258	148,834	0	(2,803)	146,031
03-30 Insurance-Health/Life	89,264	134,597	0	(2,544)	132,053
03-31 Insurance-Unemployment	5,096	5,018	0	0	5,018
03-32 Insurance-Opt Out	9,600	0	0	0	0
04-00 Worker's Compensation-	57,023	53,729	0	0	53,729
11-00 Clothing & Personal Suppl-	1,500	1,500	0	0	1,500
12-00 Communications-	3,580	3,580	0	0	3,580
14-00 Household Expense-	1,100	1,700	0	0	1,700

Department Revenue and Expenses

Fund: 170 : Health Administration

Budget Unit: 4010 : Health, Environmental Health

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
15-12 Insurance-Public Liability	10,878	12,562	0	0	12,562
15-13 Insurance-Fire & Allied Cvrgrs	514	541	0	0	541
17-00 Maintenance-Equipment-	1,118	618	0	0	618
18-00 Maint-Bldgs & Imprvmts-	26,676	14,668	0	0	14,668
19-40 Medical Expense-Medical Supplies	700	700	0	0	700
20-00 Memberships-	1,030	1,030	0	0	1,030
22-70 Office Expense-Supplies	5,500	6,000	0	0	6,000
22-71 Office Expense-Postage	1,500	1,500	0	0	1,500
22-72 Office Expense-Books & Periodicals	100	100	0	0	100
23-80 Prof & Specialized Svcs- Professional & Specialize	73,101	63,001	0	0	63,001
23-86 Prof & Specialized Svcs-Health Admin Services	173,844	186,163	0	0	186,163
23-90 Prof & Specialized Svcs- Administrative Services	24,418	13,209	0	0	13,209
24-00 Publications & Legal Ntcs-	400	400	0	0	400
25-00 Rents & Leases-Equipment-	975	975	0	0	975
27-00 Small Tools & Instruments-	200	200	0	0	200
28-30 Special Departmental Exp-Supplies & Services	6,853	7,113	0	0	7,113
29-50 Transportation & Travel- Transportation & Travel	6,686	6,686	0	0	6,686
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	31,000	30,000	0	0	30,000
30-00 Utilities-	13,500	13,500	0	0	13,500
38-00 Inventory Items-	30,000	31,200	0	0	31,200
Expense - Summary	1,477,847	1,510,824	0	(19,880)	1,490,944
NET COST	27,754	45,185	0	(19,880)	25,305

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) and Medical Therapy Unit (MTU)
- California Lead Poisoning Prevention (CLPPP)
- CalWorks Home Visitation (HVI)
- 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)
- HIV Surveillance
- 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 Statistics (VS)

HEALTH SERVICES

DENISE POMEROY, Director
BU 4011 – Public Health

ACCOMPLISHMENTS IN FY 2018-19

- SNAP-Ed nutrition education program has reached over 4,000 school children, in 160 classrooms, in 13 schools per month.
- CCS has implemented the Whole Child Model, and served an average of 425 children, with 40 orthopedically handicapped children served in the Medical Therapy Program.
- Tobacco Control Program Youth Coalition expanded into 3 new schools, and currently has 75 youth participants.
- Provided over a thousand influenza vaccines, including 423 vaccines given at Heroes of Health.
- Reorganized Public Health Division: Realigned programs, increased staffing, reduced turnover to 8% and brought most suspended programs back.
- New ADA entrance completed.
- Coordinated medical services and response during the Mendocino Complex Fire, including outbreak control at shelters.
- The Medical Reserve Core has increased to almost 80 licensed volunteers and funding has been secured for communications upgrades
- Increased capacity within Communicable Disease for disease surveillance and response.

GOALS IN FY 2019-20

- Continue the orientation of the Public Health Officer.
- Strengthen the core function of disease surveillance and control.
- Fill vacant nursing staff positions and reinstate funded programs.
- Complete digitization project including the implementation of E-Faxing, VideoDOT (directly observed therapy), and telemedicine at the Medical Therapy Unit.
- Continue work towards Public Health Accreditation, including new branding.
- Continue updating building with ergonomic furniture, carpet, and storage options.
- Implement a new onboarding procedure, including a model for professional development.
- Develop programmatic manuals to ensure effective succession planning.
- Resume limited clinical services (vaccinations and Tuberculosis testing).
- Increase community and provider outreach.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- For the past several years the division has had difficulties recruiting and retaining licensed staff due to low wages compared to industry standards. Current vacancy rate is 25%, after converting 3 RN positions to non-licensed staff.
- Continued inability to fill PT and OT positions has impact on special needs children and families and their ability to receive timely care at MTU
- Community Nutrition Expansion Program (SNAPed) grant for 3 years is decreased by 50,000 per year.
- Target Care Management (TCM) Program will be eliminated if Public Health Division inability to hire registered nurses continuous.

HEALTH SERVICES

DENISE POMEROY, Director
BU 4011 – Public Health

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The division continues to have a 25% vacancy rate in nursing positions. This number is reduced from previous years due to the division's reorganization, and the conversion of several nursing positions to non-nursing positions. Recruitment and retention difficulties related to low wages have led to a pervasive lack of nursing availability, which has resulted in the suspension or reduction of several fully funded programs. It continues to be a primary goal to address nursing staffing levels.

Public Health is a self-funded division funded by the Federal and State government, including Medicaid and Social Security (Title V and XIX). State funds are provided from Sales Tax and Vehicle Licensing Fees Realignment. County of Lake contributes a small portion in "Maintenance of Effort" payments in order to receive realignment funds.

No funding from State or Federal sources are received for broad public health planning, including community health needs assessments, integration of public health priorities with the healthcare community, foodborne illness, planning for health impacts of climate change and evaluating health impacts of exposure to cyanobacteria and geothermal gas. These are all funded by Realignment

Department Revenue and Expenses

Fund: 170 : Health Administration
Budget Unit: 4011 : Health, Public Health

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-60 Permits-Other	250	900	0	0	900
31-90 Fines, Forfeit, Penalties-Forfeitures & Penalties	3,000	3,000	0	0	3,000
53-80 State Admin Program-Other Health	3,226,237	3,339,061	0	(95,728)	3,434,789
56-01 Other Federal-Other	398,526	378,295	0	(59,932)	438,227
66-91 Charges for Services-Recording Fees	45,000	45,000	0	0	45,000
68-10 Health & Sanitation-Health Fees	18,000	18,000	0	0	18,000
68-30 Health & Sanitation-Calif Children Services	100	100	0	0	100
69-20 Other Current Services-Other	50	50	0	0	50
79-60 Sales-Sale of Fixed Assets	0	8,000	0	0	8,000
79-90 Other-Miscellaneous	2,000	2,000	0	0	2,000
79-91 Other-Cancelled Checks	220	220	0	0	220
79-93 Other-Insurance Proceeds	9,500	9,500	0	0	9,500
81-22 Operating Transfers-In	118,222	118,222	0	0	118,222
Revenue - Summary	3,821,105	3,922,348	0	155,660	4,078,008

Expense

01-11 Salaries & Wages-Permanent	1,888,095	1,901,779	0	0	1,901,779
01-12 Salaries & Wages-Extra Help	29,061	29,061	0	0	29,061
01-13 Salaries & Wages-OT, Holiday, Stby	10,000	10,000	0	0	10,000
01-14 Salaries & Wages-Other, Term	17,562	0	0	0	0
02-21 Retirement Contributions-FICA	146,752	147,410	0	0	147,410
02-22 Retirement Contributions-PERS	339,823	401,379	0	0	401,379
03-30 Insurance-Health/Life	307,456	310,228	0	0	310,228
03-31 Insurance-Unemployment	13,641	13,600	0	0	13,600
03-32 Insurance-Opt Out	7,200	12,000	0	0	12,000
04-00 Worker's Compensation-	29,028	23,035	0	0	23,035
12-00 Communications-	17,912	16,624	0	0	16,624
14-00 Household Expense-	10,086	10,180	0	0	10,180
15-10 Insurance-Other	13,700	13,700	0	0	13,700
15-12 Insurance-Public Liability	14,901	17,294	0	0	17,294

Department Revenue and Expenses

Fund: 170 : Health Administration
Budget Unit: 4011 : Health, Public Health

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
15-13 Insurance-Fire & Allied Cvrgrs	514	541	0	0	541
17-00 Maintenance-Equipment-	6,700	6,700	0	0	6,700
18-00 Maint-Bldgs & Imprvmts-	46,700	26,700	0	0	26,700
19-40 Medical Expense-Medical Supplies	13,300	7,900	0	0	7,900
19-41 Medical Expense-Incarcerated Individual	404,000	450,000	0	0	450,000
20-00 Memberships-	5,340	6,457	0	0	6,457
22-70 Office Expense-Supplies	43,306	30,315	0	0	30,315
22-71 Office Expense-Postage	2,500	6,542	0	0	6,542
22-72 Office Expense-Books & Periodicals	3,750	4,800	0	0	4,800
23-80 Prof & Specialized Svcs-Professional & Specialize	403,244	453,411	0	74,000	527,411
23-83 Prof & Specialized Svcs-Vital Stats	10,000	10,000	0	0	10,000
23-86 Prof & Specialized Svcs-Health Admin Services	561,609	601,738	0	0	601,738
23-90 Prof & Specialized Svcs-Administrative Services	26,719	29,673	0	0	29,673
24-00 Publications & Legal Ntcs-	1,050	1,050	0	0	1,050
25-00 Rents & Leases-Equipment-	1,600	1,600	0	0	1,600
26-00 Rents & Leases-Bldg & Imp-	0	500	0	0	500
28-30 Special Departmental Exp-Supplies & Services	170,514	78,123	0	21,697	99,820
29-50 Transportation & Travel-Transportation & Travel	30,996	38,459	0	0	38,459
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	10,000	14,091	0	0	14,091
29-52 Transportation & Travel-CCS	7,244	500	0	0	500
30-00 Utilities-	23,000	23,000	0	0	23,000
38-00 Inventory Items-	45,490	48,750	0	0	48,750
48-00 Taxes & Assessments-	153	153	0	0	153
62-72 Cap. FA-Equipment-Autos & Light Trucks	0	49,500	0	10,000	59,500
62-74 Cap. FA-Equipment-Other	30,000	0	0	0	0
80-80 Other Financing Uses-Interfund Reimbursements	(405,050)	(337,345)	0	(50,677)	(388,022)
Expense - Summary	4,287,896	4,459,448	0	55,020	4,514,468

Department Revenue and Expenses

Fund: 170 : Health Administration
 Budget Unit: 4011 : Health, Public Health

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
NET COST	466,791	537,100	0	(100,640)	436,460

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 2018-19

- Successfully recruited and hired the vacant positions and returned the division to being fully staffed as allocated
- 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
- Implemented Geneva financial system upgrade projects that were put on hold due to the disasters, recovery efforts and staff vacancies in FY16/17 & 17/18.

GOALS IN FY 2019-20

- Continue to search for new funding sources and maximize revenue from existing sources
- Recruit and hire Business Software Analyst position.
- 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
- 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

HEALTH SERVICES

DENISE POMEROY, Director
BU 4012 – Health Services Administration

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 170 : Health Administration

Budget Unit: 4012 : Health, Health Administration

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	2,500	2,500	0	0	2,500
66-50 Charges for Services-Auditing & Accounting	844,770	832,391	0	0	832,391
69-20 Other Current Services-Other	25	25	0	0	25
79-90 Other-Miscellaneous	10	10	0	0	10
79-91 Other-Cancelled Checks	20	20	0	0	20
Revenue - Summary	847,325	834,946	0	0	834,946
Expense					
01-11 Salaries & Wages-Permanent	499,924	496,839	0	(7,209)	489,630
01-12 Salaries & Wages-Extra Help	15,039	15,039	0	0	15,039
01-13 Salaries & Wages-OT, Holiday, Stby	2,000	5,000	0	0	5,000
01-14 Salaries & Wages-Other, Term	5,699	2,104	0	0	2,104
02-21 Retirement Contributions-FICA	40,403	39,654	0	(472)	39,182
02-22 Retirement Contributions-PERS	88,813	103,427	0	(1,282)	102,145
03-30 Insurance-Health/Life	78,596	56,982	0	(968)	56,014
03-31 Insurance-Unemployment	3,753	3,648	0	0	3,648
03-32 Insurance-Opt Out	0	7,200	0	0	7,200
04-00 Worker's Compensation-	2,259	1,968	0	0	1,968
12-00 Communications-	4,800	4,800	0	0	4,800
14-00 Household Expense-	3,000	3,000	0	0	3,000
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrsgs	3,124	4,036	0	1,034	5,070
17-00 Maintenance-Equipment-	6,300	800	0	0	800
18-00 Maint-Bldgs & Imprvmts-	14,080	29,080	0	0	29,080
20-00 Memberships-	3,264	3,429	0	0	3,429
22-70 Office Expense-Supplies	4,100	3,700	0	0	3,700
22-71 Office Expense-Postage	200	250	0	0	250
23-80 Prof & Specialized Svcs-Professional & Specialize	21,946	25,746	0	0	25,746
23-90 Prof & Specialized Svcs-Administrative Services	24,326	41,275	0	0	41,275

Department Revenue and Expenses

Fund: 170 : Health Administration

Budget Unit: 4012 : Health, Health Administration

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
24-00 Publications & Legal Ntcs-	100	100	0	0	100
25-00 Rents & Leases-Equipment-	150	150	0	0	150
27-00 Small Tools & Instruments-	400	400	0	0	400
28-30 Special Departmental Exp-Supplies & Services	1,930	5,030	0	0	5,030
29-50 Transportation & Travel- Transportation & Travel	9,500	10,300	0	0	10,300
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	650	650	0	0	650
30-00 Utilities-	8,177	9,440	0	0	9,440
38-00 Inventory Items-	0	2,200	0	0	2,200
62-72 Cap. FA-Equipment-Autos & Light Trucks	0	0	0	30,000	30,000
80-80 Other Financing Uses-Interfund Reimbursements	(2,000)	(2,000)	0	0	(2,000)
Expense - Summary	842,652	876,709	0	21,103	897,812
NET COST	(4,673)	41,763	0	21,103	62,866

BEHAVIORAL HEALTH

TODD METCALF, Administrator



BU 4014 – Mental Health (Fund 145)

DEPARTMENT OVERVIEW

Lake County Behavioral Health Services provides integrated recovery-oriented mental health and alcohol and other drug services in clinic locations. The Department operates and supports several peer support 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 2018-19

- Established Access Team for coordinated and single point-of-entry access to services
- CalHOPE crisis counseling grant, Homeless Mentally Ill grant
- Opened Big Oak Peer Support Center in Clearlake Oaks
- Successful takeover and administration of Lake County Housing Continuum of Care
- Increase in access to psychiatry by 200% from four to eight days per week including addition of child psychiatrist

GOALS IN FY 2019-20

- Continued branding, outreach and education
- Increase permanent housing options via new building projects and master leasing
- Provide services in South County
- Relocate children's services to separate Clearlake location
- Reduce number of conserved clients by providing comprehensive support via Full Service Partnership program

BEHAVIORAL HEALTH

TODD METCALF, Administrator
BU 4014 – Mental Health

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- MHSA reversion
- Cost report and revenue/expenditure settlements
- Network Adequacy

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 145 : Behavioral Health

Budget Unit: 4014 : Health, Behavioral Health

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	30,000	30,000	0	0	30,000
53-60 State Admin Program-Mental Health	12,504,336	12,501,100	0	0	12,501,100
54-02 State Aid-Local Comm. Corrections	55,198	13,800	0	0	13,800
56-30 Other Government Agencies-Other	804,794	1,211,845	0	0	1,211,845
68-20 Health & Sanitation-Mental Health Services	45,000	27,000	0	0	27,000
69-20 Other Current Services-Other	1,500	1,400	0	0	1,400
79-60 Sales-Sale of Fixed Assets	1,000	0	0	0	0
79-90 Other-Miscellaneous	15,000	12,000	0	0	12,000
79-91 Other-Cancelled Checks	5,000	5,000	0	0	5,000
79-93 Other-Insurance Proceeds	10,000	10,000	0	0	10,000
81-22 Operating Transfers-In	61,112	61,112	0	(370,000)	431,112
81-36 Non Operating Revenue-Pr Yr Overpayment/Repay	(562,239)	(550,000)	0	0	(550,000)
Revenue - Summary	12,970,701	13,323,257	0	370,000	13,693,257

Expense

01-11 Salaries & Wages-Permanent	3,817,004	4,021,983	0	(681)	4,021,302
01-12 Salaries & Wages-Extra Help	231,012	231,012	0	0	231,012
01-13 Salaries & Wages-OT, Holiday, Stby	60,000	60,000	0	0	60,000
01-14 Salaries & Wages-Other, Term	50,000	50,000	0	0	50,000
02-21 Retirement Contributions-FICA	311,051	327,733	0	0	327,733
02-22 Retirement Contributions-PERS	677,938	836,767	0	0	836,767
03-30 Insurance-Health/Life	656,278	783,921	0	0	783,921
03-31 Insurance-Unemployment	28,436	28,346	0	0	28,346
03-32 Insurance-Opt Out	21,600	27,497	0	0	27,497
04-00 Worker's Compensation-	256,342	183,929	0	0	183,929
11-00 Clothing & Personal Suppl-	0	200	0	0	200
12-00 Communications-	38,300	38,300	0	0	38,300
14-00 Household Expense-	6,500	7,000	0	0	7,000
15-10 Insurance-Other	40,000	35,000	0	0	35,000

Department Revenue and Expenses

Fund: 145 : Behavioral Health

Budget Unit: 4014 : Health, Behavioral Health

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
15-12 Insurance-Public Liability	44,164	42,415	0	0	42,415
15-13 Insurance-Fire & Allied Cvrgrs	3,497	3,689	0	681	4,370
17-00 Maintenance-Equipment-	26,000	76,000	0	0	76,000
18-00 Maint-Bldgs & Imprvmnts-	13,600	15,000	0	0	15,000
19-40 Medical Expense-Medical Supplies	4,000	2,000	0	0	2,000
19-41 Medical Expense-Incarcerated Individual	254,200	254,200	0	0	254,200
20-00 Memberships-	10,206	10,206	0	0	10,206
22-70 Office Expense-Supplies	25,000	30,000	0	0	30,000
22-71 Office Expense-Postage	4,500	4,000	0	0	4,000
22-72 Office Expense-Books & Periodicals	2,000	1,000	0	0	1,000
23-80 Prof & Specialized Svcs-Professional & Specialize	2,727,381	3,940,555	0	0	3,940,555
23-90 Prof & Specialized Svcs-Administrative Services	158,945	176,248	0	0	176,248
24-00 Publications & Legal Ntcs-	11,600	2,000	0	0	2,000
26-00 Rents & Leases-Bldg & Imp-	310,838	310,838	0	0	310,838
28-30 Special Departmental Exp-Supplies & Services	102,000	102,000	0	0	102,000
29-50 Transportation & Travel-Transportation & Travel	47,500	47,500	0	0	47,500
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	70,000	85,000	0	0	85,000
29-52 Transportation & Travel-CCS	30,500	25,000	0	0	25,000
30-00 Utilities-	66,100	80,000	0	0	80,000
38-00 Inventory Items-	64,500	64,500	0	0	64,500
40-70 Child & Welfare-Support & Care of Persons	3,415,000	3,800,000	0	0	3,800,000
48-00 Taxes & Assessments-	605	605	0	0	605
62-72 Cap. FA-Equipment-Autos & Light Trucks	35,000	0	0	0	0
62-74 Cap. FA-Equipment-Other	50,000	114,540	0	85,000	199,540
63-13 Construction in Progress-Buildings & Improvements	365,000	352,000	0	(85,000)	267,000
80-80 Other Financing Uses-Interfund Reimbursements	(315,896)	(297,727)	0	0	(297,727)
Expense - Summary	13,720,701	15,873,257	0	0	15,873,257

Department Revenue and Expenses

Fund: 145 : Behavioral Health

Budget Unit: 4014 : Health, Behavioral Health

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
NET COST	750,000	2,550,000	0	(370,000)	2,180,000

BEHAVIORAL HEALTH

TODD METCALF, Administrator



BU 4015 – Substance Abuse Disorder Services (Fund 141)

DEPARTMENT OVERVIEW

Lake County Behavioral Health Services provides integrated recovery-oriented mental health and substance use disorder services in clinic locations. The Department operates and supports several peer support 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 2018-19

- Clean up and submission of annual cost reports through FY 2016-2017
- Continued development, training and implementation of American Society of Addiction Medicine (ASAM) assessment tool to staff and community partners
- Active participation in SafeRx helping to reduce opioid use
- Implemented evening treatment youth services

GOALS IN FY 2019-20

- Continued branding, outreach and community education
- Increase services at Drug Rehabilitation Center and Lake County Jail
- Medi-Cal certify all LCBH locations
- Increase prevention services and education around opioid misuse
- Provide more evening services for adults

BEHAVIORAL HEALTH

TODD METCALF, Administrator
BU 4015 – Substance Abuse Disorder Services

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- SABG

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 141 : Substance Abuse Dis. Svcs

Budget Unit: 4015 : Health, Substance Abuse Dis. Svcs

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-70 Fines, Forfeit, Penalties-Vehicle Code Fines	6,500	6,500	0	0	6,500
42-01 Revenue from Use of Money-Interest	6,500	6,500	0	0	6,500
53-62 State Admin Program-Drug Abuse	934,666	1,140,579	0	0	1,140,579
54-02 State Aid-Local Comm. Corrections	35,533	20,000	0	0	20,000
54-22 State Aid-Behavioral Health	1,229,231	1,229,231	0	0	1,229,231
56-30 Other Government Agencies-Other	142,403	125,403	0	0	125,403
68-10 Health & Sanitation-Health Fees	223,500	227,000	0	0	227,000
79-91 Other-Cancelled Checks	150	0	0	0	0
79-93 Other-Insurance Proceeds	7,300	7,000	0	0	7,000
Revenue - Summary	2,585,783	2,762,213	0	0	2,762,213
Expense					
01-11 Salaries & Wages-Permanent	933,729	1,022,793	0	(1,200)	1,021,593
01-12 Salaries & Wages-Extra Help	36,774	22,398	0	0	22,398
01-13 Salaries & Wages-OT, Holiday, Stby	10,000	10,500	0	0	10,500
01-14 Salaries & Wages-Other, Term	8,000	5,000	0	0	5,000
02-21 Retirement Contributions-FICA	72,442	80,025	0	0	80,025
02-22 Retirement Contributions-PERS	168,577	212,352	0	0	212,352
03-30 Insurance-Health/Life	221,751	269,419	0	0	269,419
03-31 Insurance-Unemployment	6,793	7,159	0	0	7,159
03-32 Insurance-Opt Out	2,400	2,400	0	0	2,400
04-00 Worker's Compensation-	129,902	55,554	0	0	55,554
11-00 Clothing & Personal Suppl-	0	150	0	0	150
12-00 Communications-	7,550	7,000	0	0	7,000
14-00 Household Expense-	2,000	2,300	0	0	2,300
15-10 Insurance-Other	20,000	15,000	0	0	15,000
15-12 Insurance-Public Liability	14,831	17,230	1	0	17,231
15-13 Insurance-Fire & Allied Cvrgrs	345	494	0	0	494
17-00 Maintenance-Equipment-	6,000	4,000	0	0	4,000
18-00 Maint-Bldgs & Imprvmnts-	6,000	8,500	0	0	8,500
19-40 Medical Expense-Medical Supplies	15,000	7,500	0	0	7,500

Department Revenue and Expenses

Fund: 141 : Substance Abuse Dis. Svcs

Budget Unit: 4015 : Health, Substance Abuse Dis. Svcs

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
20-00 Memberships-	3,100	3,100	0	1,200	4,300
22-70 Office Expense-Supplies	7,500	11,000	0	0	11,000
22-71 Office Expense-Postage	2,000	2,000	0	0	2,000
22-72 Office Expense-Books & Periodicals	750	300	0	0	300
23-80 Prof & Specialized Svcs- Professional & Specialize	415,167	815,000	0	0	815,000
23-86 Prof & Specialized Svcs-Health Admin Services	315,896	297,727	0	0	297,727
23-90 Prof & Specialized Svcs- Administrative Services	9,161	17,862	0	0	17,862
24-00 Publications & Legal Ntcs-	500	500	0	0	500
26-00 Rents & Leases-Bldg & Imp-	69,100	71,000	0	0	71,000
28-30 Special Departmental Exp-Supplies & Services	70,500	35,000	0	0	35,000
29-50 Transportation & Travel- Transportation & Travel	6,500	8,000	0	0	8,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	3,750	2,000	0	0	2,000
29-52 Transportation & Travel-CCS	0	2,000	0	0	2,000
30-00 Utilities-	26,050	20,000	0	0	20,000
38-00 Inventory Items-	5,800	10,000	0	0	10,000
48-00 Taxes & Assessments-	15	15	0	0	15
80-80 Other Financing Uses-Interfund Reimbursements	(12,100)	(12,500)	0	0	(12,500)
Expense - Summary	2,585,783	3,032,778	1	0	3,032,779
NET COST	0	270,565	1	0	270,566

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. In FY19/20 we will continue to receive funding from proposition 99 and proposition 56. The 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 2018-19

- Provided 10 presentations to community groups, agencies, educators, and stake-holders including Board of Supervisors & Clearlake City Council.
- Recruited 3 new high school Tobacco Prevention & Education Youth Coalitions, and completed 11 trainings, 8 meetings, & 4 events with coalition members at UL, LL, KEC & KV High Schools
- Conducted 42 ‘Smokeless Tobacco’ surveys with 3 high schools & 21 ‘Environmental Impact of Tobacco Waste’ surveys with 1 High school
- Participated in 11 community events with tabling displays and interactive tobacco education materials
- Completed 80 store surveys throughout the county for the California Healthy Stores for a Healthy Community statewide survey
- Facilitated 2 tobacco cessations classes
- Provided 3 special assemblies to middle school students
- Conducted community input Strategic Planning Sessions in Clearlake and Lakeport regarding tobacco policies within the City of Clearlake and at Mendocino Community College District

GOALS IN FY 2019-20

- By June 30, 2021, 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
- By June 30, 2021, 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
- By June 30, 2021, 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

DENISE POMEROY, Director
BU 4016 – Tobacco Education

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 171 : Tobacco Education
 Budget Unit: 4016 : Health, Tobacco Education

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	650	750	0	0	750
53-80 State Admin Program-Other Health	300,000	300,000	0	0	300,000
Revenue - Summary	300,650	300,750	0	0	300,750
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	405,050	359,918	0	28,854	388,772
Expense - Summary	405,050	359,918	0	28,854	388,772
NET COST	104,400	59,168	0	28,854	88,022

BEHAVIORAL HEALTH

TODD METCALF, Administrator



BU 4018 – Alcoholism Program Services (Fund 142)

DEPARTMENT OVERVIEW

Lake County Behavioral Health Services provides integrated recover-oriented mental health and substance use disorder services in clinic locations. The Department operates and supports several peer support 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 142 : Alcoholism Program Svcs

Budget Unit: 4018 : Health, Alcoholism Program Serv

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-70 Fines, Forfeit, Penalties-Vehicle Code Fines	13,000	13,000	0	0	13,000
42-01 Revenue from Use of Money-Interest	18	9	0	0	9
Revenue - Summary	13,018	13,009	0	0	13,009
Expense					
23-91 Prof & Specialized Svcs-Intra-Div Services	13,018	13,009	0	0	13,009
Expense - Summary	13,018	13,009	0	0	13,009
NET COST	0	0	0	0	0

PUBLIC SERVICES

LARS EWING, Director



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 2018-19

- Accepted massive amounts of fire debris at the landfill from the 2015, 2016, 2017, and 2018 wildfires
- Collected and disposed of nearly 200 million cubic feet of methane and hydrogen sulfide (landfill gas)
- Completed the preliminary design phase for a proposed landfill expansion project
- Hosted 12 free weekend hazardous waste drop-off events around the county
- Performed an entertaining “EcoHero” show to 12 schools for recycling education/outreach

GOALS IN FY 2019-20

- Complete the environmental review / permitting phase of the proposed landfill expansion project
- 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

LARS EWING, Director
BU 4121 – Integrated Waste Management

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Ever-increasing environmental regulations require costly technical studies, work plans, and installation of corrective action infrastructure. Without sufficient cost increases to the public through increased tipping fees and hauler fees the County will not be able to fund normal solid waste operations

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Landfill operations have been in a state of flux over the past few years as a result of the massive wildfire debris disposal efforts. Consequently there are a number of object codes that have been much higher than normal during that time, primarily equipment maintenance, landfill maintenance, equipment leases, and specialized services. Additionally, reserve funds are proposed to be proportionately increased using revenue derived from gate fees.

Department Revenue and Expenses

Fund: 985 : Integrated Waste Mgmt

Budget Unit: 4121 : Sanitation, Integrated Waste Mgmt

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-50 Permits-Franchises	628,000	628,000	0	0	628,000
42-01 Revenue from Use of Money-Interest	276,000	276,000	0	0	276,000
42-10 Rents & Concessions-Rents & Concessions	8,000	8,000	0	0	8,000
54-90 State Aid-Other	75,309	74,656	0	0	74,656
68-40 Health & Sanitation-Sanitation Svcs-Current	2,461,810	2,466,810	0	0	2,466,810
81-22 Operating Transfers-In	1,895,103	1,097,675	1,855,368	0	2,953,043
81-23 Operating Transfers-Out	(1,895,103)	(1,097,675)	(1,855,368)	0	(2,953,043)
Revenue - Summary	3,449,119	3,453,466	0	0	3,453,466

Expense

01-11 Salaries & Wages-Permanent	804,076	871,313	0	0	871,313
01-12 Salaries & Wages-Extra Help	108,216	115,911	0	0	115,911
01-13 Salaries & Wages-OT, Holiday, Stby	6,000	10,000	0	0	10,000
01-14 Salaries & Wages-Other, Term	8,182	7,207	0	0	7,207
02-21 Retirement Contributions-FICA	65,113	70,048	0	0	70,048
02-22 Retirement Contributions-PERS	144,264	180,905	0	0	180,905
03-30 Insurance-Health/Life	161,642	179,964	0	0	179,964
03-31 Insurance-Unemployment	6,012	18,417	0	0	18,417
04-00 Worker's Compensation-	58,669	33,750	0	0	33,750
11-00 Clothing & Personal Suppl-	3,800	8,500	0	0	8,500
12-00 Communications-	5,900	6,000	0	0	6,000
14-00 Household Expense-	5,000	5,000	0	0	5,000
15-12 Insurance-Public Liability	25,861	41,431	0	0	41,431
15-13 Insurance-Fire & Allied Cvrsgs	5,656	5,779	0	0	5,779
17-00 Maintenance-Equipment-	300,000	525,000	0	0	525,000
18-00 Maint-Bldgs & Imprvmnts-	525,000	202,000	0	0	202,000
19-40 Medical Expense-Medical Supplies	1,000	1,000	0	0	1,000
20-00 Memberships-	7,000	7,000	0	0	7,000
22-70 Office Expense-Supplies	5,800	6,000	0	0	6,000
22-71 Office Expense-Postage	2,500	2,500	0	0	2,500

Department Revenue and Expenses

Fund: 985 : Integrated Waste Mgmt

Budget Unit: 4121 : Sanitation, Integrated Waste Mgmt

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
23-80 Prof & Specialized Svcs- Professional & Specialize	385,000	464,000	0	0	464,000
23-90 Prof & Specialized Svcs- Administrative Services	40,977	95,486	0	0	95,486
23-91 Prof & Specialized Svcs-Intra-Div Services	26,882	26,882	0	0	26,882
25-00 Rents & Leases-Equipment-	50,000	50,000	0	0	50,000
27-00 Small Tools & Instruments-	2,000	2,000	0	0	2,000
28-30 Special Departmental Exp-Supplies & Services	310,000	319,146	0	0	319,146
29-50 Transportation & Travel- Transportation & Travel	265,000	265,000	0	0	265,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	15,000	20,000	0	0	20,000
30-00 Utilities-	41,000	45,000	0	0	45,000
38-00 Inventory Items-	7,000	10,000	0	0	10,000
48-00 Taxes & Assessments-	300	375	0	0	375
62-72 Cap. FA-Equipment-Autos & Light Trucks	57,000	40,000	0	0	40,000
62-74 Cap. FA-Equipment-Other	499,000	0	0	0	0
63-13 Construction in Progress-Buildings & Improvements	1,250,000	1,250,000	0	0	1,250,000
80-80 Other Financing Uses-Interfund Reimbursements	(67,313)	(67,313)	0	0	(67,313)
Expense - Summary	5,131,537	4,818,301	0	0	4,818,301
NET COST	1,682,418	1,364,835	0	0	1,364,835

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 childcare, CalWORKs Expanded Subsidized Employment (ESE) costs, Adult Protective Services, Public Guardian/Public Administrator and direct Child Welfare Services. This budget also includes In-Home Supportive Services (IHSS) Public Authority contract costs.

Please refer to our organizational charts, attached hereto, for a complete listing of our programs, services and staffing.

ACCOMPLISHMENTS IN FY 2018-19

- During the Mendocino Complex and the Pawnee Fires, coordinated with the Office of Emergency Services and Red Cross to manage care and shelter and established Local Assistance Centers.
- Worked diligently to create strategic plan for assisting the county in future disasters. Planned, prepared, and trained to ready staff for future needs.
- Provided benefits directly related to disaster needs and provided mutual aid to other counties for their disaster related benefit distribution
- Collaborated with Probation and Behavioral Health to create a community Continuum of Care Reform (CCR) Stakeholder Plan with multiple workgroups.
- Efforts to increase the number of local Resource Family Approved homes has resulted in an increase from 12 to 28.
- Developed a Housing Support Program (HSP) to assist CalWORKs clients with housing needs.

GOALS IN FY 2019-20

- With the assistance of a consultant, maximize use of available funding sources for all programs and implement a formalized process for ongoing review of revenue and spending status.
- Prepare and plan to consistently meet community needs during a disaster.
- Implement new CalFresh Expansion to SSI recipients increasing CalFresh caseload by approximately 3500.
- Continue extensive recruitment and retention practices for local Resource Homes.
- Continue to provide a consistent and high level of services to the community.
- Implement monthly time studies (instead of quarterly) for more accurate program claiming.
- Increase staff retention to reduce turnover and expense connected with recruitment and training.

DEPARTMENT OF SOCIAL SERVICES

CRYSTAL MARKYTAN, Director
BU 5011 – Social Services Administration

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Disaster coverage over the past five years has strained our budget and affected service delivery for programs.
- Unfunded programs and services are being critically assessed by this department for sustainability.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Several positions have been added to meet the ever-changing needs of this department. Three Eligibility Specialist III positions have been added to cover the newly required Administrative Disqualifications Hearings (ADH). Two supervisor positions have been created to manage the flow of work and assist with the needs of staff.

Department Revenue and Expenses

Fund: 168 : Social Services Admin

Budget Unit: 5011 : Admin - Social Services, Social Services Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
53-01 State Assistance Program-Public Assistance Admin	2,691,111	2,428,224	0	(11,786)	2,440,010
53-30 State Admin Program-CMSP	9,418	9,418	0	0	9,418
53-32 State Admin Program-Food Stamps	1,390,241	1,412,909	0	0	1,412,909
53-33 State Admin Program-Foster Care	0	28,920	0	0	28,920
53-34 State Admin Program-AFDC-FG/U	1,526,772	1,888,750	0	(29,394)	1,918,144
53-35 State Admin Program-CWS	567,436	569,470	0	0	569,470
53-38 State Admin Program-CCBC	304,474	330,251	0	(4,238)	334,489
53-39 State Admin Program-Medical	3,460,447	3,565,020	0	0	3,565,020
53-50 State Admin Program-Soc Svcs Realign Sls Tx	1,784,934	2,274,228	0	(614,360)	2,888,588
54-21 State Aid-Protective Services	2,305,285	2,387,850	0	0	2,387,850
55-01 Federal Assist Program-Public Assistance Admin	337,182	444,251	0	(2,760)	447,011
55-32 Other Federal-Food Stamps	1,899,786	1,776,542	0	0	1,776,542
55-33 Other Federal-Foster Care	38,790	73,326	0	(478)	73,804
55-34 Other Federal-AFDC FG/U	3,426,825	3,505,462	0	(65,365)	3,570,827
55-35 Other Federal-CWS	2,084,073	2,194,795	0	(38,510)	2,233,305
56-30 Other Government Agencies-Other	5,000	5,000	0	0	5,000
66-01 Charges for Services-Personnel Services	130,000	100,000	0	0	100,000
67-60 Judicial-Estate Fees	100,000	100,000	0	0	100,000
69-20 Other Current Services-Other	30,000	30,000	0	0	30,000
79-50 Sales-Revenue Applic Prior Year	2,000	2,000	0	0	2,000
79-60 Sales-Sale of Fixed Assets	10,000	10,000	0	0	10,000
79-70 Sales-Other Sales-Miscellaneous	50	50	0	0	50
79-90 Other-Miscellaneous	5,000	5,000	0	0	5,000
79-91 Other-Cancelled Checks	1,000	1,000	0	0	1,000
79-93 Other-Insurance Proceeds	0	0	0	(12,000)	12,000
81-22 Operating Transfers-In	506,522	385,000	0	0	385,000
81-23 Operating Transfers-Out	(473,607)	(284,154)	0	0	(284,154)
Revenue - Summary	22,142,739	23,243,312	0	778,891	24,022,203

Expense

Department Revenue and Expenses

Fund: 168 : Social Services Admin

Budget Unit: 5011 : Admin - Social Services, Social Services Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
01-11 Salaries & Wages-Permanent	10,963,613	11,193,422	0	0	11,193,422
01-12 Salaries & Wages-Extra Help	237,393	243,976	0	0	243,976
01-13 Salaries & Wages-OT, Holiday, Stby	300,000	300,000	0	0	300,000
01-14 Salaries & Wages-Other, Term	70,000	70,000	0	0	70,000
02-21 Retirement Contributions-FICA	848,918	888,337	0	0	888,337
02-22 Retirement Contributions-PERS	1,947,249	2,323,979	0	0	2,323,979
03-30 Insurance-Health/Life	2,291,185	2,697,570	0	0	2,697,570
03-31 Insurance-Unemployment	78,623	80,247	0	0	80,247
03-32 Insurance-Opt Out	33,600	26,400	0	0	26,400
04-00 Worker's Compensation-	392,891	330,017	0	0	330,017
12-00 Communications-	143,064	163,064	0	0	163,064
14-00 Household Expense-	49,231	49,231	0	14,000	63,231
15-12 Insurance-Public Liability	13,819	23,295	0	0	23,295
15-13 Insurance-Fire & Allied Cvrgrs	1,759	1,899	0	0	1,899
17-00 Maintenance-Equipment-	192,924	189,355	0	1,000	190,355
18-00 Maint-Bldgs & Imprvmnts-	347,997	348,380	0	0	348,380
20-00 Memberships-	31,940	31,940	0	0	31,940
22-70 Office Expense-Supplies	163,000	163,000	0	0	163,000
22-71 Office Expense-Postage	151,600	151,600	0	0	151,600
22-72 Office Expense-Books & Periodicals	8,300	15,300	0	2,500	17,800
23-50 Prof & Specialized Svcs-Gr Ave for Indep-Contract	459,432	797,246	0	94,759	892,005
23-53 Prof & Specialized Svcs-Child Care Bridging	66,670	57,840	0	0	57,840
23-54 Prof & Specialized Svcs-Cal Learn-Transportation	203,000	203,000	0	0	203,000
23-55 Prof & Specialized Svcs-Cal Learn-Child Care	250,000	280,000	0	0	280,000
23-56 Prof & Specialized Svcs-Cal Learn-Ancillary	75,000	75,000	0	25,000	100,000
23-57 Prof & Specialized Svcs-Cal Learn-Contract Pymts	38,899	38,899	0	0	38,899
23-58 Prof & Specialized Svcs-Subsidized Employment	224,691	224,691	0	0	224,691
23-59 Prof & Specialized Svcs-Family Stabilization	50,000	50,000	0	0	50,000

Department Revenue and Expenses

Fund: 168 : Social Services Admin

Budget Unit: 5011 : Admin - Social Services, Social Services Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
23-70 Prof & Specialized Svcs-Perform Incent Contract	31,535	31,535	0	0	31,535
23-80 Prof & Specialized Svcs-Professional & Specialize	2,442,316	2,373,290	0	73,185	2,446,475
23-90 Prof & Specialized Svcs-Administrative Services	276,426	256,804	0	0	256,804
23-91 Prof & Specialized Svcs-Intra-Div Services	71,400	86,400	0	0	86,400
24-00 Publications & Legal Ntcs-	15,000	15,000	0	0	15,000
25-00 Rents & Leases-Equipment-	1,015	1,015	0	0	1,015
26-00 Rents & Leases-Bldg & Imp-	789,091	771,013	0	8,000	779,013
27-00 Small Tools & Instruments-	5,000	5,000	0	0	5,000
28-30 Special Departmental Exp-Supplies & Services	281,017	98,287	0	0	98,287
28-32 Special Departmental Exp-EBT	87,500	89,500	0	0	89,500
28-41 Special Departmental Exp-IHSS	131,427	137,346	0	0	137,346
29-50 Transportation & Travel-Transportation & Travel	190,680	190,680	0	0	190,680
30-00 Utilities-	224,720	224,720	0	0	224,720
38-00 Inventory Items-	174,000	280,000	0	2,556	282,556
40-70 Child & Welfare-Support & Care of Persons	55,308	37,308	0	0	37,308
40-72 Child & Welfare-Direct Child Welfare Cost	204,417	205,417	0	5,000	210,417
62-72 Cap. FA-Equipment-Autos & Light Trucks	100,000	50,000	0	50,000	100,000
62-74 Cap. FA-Equipment-Other	0	0	0	175,000	175,000
Expense - Summary	24,715,650	25,871,003	0	451,000	26,322,003
NET COST	2,572,911	2,627,691	0	(327,891)	2,299,800

DEPARTMENT OF SOCIAL SERVICES

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).

Please refer to our organizational charts, attached to Budget Unit 5011, for a complete listing of our programs, services and staffing.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Disaster coverage over the past five years has strained our budget and affected service delivery for programs.
- Unfunded programs and services are being critically assessed by this department for sustainability.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This budget has increased due to increased payroll costs.

Department Revenue and Expenses

Fund: 168 : Social Services Admin

Budget Unit: 5012 : Admin - Social Services, Social Services Spec Prog

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
66-01 Charges for Services-Personnel Services	603,163	646,584	0	0	646,584
Revenue - Summary	603,163	646,584	0	0	646,584
Expense					
01-11 Salaries & Wages-Permanent	399,461	402,688	0	0	402,688
01-12 Salaries & Wages-Extra Help	0	16,578	0	0	16,578
01-13 Salaries & Wages-OT, Holiday, Stby	2,400	2,400	0	0	2,400
02-21 Retirement Contributions-FICA	30,742	32,450	0	0	32,450
02-22 Retirement Contributions-PERS	70,946	83,607	0	0	83,607
03-30 Insurance-Health/Life	95,131	102,256	0	0	102,256
03-31 Insurance-Unemployment	2,795	2,951	0	0	2,951
03-32 Insurance-Opt Out	0	2,400	0	0	2,400
04-00 Worker's Compensation-	1,688	1,254	0	0	1,254
Expense - Summary	603,163	646,584	0	0	646,584
NET COST	0	0	0	0	0

DEPARTMENT OF SOCIAL SERVICES

CRYSTAL MARKYTAN, Director



BU 5115 – OJT Training (Fund 169)

DEPARTMENT OVERVIEW

Our On-the-Job Training (OJT) program, which is now funded through the Expanded Subsidized Employment (ESE) 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 participants transitioning into permanent County employment and many more into the private sector.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 169 : Welfare Assistance

Budget Unit: 5115 : Public Assistance, OJT Training

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense					
01-11 Salaries & Wages-Permanent	121,981	103,655	0	0	103,655
02-21 Retirement Contributions-FICA	9,334	7,930	0	0	7,930
02-22 Retirement Contributions-PERS	21,664	21,522	0	0	21,522
03-30 Insurance-Health/Life	47,291	44,936	0	0	44,936
03-31 Insurance-Unemployment	855	725	0	0	725
04-00 Worker's Compensation-	8,735	7,009	0	0	7,009
15-12 Insurance-Public Liability	14,831	17,231	0	0	17,231
80-80 Other Financing Uses-Interfund Reimbursements	(224,691)	(203,008)	0	0	(203,008)
Expense - Summary	0	0	0	0	0
NET COST	0	0	0	0	0

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 In Home Supportive Services (IHSS) providers who assist the elderly and disabled so they can remain safely in their home.

Please refer to our organizational charts, attached to Budget Unit 5011, for a complete listing of our programs, services and staffing.

ACCOMPLISHMENTS IN FY 2018-19

- See Budget Unit 5011

GOALS IN FY 2019-20

- See Budget Unit 5011

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- The increase of In Home Supportive Services (IHSS) Maintenance of Effort (MOE) has been the concern of this department for several years. California Welfare Directors Association (CWDA) and California State Association of Counties (CSAC) have negotiated a complex methodology that has been used over the past couple of years to determine how the county can cover a state shortfall. Although unpassed, a trailer bill has been modified to include changes to this methodology. Using the limited information that we have at this time, we have calculated the IHSS MOE to be approximately \$600,000 higher than FY2018/19. Sustaining future increases to the cost of this program, are a serious concern to Lake County Social Services.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Because of antiquated eligibility methodology, foster families will not be eligible to federal foster care funds, increasing county cost.

This department is using a higher amount of realignment funds to cover the county share of many programs. The realignment funding is tied to sales tax and vehicle license fees and will not be a sustainable source of revenue in difficult economic times as the demand for services increases.

Department Revenue and Expenses

Fund: 169 : Welfare Assistance

Budget Unit: 5121 : Public Assistance, General Welfare

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
53-03 State Assistance Program-Family Support	1,451,856	1,154,638	0	0	1,154,638
53-11 State Assistance Program-AFDC-FG/U	1,122,876	893,006	0	0	893,006
53-15 State Assistance Program-Kin-Gap State	73,963	73,963	0	0	73,963
53-50 State Admin Program-Soc Svcs Realign Sls Tx	7,364,742	7,364,742	0	13,975	7,350,767
53-51 State Admin Program-Realignment CalWorks MOE	1,954,325	2,389,732	0	0	2,389,732
54-21 State Aid-Protective Services	2,840,275	2,942,002	0	0	2,942,002
55-11 Federal Assist Program-AFDC FG/U	1,722,111	1,369,568	0	0	1,369,568
55-12 Federal Assist Program-Adoptions	1,886,783	2,018,897	0	0	2,018,897
55-13 Federal Assist Program-Foster Care	1,646,634	1,646,634	0	(63,975)	1,710,609
55-15 Federal Assist Program-Kingap	28,931	28,931	0	0	28,931
56-30 Other Government Agencies-Other	65,000	65,000	0	0	65,000
81-23 Operating Transfers-Out	(121,522)	0	0	0	0
Revenue - Summary	20,035,974	19,947,113	0	50,000	19,997,113
Expense					
28-30 Special Departmental Exp-Supplies & Services	5,908,222	6,468,485	0	(200,000)	6,268,485
40-30 Child & Welfare-Child AFDC-FG-30	6,204,000	5,955,840	0	0	5,955,840
40-40 Child & Welfare-FDC Foster Care (40-42)	6,500,000	6,500,000	0	250,000	6,750,000
40-44 Child & Welfare-Aid to Adopt Child (04)	3,900,000	4,173,000	0	0	4,173,000
40-46 Child & Welfare-Kin-Gap Children	150,000	150,000	0	0	150,000
40-47 Child & Welfare-Apprvd Relative Caregiver	80,000	80,000	0	0	80,000
Expense - Summary	22,742,222	23,327,325	0	50,000	23,377,325
NET COST	2,706,248	3,380,212	0	0	3,380,212

DEPARTMENT OF SOCIAL SERVICES

CRYSTAL MARKYTAN, Director



BU 5125 – Wraparound Services (Fund 169)

DEPARTMENT OVERVIEW

This budget unit is the location for depositing wraparound reinvestment funds that are collected. Once funds are expended out of Budget Unit 5011 for services that are approved to be paid through this reinvestment account, funds will be transferred accordingly.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 169 : Welfare Assistance

Budget Unit: 5125 : Public Assistance, Wraparound Services

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-21 State Aid-Protective Services	760,000	720,000	0	0	720,000
81-23 Operating Transfers-Out	(360,000)	(360,000)	0	0	(360,000)
Revenue - Summary	400,000	360,000	0	0	360,000
NET COST	(400,000)	(360,000)	0	0	(360,000)

DEPARTMENT OF SOCIAL SERVICES

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.

Please refer to our organizational charts, attached to Budget Unit 5011, for a complete listing of the Housing programs, services and staffing.

ACCOMPLISHMENTS IN FY 2018-19

- Doubled the number of Veterans Affairs Supportive Housing (VASH) vouchers from 5 to 10.
- Maintained and updated policies and procedures as they apply to programs.
- Provided updated training for accounting personnel and a new manager.

GOALS IN FY 2019-20

- Training to give available tools to our staff to run a complicated program.
- Successfully balance voucher use with limited allocation.
- Recruiting and retention of staff.
- Research and implement effective administration of program that maximizes available funding and programs.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Proposed changes to the federal budget may greatly affect this program. The current administration is requesting major funding reductions to the Section 8 Housing Choice Voucher (HCV) program. Proposed changes also include elimination of the HOME loan program.
- Maintaining trained staff has been a challenge in this program
- Program is not self-sustaining and requires a stable and available funding source to maintain programs.
- Administrative costs are augmented by realignment funds, which are tied to sales tax and vehicle license fees and are not a sustainable form of income in difficult economic times.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 90 : Housing Admin

Budget Unit: 5164 : Public Assistance, Housing Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	161	150	0	0	150
55-01 Federal Assist Program-Public Assistance Admin	195,000	220,699	0	0	220,699
79-90 Other-Miscellaneous	500	2,000	0	0	2,000
81-22 Operating Transfers-In	231,625	211,358	0	0	211,358
Revenue - Summary	427,286	434,207	0	0	434,207

Expense

01-11 Salaries & Wages-Permanent	243,844	228,188	0	0	228,188
01-13 Salaries & Wages-OT, Holiday, Stby	500	0	0	0	0
01-14 Salaries & Wages-Other, Term	8,035	0	0	0	0
02-21 Retirement Contributions-FICA	19,213	17,456	0	0	17,456
02-22 Retirement Contributions-PERS	43,627	47,277	0	0	47,277
03-30 Insurance-Health/Life	49,438	55,839	0	0	55,839
03-31 Insurance-Unemployment	1,721	1,594	0	0	1,594
04-00 Worker's Compensation-	1,751	1,310	0	0	1,310
12-00 Communications-	3,221	3,500	0	0	3,500
14-00 Household Expense-	944	912	0	0	912
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
17-00 Maintenance-Equipment-	2,050	2,050	0	0	2,050
18-00 Maint-Bldgs & Imprvmnts-	719	6,443	0	0	6,443
20-00 Memberships-	1,200	1,057	0	0	1,057
22-70 Office Expense-Supplies	5,123	5,000	0	0	5,000
22-71 Office Expense-Postage	5,600	5,600	0	0	5,600
22-72 Office Expense-Books & Periodicals	850	850	0	0	850
23-80 Prof & Specialized Svcs-Professional & Specialize	22,300	24,200	0	0	24,200
23-90 Prof & Specialized Svcs-Administrative Services	5,361	954	0	0	954
24-00 Publications & Legal Ntcs-	150	150	0	0	150
26-00 Rents & Leases-Bldg & Imp-	14,735	14,253	0	0	14,253
27-00 Small Tools & Instruments-	100	100	0	0	100

Department Revenue and Expenses

Fund: 90 : Housing Admin

Budget Unit: 5164 : Public Assistance, Housing Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
28-30 Special Departmental Exp-Supplies & Services	11,650	11,650	0	0	11,650
29-50 Transportation & Travel- Transportation & Travel	4,200	4,200	0	0	4,200
30-00 Utilities-	4,305	4,162	0	0	4,162
80-80 Other Financing Uses-Interfund Reimbursements	(30,000)	(5,000)	0	0	(5,000)
Expense - Summary	422,756	434,207	0	0	434,207
NET COST	(4,530)	0	0	0	0

DEPARTMENT OF SOCIAL SERVICES

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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Any fluctuations in budget from prior year are due to actual and anticipated loan payments.

Department Revenue and Expenses

Fund: 97 : Home-Housing Services

Budget Unit: 5165 : Public Assistance, Home-Housing Services

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	250	100	0	0	100
69-20 Other Current Services-Other	10	34	0	0	34
80-97 Loans/Int Fin/Bonds-Priv Sector Loan Rec	4,153	4,164	0	0	4,164
81-22 Operating Transfers-In	109,586	0	0	0	0
Revenue - Summary	113,999	4,298	0	0	4,298
Expense					
23-30 Prof & Specialized Svcs-General Admin	25,500	37,000	0	0	37,000
23-31 Prof & Specialized Svcs-CDBG Activity Delivery	97,520	55,000	0	0	55,000
23-90 Prof & Specialized Svcs-Administrative Services	271	575	0	0	575
23-91 Prof & Specialized Svcs-Intra-Div Services	30,000	0	0	0	0
57-03 Home/Rental Loans-Home Pgm Income Activity	506,869	303,568	0	0	303,568
Expense - Summary	660,160	396,143	0	0	396,143
NET COST	546,161	391,845	0	0	391,845

DEPARTMENT OF SOCIAL SERVICES

CRYSTAL MARKYTAN, Director



BU 5168 – Senior Citizen Program

DEPARTMENT OVERVIEW

This Budget Unit assists in supporting local senior centers and to provide Lake County matching funds to the Area Agency on Aging (AAA) of Lake and Mendocino Counties.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 5168 : Public Assistance, Senior Citizens Program

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
53-38 State Admin Program-CCBC	29,778	29,778	0	0	29,778
Revenue - Summary	29,778	29,778	0	0	29,778
Expense					
52-10 Other Charges-Contib to Non-Co Gov Agen	105,517	105,517	0	0	105,517
Expense - Summary	105,517	105,517	0	0	105,517
NET COST	75,739	75,739	0	0	75,739

DEPARTMENT OF SOCIAL SERVICES

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. Lake County has been awarded a grant in FY2018/19, which should be completed in FY2019/20.

ACCOMPLISHMENTS IN FY 2018-19

- Obtained a \$500,000 grant for First Time Home Buyer and Owner Occupied Rehabilitation Loans

GOALS IN FY 2019-20

- Working with Contractor, provide First Time Home Buyer and Owner Occupied Rehabilitation Loans as afforded by the grant.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- This program requires the prepayment of loans before reimbursement by Housing and Community Development. This department would have to burden the cost until reimbursement, which will slow down the number of loans that can be done at the same time possibly creating time issues for contractors and clients.
- The President's proposed Budget for the FY2020 includes the elimination of this grant. This may affect our currently approved grant and any future plans for this program.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

In last year's budget, there was the plan for possible available grants. For FY2019/2020, the grant is in place and available for use.

Department Revenue and Expenses

Fund: 95 : Housing/Home New Grant

Budget Unit: 5169 : Public Assistance, Housing/Home New Grant

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-90 State Aid-Other	500,000	500,000	0	0	500,000
80-92 Loans/Int Fin/Bonds-Advance From Other Fund	500,000	500,000	0	0	500,000
80-93 Loans/Int Fin/Bonds-Advance To Other Fund	0	(500,000)	0	0	(500,000)
Revenue - Summary	1,000,000	500,000	0	0	500,000
Expense					
23-30 Prof & Specialized Svcs-General Admin	25,000	12,500	0	0	12,500
23-31 Prof & Specialized Svcs-CDBG Activity Delivery	50,000	74,344	0	0	74,344
42-11 Principal & Interest-Advances	500,000	0	0	0	0
57-01 Home/Rental Loans-Owner-Occupied Rehab	425,000	413,156	0	0	413,156
Expense - Summary	1,000,000	500,000	0	0	500,000
NET COST	0	0	0	0	0

DEPARTMENT OF SOCIAL SERVICES

CRYSTAL MARKYTAN, Director



BU 5281 – General Welfare (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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 169 : Welfare Assistance

Budget Unit: 5281 : Aid Programs, General Relief

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
53-50 State Admin Program-Soc Svcs Realign Sls Tx	45,000	45,000	0	0	45,000
79-95 Other-SSI/SSP Refunds	5,000	5,000	0	0	5,000
Revenue - Summary	50,000	50,000	0	0	50,000
Expense					
40-70 Child & Welfare-Support & Care of Persons	50,000	50,000	0	0	50,000
Expense - Summary	50,000	50,000	0	0	50,000
NET COST	0	0	0	0	0

DEPARTMENT OF SOCIAL SERVICES

CRYSTAL MARKYTAN, Director



BU 5282 – IHSS Public Authority Administration (Fund 161)

DEPARTMENT OVERVIEW

The In Home Supportive Services (IHSS) Public Authority (PA) 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 161 : IHSS Public Authority

Budget Unit: 5282 : Aid Programs, IHSS Public Authority

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
53-01 State Assistance Program-Public Assistance Admin	71,310	138,194	0	0	138,194
55-01 Federal Assist Program-Public Assistance Admin	200,606	206,900	0	0	206,900
79-85 Other-Livescan	25,000	25,000	0	0	25,000
81-22 Operating Transfers-In	132,396	72,796	0	0	72,796
81-23 Operating Transfers-Out	(25,000)	(25,000)	0	0	(25,000)
Revenue - Summary	404,312	417,890	0	0	417,890
Expense					
28-41 Special Departmental Exp-	404,312	417,890	0	0	417,890
Expense - Summary	404,312	417,890	0	0	417,890
NET COST	0	0	0	0	0

HEALTH SERVICES

DENISE POMEROY, Director



BU 5321 – Veterans Services

DEPARTMENT OVERVIEW

Mission Statement: The goal of the Lake County Veterans Service Office remains the same today as when it was first established in 1946: to assist veterans, their dependents, and survivors to obtain benefits from federal, state, and local agencies administering available programs.

This office provides advocacy to the county's approximately 7,000 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 \$5.1 million in new benefits for local veterans. The Department of Veterans Affairs estimates they pay more than \$30 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 benefits counseling
- Accurate preparation and submission of claims
- Follow-up on all claims to assure final and fair decisions are reached
- Initiation and development of appeals when applicable
- Network with federal, state and local agencies to maximize benefits for clients
- Outreach to recently discharged veterans and dependents in order to seek suitable benefits
- Network with county veterans service organizations to get current benefit information out to the veteran community

ACCOMPLISHMENTS IN FY 2018-19

- Collaborated with the Depts. of Veterans Affairs Oakland and Sacramento Regional Offices, and the California Department of Veterans Affairs to submit and process electronic Fully Developed Claims and having a positive impact in the timeliness of their adjudication
- Reached the mark of enrollment of over 925 veterans and family members into the VA Healthcare Enrollment & CHAMPVA Programs within FY18/19
- Contacted over 1050 veterans and/or their families to re-open their claims for re-adjudication / increase of compensation for secondary conditions due to primaries
- Processed approximately 900 new veterans claims
- Veterans Court is a collaborative process 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, our office works towards the development of a Veteran's Treatment Court curriculum

HEALTH SERVICES

DENISE POMEROY, Director
BU 5321 – Veterans Services

GOALS IN FY 2019-20

- Increase Veteran satisfaction with health, education, training, counseling, financial, burial benefits and other services
- Continue improving customer satisfaction with management systems and support services to the Veteran Community
- Maintain a high level of quality of health care, and all other benefits while optimizing value since it is the key to professional success
- Raise readiness and outreach concerning services to continuously protect people and assets in time of crisis

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- BU 5321 19/20 budget increase is primarily under personnel cost. This payroll related increase is inevitable and total FTE cannot be reduced considering the fact that this BU 5321 has 3 staffs for approximately 10 years. Veteran's payroll and County A87 expense increase will require higher Net County Cost contribution from General Fund.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Increase in Net Cost Allocation does not cover the total increase in salary and benefits causing an extraordinary request of \$5,990 for BU 5321.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 5321 : Veterans Services, Veterans Services

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
54-50 State Aid-Veterans Affairs	114,000	116,500	0	0	116,500
Revenue - Summary	114,000	116,500	0	0	116,500
Expense					
01-11 Salaries & Wages-Permanent	156,776	165,708	0	0	165,708
01-14 Salaries & Wages-Other, Term	1,532	1,532	0	0	1,532
02-21 Retirement Contributions-FICA	12,180	12,863	0	0	12,863
02-22 Retirement Contributions-PERS	28,117	34,722	0	0	34,722
03-30 Insurance-Health/Life	19,328	22,832	0	0	22,832
03-31 Insurance-Unemployment	1,096	1,171	0	0	1,171
04-00 Worker's Compensation-	1,638	938	0	0	938
12-00 Communications-	2,700	2,700	0	0	2,700
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	57	89	0	0	89
17-00 Maintenance-Equipment-	300	300	0	0	300
20-00 Memberships-	2,060	2,100	0	0	2,100
22-70 Office Expense-Supplies	2,520	2,120	0	344	2,464
22-71 Office Expense-Postage	1,200	1,200	0	0	1,200
22-72 Office Expense-Books & Periodicals	253	253	0	0	253
23-90 Prof & Specialized Svcs- Administrative Services	14,300	11,133	0	0	11,133
23-91 Prof & Specialized Svcs- Intra-Div Services	2,000	2,000	0	0	2,000
28-30 Special Departmental Exp-Supplies & Services	800	860	0	6,420	7,280
29-50 Transportation & Travel- Transportation & Travel	4,655	4,644	0	0	4,644
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	1,339	1,339	0	0	1,339
30-00 Utilities-	4,500	4,500	0	0	4,500
Expense - Summary	259,470	275,466	0	6,764	282,230
NET COST	145,470	158,966	0	6,764	165,730

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 (2.8%) 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 2018-19

- Checked out 152,727 library materials (digital and print) from July 2018 to March 2019. This is an increase of 11% compared to the previous period.
- Facilitated 20,305 sessions on public computer from July 2018 to March 2019.
- Conducted 152 programs for adults and 312 programs for children with a combined attendance of 9,504 from July 2018 to March 2019.
- Made facility and collection improvements at all branches to make all library branches more inviting.

GOALS IN FY 2019-20

- Increase educational opportunities for Lake County youth by incorporating hands on, creative learning techniques in established programs.
- Increase access to physical and digital library collections through continuing outreach.
- Preserve established library programs and operating hours.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Reduced spending on Library Materials will result in less materials and resources being available for the public.
- Reduced number of library events such as the Big Read.

LIBRARY

CHRISTOPHER VEACH, County Librarian
BU 6022 – Library

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The decrease in appropriations for staff salaries in account 1.11 is due to staff retirement and staff voluntarily reducing work schedules.

The increase in appropriations in account 12.00 for communications is due to reimbursements from the Universal Service Company E-RATE Program being received as revenue instead of as a discount on future bills.

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 been reduced from the prior year is due to limited revenue, despite the need for increased spending. 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.

Department Revenue and Expenses

Fund: 125 : Library

Budget Unit: 6022 : Library Services, Library

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	759,269	793,600	0	0	793,600
10-20 Property Taxes-Current Unsecured	17,453	17,688	0	0	17,688
10-25 Property Taxes-Supp 813-Current	4,060	5,400	0	0	5,400
10-35 Property Taxes-Supp 813-Prior	1,564	1,654	0	0	1,654
10-40 Property Taxes-Prior Unsecured	665	627	0	0	627
10-70 Other Taxes-Timber Yield	223	431	0	0	431
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	31	25	0	0	25
42-01 Revenue from Use of Money-Interest	2,093	2,540	0	0	2,540
42-10 Rents & Concessions-Rents & Concessions	10,575	11,238	0	0	11,238
54-60 State Aid-HOPTR	8,726	8,665	0	0	8,665
54-90 State Aid-Other	41,004	32,004	0	0	32,004
54-98 State Aid-Library	0	1,000	0	0	1,000
56-01 Other Federal-Other	5,700	51,642	0	0	51,642
69-01 Other Current Services-Library	19,734	17,491	0	0	17,491
79-99 Other-Donations	7,000	5,000	0	0	5,000
81-22 Operating Transfers-In	63,618	75,000	15,000	0	90,000
Revenue - Summary	941,715	1,024,005	15,000	0	1,039,005

Expense

01-11 Salaries & Wages-Permanent	354,969	335,737	0	0	335,737
01-12 Salaries & Wages-Extra Help	93,139	97,287	0	0	97,287
02-21 Retirement Contributions-FICA	29,716	28,339	0	0	28,339
02-22 Retirement Contributions-PERS	63,046	69,706	0	0	69,706
03-30 Insurance-Health/Life	86,601	99,397	0	0	99,397
03-31 Insurance-Unemployment	3,137	3,031	0	0	3,031
04-00 Worker's Compensation-	1,350	1,003	0	0	1,003
12-00 Communications-	21,392	69,499	0	0	69,499
14-00 Household Expense-	26,565	27,096	0	0	27,096
15-12 Insurance-Public Liability	2,615	2,904	0	0	2,904
15-13 Insurance-Fire & Allied Cvrgrs	14,867	19,146	0	287	19,433
17-00 Maintenance-Equipment-	2,894	2,907	0	0	2,907

Department Revenue and Expenses

Fund: 125 : Library

Budget Unit: 6022 : Library Services, Library

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
18-00 Maint-Bldgs & Imprvmnts-	24,320	28,016	0	0	28,016
20-00 Memberships-	3,717	3,641	0	0	3,641
22-70 Office Expense-Supplies	11,930	10,728	0	0	10,728
22-71 Office Expense-Postage	1,369	1,254	0	0	1,254
23-80 Prof & Specialized Svcs- Professional & Specialize	98,553	89,361	0	0	89,361
23-90 Prof & Specialized Svcs- Administrative Services	78,696	108,018	0	0	108,018
24-00 Publications & Legal Ntcs-	150	150	0	0	150
26-00 Rents & Leases-Bldg & Imp-	1	1	0	0	1
28-30 Special Departmental Exp-Supplies & Services	57,119	70,870	0	5,713	76,583
29-50 Transportation & Travel- Transportation & Travel	800	800	0	0	800
30-00 Utilities-	62,439	63,018	0	0	63,018
38-00 Inventory Items-	23,260	5,825	0	0	5,825
48-00 Taxes & Assessments-	210	188	0	0	188
55-51 Other Charges-Literacy Grant	1,860	2,360	0	0	2,360
80-80 Other Financing Uses-Interfund Reimbursements	(15,000)	(15,000)	15,000	0	0
Expense - Summary	1,049,715	1,125,282	15,000	6,000	1,146,282
NET COST	108,000	101,277	0	6,000	107,277

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 2018-19

- 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 2019-20

- Continue to purchase library materials to improve the library collection.
- Continue to purchase supplies to support library programs.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 71 : Library Improvements

Budget Unit: 6023 : Library Services, Library Improvements

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
79-99 Other-Donations	20,000	20,000	0	0	20,000
Revenue - Summary	20,000	20,000	0	0	20,000
Expense					
28-30 Special Departmental Exp-Supplies & Services	41,313	30,000	0	0	30,000
Expense - Summary	41,313	30,000	0	0	30,000
NET COST	21,313	10,000	0	0	10,000

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.

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 2018-19

- Forestry & Wildlands Ecology (Greg Giusti, Emeritus since July 1, 2018): Oriented new Forestry Advisor Michael Jones to issues related to fire recovery in Lake County. Continued Chairing County Fish and Wildlife Advisory Committee.
- 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.
- 4-H Youth Development (Car Mun 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 at After School Programs, 4-H Summer Camp, school nutrition and gardening curriculum.

UC COOPERATIVE EXTENSION

RACHEL ELKINS, Director

BU 6131 – UC Cooperative Extension

- Winegrowing and Plant Sciences (Glenn McGourty): Led efforts to educate growers and wineries about the technical issues related to smoke taint of wine grapes. 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.

GOALS IN FY 2019-20

- Forestry & Wildlands Ecology- Advisor Greg Giusti retired July 1, 2017. New Forestry Advisor Dr. Michael Jones will continue to build programs related to forest recovery and resiliency.
- 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 production and management challenges.
- Livestock & Natural Resources: Continue to reinvigorate and sustain the range livestock industry and associated resources.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Support for 4-H Youth Development Program Representative due to potential UC ANR 2019-2020 budget cuts.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Maintenance & Equipment, Office Supplies and Central Garage funding was reduced slightly to meet Net County Cost contribution total.

An increase in funds for Professional Services to support UC 4-H Youth Development Program Representative due to annual merit with benefits increase.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 6131 : Agricultural Education, UC Cooperative Extension

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
79-90 Other-Miscellaneous	7,028	0	0	0	0
Revenue - Summary	7,028	0	0	0	0
Expense					
01-11 Salaries & Wages-Permanent	79,255	79,955	0	0	79,955
01-12 Salaries & Wages-Extra Help	500	0	0	0	0
02-21 Retirement Contributions-FICA	6,063	6,116	0	0	6,116
02-22 Retirement Contributions-PERS	14,076	16,600	0	0	16,600
03-30 Insurance-Health/Life	19,291	22,658	0	0	22,658
03-31 Insurance-Unemployment	555	560	0	0	560
04-00 Worker's Compensation-	338	373	0	0	373
10-00 Agricultural-	80	80	0	0	80
11-00 Clothing & Personal Suppl-	75	75	0	0	75
12-00 Communications-	3,500	4,000	0	0	4,000
14-00 Household Expense-	50	50	0	0	50
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	235	247	0	0	247
17-00 Maintenance-Equipment-	700	500	0	0	500
19-40 Medical Expense-Medical Supplies	50	50	0	0	50
22-70 Office Expense-Supplies	7,371	7,300	0	0	7,300
22-71 Office Expense-Postage	600	600	0	0	600
22-72 Office Expense-Books & Periodicals	250	250	0	0	250
23-80 Prof & Specialized Svcs- Professional & Specialize	55,200	57,200	0	0	57,200
27-00 Small Tools & Instruments-	100	100	0	0	100
28-30 Special Departmental Exp-Supplies & Services	250	250	0	0	250
28-38 Special Departmental Exp- Agricultural Research	700	700	0	0	700
29-50 Transportation & Travel- Transportation & Travel	300	300	0	0	300
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	15,928	13,085	0	0	13,085
38-00 Inventory Items-	7,028	0	0	0	0

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 6131 : Agricultural Education, UC Cooperative Extension

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense - Summary	214,614	213,511	0	0	213,511
NET COST	207,586	213,511	0	0	213,511

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.

This budget unit is funded 54% by General Fund discretionary revenues, 31% by insurance proceeds from Clayton Fire damages, 10% by park property rentals and fees, and 5% from grants.

ACCOMPLISHMENTS IN FY 2018-19

- Partnered with Rotary International and community volunteers to plant 3,000 ponderosa pine seedlings at Trailside Park
- Constructed a new walking trail and dog park improvements at Hammond Park in Nice
- Installation of a new prefabricated concrete restroom at Rodman Park
- Environmental studies underway for proposed Mt Konocti Park Phase II to expand the public use of the park for hikers as well as equestrian and mountain bike users
- Hosted 15 public meetings and created conceptual master park plans for potential Proposition 68 grant-funded improvements to Hammond Park in Nice, Trailside Park in Middletown, and Kelseyville Community Park
- 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 2019-20

- Submit successful applications for the Proposition 68 Statewide Park Development and Community Revitalization Program for improvements to three county parks
- Complete CEQA and design work for Mt Konocti Park Phase II. Team with local and regional partners to fund park and trail improvements
- Construction and completion of the Lower Lake Maintenance Shop that was destroyed in the Clayton Fire

PUBLIC SERVICES

LARS EWING, Director
BU 7011 – Parks and Recreation

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Projects to upgrade and improve parks
- Expanding the use of Mt Konocti Park without assistance from third parties
- Funding for new trails for the KRT network

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant or out of the ordinary changes to revenue, salaries and benefits, services and supplies, or capital assets.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 7011 : Recreation Facilities, Parks & Recreation

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-91 Other Taxes-Transient Occupancy	59,342	54,413	0	0	54,413
42-10 Rents & Concessions-Rents & Concessions	227,044	254,798	0	4,060	250,738
54-90 State Aid-Other	50,000	100,000	0	0	100,000
69-02 Other Current Services-Park and Recreation Fees	10,500	10,500	0	0	10,500
79-73 Other-	56,000	0	0	0	0
79-93 Other-Insurance Proceeds	552,000	793,000	0	0	793,000
81-22 Operating Transfers-In	400,000	0	400,000	0	400,000
Revenue - Summary	1,354,886	1,212,711	400,000	(4,060)	1,608,651
Expense					
01-11 Salaries & Wages-Permanent	483,256	505,456	0	0	505,456
01-12 Salaries & Wages-Extra Help	95,217	111,640	15,600	0	127,240
01-13 Salaries & Wages-OT, Holiday, Stby	5,000	10,000	0	0	10,000
01-14 Salaries & Wages-Other, Term	5,000	6,400	0	0	6,400
02-21 Retirement Contributions-FICA	39,801	41,930	0	0	41,930
02-22 Retirement Contributions-PERS	86,274	105,315	0	0	105,315
03-30 Insurance-Health/Life	98,853	120,396	0	0	120,396
03-31 Insurance-Unemployment	3,623	4,317	0	0	4,317
04-00 Worker's Compensation-	212,804	54,184	0	0	54,184
11-00 Clothing & Personal Suppl-	10,000	10,000	0	0	10,000
12-00 Communications-	8,000	8,000	0	0	8,000
14-00 Household Expense-	15,000	15,000	0	0	15,000
15-12 Insurance-Public Liability	7,504	8,747	0	0	8,747
15-13 Insurance-Fire & Allied Cvrsgs	3,225	5,188	0	0	5,188
17-00 Maintenance-Equipment-	30,000	25,000	0	0	25,000
18-00 Maint-Bldgs & Imprvmnts-	176,600	174,000	0	108,524	282,524
19-40 Medical Expense-Medical Supplies	2,000	2,000	0	0	2,000
20-00 Memberships-	170	170	0	0	170
22-70 Office Expense-Supplies	2,500	2,500	0	0	2,500
22-71 Office Expense-Postage	500	500	0	0	500
23-80 Prof & Specialized Svcs-	212,857	208,000	0	0	208,000

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 7011 : Recreation Facilities, Parks & Recreation

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Professional & Specialize					
23-90 Prof & Specialized Svcs- Administrative Services	0	112,584	0	(112,584)	0
23-91 Prof & Specialized Svcs-Intra-Div Services	31,265	31,265	0	0	31,265
24-00 Publications & Legal Ntcs-	1,500	1,500	0	0	1,500
25-00 Rents & Leases-Equipment-	7,500	7,500	0	0	7,500
26-00 Rents & Leases-Bldg & Imp-	22,000	14,000	0	0	14,000
27-00 Small Tools & Instruments-	7,000	8,000	0	0	8,000
28-30 Special Departmental Exp-Supplies & Services	7,750	7,750	0	0	7,750
29-50 Transportation & Travel- Transportation & Travel	30,000	30,000	0	0	30,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	40,000	40,000	0	0	40,000
30-00 Utilities-	180,000	200,000	0	0	200,000
38-00 Inventory Items-	15,200	22,400	0	0	22,400
48-00 Taxes & Assessments-	1,700	1,700	0	0	1,700
55-03 Other Charges-Pathway Project	149,817	149,918	0	0	149,918
61-60 Cap FA-Bldgs & Imp-Current	146,085	0	0	0	0
62-72 Cap. FA-Equipment-Autos & Light Trucks	53,915	0	0	0	0
62-74 Cap. FA-Equipment-Other	0	40,000	0	0	40,000
63-12 Construction in Progress-Park Improvements	0	775,000	0	(675,000)	100,000
63-13 Construction in Progress-Buildings & Improvements	600,000	100,000	0	675,000	775,000
80-80 Other Financing Uses-Interfund Reimbursements	(51,681)	(423,882)	400,000	0	(23,882)
Expense - Summary	2,740,235	2,536,478	415,600	(4,060)	2,948,018
NET COST	1,385,349	1,323,767	15,600	0	1,339,367

PUBLIC SERVICES

LARS EWING, Director



BU 7073 – Park Development-Quimby (Fund 73)

DEPARTMENT OVERVIEW

Quimby fees are collected on new subdivisions in order to ensure recreational land, open space, and related facilities are adequate for the area in which the subdivision is constructed. 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 2018-19

- Significant effort toward Prop 68 grant application, specifically to identify potential park improvements wanted by the public through the process of community meetings.

GOALS IN FY 2019-20

- Develop strategic park plans for upcoming improvements for parks, recreation, and open space improvements.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Development without park improvements leads to insufficient public park space and disrepair to existing County parks.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There were no Quimby fees collected in 18/19 as anticipated.

Department Revenue and Expenses

Fund: 73 : Park Development Quimby

Budget Unit: 7073 : Recreation Facilities, Park Development-Quimby

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	800	807	0	0	807
66-11 Charges for Services-Subdivision Insp Fees	10,179	10,179	0	0	10,179
Revenue - Summary	10,979	10,986	0	0	10,986
Expense					
23-90 Prof & Specialized Svcs-Administrative Services	104	241	0	0	241
23-91 Prof & Specialized Svcs-Intra-Div Services	25,000	0	0	0	0
61-60 Cap FA-Bldgs & Imp-Current	23,221	10,986	0	0	10,986
61-69 Cap FA-Bldgs & Imp-Prior	84,766	93,408	0	(216)	93,192
63-12 Construction in Progress-Park Improvements	5,088	0	0	0	0
Expense - Summary	138,179	104,635	0	(216)	104,419
NET COST	127,200	93,649	0	(216)	93,433

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 the historical and cultural non-renewable resources of 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 FY 2018-2019, more than 6000 individuals visited the three museums including more than 1,000 K-12 students that attended scheduled tours. These are two of the 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 2018-19

- Two graduate interns hired as extra help museum staff and a third college intern is volunteering
- Applied for a National Endowment for the Arts grant for a Pomo statue on the grounds of the Courthouse Museum. Joint grant application with the Tribal Advisory Council and Friends of LC Museum
- Public outreach including tours, fairs and hosted Archeology day for 120 students. Tribal Advisory Council had strong presence at Native American Empowerment Day and several local Pomo tribal events

GOALS IN FY 2019-20

- Update older exhibits with accurate history and more engaging graphic interpretation
- Facilitate, through grants and donations, the creation of a bronze sculpture of a Pomo native in Lakeport
- Increase public and school educational programs (funding necessary)
- Temporary exhibits: "Chinese in Lake County, Patient No More ADA Exhibit. Begin Standards & Excellence Program for History Organizations through the American Association for State & Local History

PUBLIC SERVICES

LARS EWING, Director
BU 7201 – County Museums

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Effectively the entire operations budget for museums is at risk. The only expenditures that can be covered this fiscal year with the allowance provided are mandatory liability and fire insurance costs, the mandatory vector control fee, and software renewals for artifact/collections/exhibit management. Examples of services and supplies not able to be funded are communications, household expenses, postage, books & periodicals, exhibit supplies, professional memberships, and transportation & travel.
- Public and school educational programs.
- Deterioration of historic buildings due to deferred maintenance.
- Ability to offer new exhibits to residents and tourists due to insufficient funding.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The Assistant Curator position remains 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.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 7201 : Cultural Services, Museum

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-10 Rents & Concessions-Rents & Concessions	1,400	600	0	0	600
69-20 Other Current Services-Other	20	0	0	0	0
Revenue - Summary	1,420	600	0	0	600
Expense					
01-11 Salaries & Wages-Permanent	44,547	46,783	0	0	46,783
01-12 Salaries & Wages-Extra Help	77,699	108,982	0	0	108,982
01-13 Salaries & Wages-OT, Holiday, Stby	2,000	0	0	0	0
02-21 Retirement Contributions-FICA	5,356	6,576	0	0	6,576
02-22 Retirement Contributions-PERS	7,912	9,713	0	0	9,713
03-30 Insurance-Health/Life	9,643	10,749	0	0	10,749
03-31 Insurance-Unemployment	808	1,091	139	0	1,230
04-00 Worker's Compensation-	598	474	0	0	474
12-00 Communications-	6,000	0	6,000	0	6,000
14-00 Household Expense-	1,000	0	900	0	900
15-12 Insurance-Public Liability	2,162	2,500	0	0	2,500
15-13 Insurance-Fire & Allied Cvrgrs	1,583	2,271	0	0	2,271
17-00 Maintenance-Equipment-	800	0	800	0	800
18-00 Maint-Bldgs & Imprvmnts-	0	0	500	0	500
20-00 Memberships-	564	0	564	0	564
22-70 Office Expense-Supplies	3,500	729	2,271	0	3,000
22-71 Office Expense-Postage	200	0	200	0	200
22-72 Office Expense-Books & Periodicals	900	0	900	0	900
23-80 Prof & Specialized Svcs-Professional & Specialize	2,000	500	0	0	500
23-91 Prof & Specialized Svcs-Intra-Div Services	4,783	0	4,783	0	4,783
28-30 Special Departmental Exp-Supplies & Services	4,600	0	4,000	0	4,000
29-50 Transportation & Travel-Transportation & Travel	3,600	0	3,000	0	3,000
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	100	0	0	0	0

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 7201 : Cultural Services, Museum

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
38-00 Inventory Items-	2,600	0	3,000	0	3,000
48-00 Taxes & Assessments-	7	7	0	0	7
Expense - Summary	182,962	190,375	27,057	0	217,432
NET COST	181,542	189,775	27,057	0	216,832

PUBLIC SERVICES

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 2018-19

- Created three successful temporary exhibits at all three Museums.
- Moved and reorganized artifact storage in Courthouse Museum to a more environmentally friendly location for long-term artifact preservation. Installed custom archival boxes for large Pomo baskets.

GOALS IN FY 2019-20

- Train new staff on collection management system and processing of new artifacts.
- Continue replacing old storage boxes with new archival quality materials.
- Research, fabricate and display new traveling exhibit for rare Navy aircraft artifact.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 70 : Museum Improvements

Budget Unit: 7202 : Cultural Services, Museum Improvements

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	100	100	0	0	100
79-99 Other-Donations	5,000	25,000	0	0	25,000
Revenue - Summary	5,100	25,100	0	0	25,100
Expense					
23-90 Prof & Specialized Svcs-Administrative Services	0	277	0	0	277
28-30 Special Departmental Exp-Supplies & Services	21,611	62,327	0	0	62,327
Expense - Summary	21,611	62,604	0	0	62,604
NET COST	16,511	37,504	0	0	37,504

COUNTY ADMINISTRATIVE OFFICE

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 the Budget Unit is one-time General Fund discretionary revenues carried over from prior fiscal years.

ACCOMPLISHMENTS IN FY 2018-19

- No contingency expenditures were necessary in FY 2018-19

GOALS IN FY 2019-20

- Restore contingency funds to prior levels, to support unplanned and emergent expenses (FCMP)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 1 : General County

Budget Unit: 7999 : Contingencies, Contingencies

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense					
90-91 Transfers & Contingencies- Contingencies	1,000,000	1,000,000	3,548,360	0	4,548,360
Expense - Summary	1,000,000	1,000,000	3,548,360	0	4,548,360
NET COST	1,000,000	1,000,000	3,548,360	0	4,548,360

WATER RESOURCES

SCOTT DE LEON, 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 2018-19

- Passed California Department of Water Resources Dam Safety inspections for Highland Springs and Adobe Creek dams

GOALS IN FY 2019-20

- Work with County Council and Administration to reduce dam inspection fees through legislation
- Investigate feasibility of increasing zone assessment to cover operational costs
- Continue maintenance at Adobe Creek and Highland Springs reservoirs
- Contract with Northern California Indian Development Council to remove debris and vegetation and repair flood damage

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Budget is not sustainable. California Department of Water Resources Dam Inspection Fees increased to \$33,300 (20%). State inspection fees now exceed BU revenues by 10%.

Department Revenue and Expenses

Fund: 201 : Flood-Zone #1

Budget Unit: 8101 : Watershed, Flood-Zone #1

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	26,650	28,306	0	0	28,306
10-20 Property Taxes-Current Unsecured	550	1,000	0	0	1,000
10-25 Property Taxes-Supp 813-Current	15	90	0	0	90
10-35 Property Taxes-Supp 813-Prior	40	40	0	0	40
10-40 Property Taxes-Prior Unsecured	15	10	0	0	10
42-01 Revenue from Use of Money-Interest	300	600	0	0	600
54-60 State Aid-HOPTR	300	300	0	0	300
81-22 Operating Transfers-In	0	20,000	0	0	20,000
Revenue - Summary	27,870	50,346	0	0	50,346
Expense					
18-00 Maint-Bldgs & Imprvmnts-	15,227	13,727	0	(13,727)	0
23-80 Prof & Specialized Svcs-Professional & Specialize	28,500	33,800	0	0	33,800
23-90 Prof & Specialized Svcs-Administrative Services	4,000	0	0	0	0
23-91 Prof & Specialized Svcs-Intra-Div Services	4,819	2,636	0	0	2,636
28-30 Special Departmental Exp-Supplies & Services	0	0	0	13,727	13,727
48-00 Taxes & Assessments-	183	183	0	0	183
Expense - Summary	52,729	50,346	0	0	50,346
NET COST	24,859	0	0	0	0

WATER RESOURCES

SCOTT DE LEON, 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 2018-19

- Applied for grant to fund a hydrological study and determine how to reduce impacts of flooding

GOALS IN FY 2019-20

- Prioritize areas for brush removal to relieve flooding impacts
- Apply for streambed alteration permit that will allow removal of debris and gravel
- Hire contractor to remove debris and gravel from Scotts Creek to reduce impact of flooding
- Use grant funds to contract with hydrologist and determine how to reduce impacts of flooding due to an inadequate culvert on private levee in Scotts Valley

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 204 : Flood-Zone #4

Budget Unit: 8104 : Watershed, Flood-Zone #4

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	2,870	12,000	0	0	12,000
10-20 Property Taxes-Current Unsecured	200	400	0	0	400
10-25 Property Taxes-Supp 813-Current	15	15	0	0	15
10-35 Property Taxes-Supp 813-Prior	15	15	0	0	15
10-40 Property Taxes-Prior Unsecured	5	5	0	0	5
42-01 Revenue from Use of Money-Interest	850	2,073	0	0	2,073
54-60 State Aid-HOPTR	104	104	0	0	104
Revenue - Summary	4,059	14,612	0	0	14,612
Expense					
18-00 Maint-Bldgs & Imprvmnts-	10,383	25,000	0	(25,000)	0
23-80 Prof & Specialized Svcs-Professional & Specialize	0	0	0	25,000	25,000
23-81 Prof & Specialized Svcs-Engineering In-House	0	3,000	0	0	3,000
23-90 Prof & Specialized Svcs-Administrative Services	5,000	0	0	0	0
23-91 Prof & Specialized Svcs-Intra-Div Services	5,578	27,408	0	0	27,408
Expense - Summary	20,961	55,408	0	0	55,408
NET COST	16,902	40,796	0	0	40,796

WATER RESOURCES

SCOTT DE LEON, 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 operation and maintenance 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.

ACCOMPLISHMENTS IN FY 2018-19

- Cleared vegetation from Kelsey Creek.

GOALS IN FY 2019-20

- Operate the detention structure in a manner consistent with groundwater recharge and hitch protection.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 205 : Flood-Zone #5

Budget Unit: 8105 : Watershed, Flood-Zone #5

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	4,775	11,000	0	0	11,000
10-20 Property Taxes-Current Unsecured	150	400	0	0	400
10-25 Property Taxes-Supp 813-Current	5	30	0	0	30
10-35 Property Taxes-Supp 813-Prior	10	10	0	0	10
10-40 Property Taxes-Prior Unsecured	5	5	0	0	5
42-01 Revenue from Use of Money-Interest	90	300	0	0	300
54-60 State Aid-HOPTR	85	90	0	0	90
79-90 Other-Miscellaneous	0	2,000	0	0	2,000
Revenue - Summary	5,120	13,835	0	0	13,835
Expense					
18-00 Maint-Bldgs & Imprvmnts-	10,398	5,000	0	0	5,000
23-90 Prof & Specialized Svcs-Administrative Services	6,740	0	0	0	0
23-91 Prof & Specialized Svcs-Intra-Div Services	9,877	3,935	0	0	3,935
28-30 Special Departmental Exp-Supplies & Services	5,750	7,058	0	0	7,058
30-00 Utilities-	150	150	0	0	150
48-00 Taxes & Assessments-	45	45	0	0	45
80-80 Other Financing Uses-Interfund Reimbursements	(7,000)	0	0	0	0
90-91 Transfers & Contingencies-Contingencies	1,000	0	0	0	0
Expense - Summary	26,960	16,188	0	0	16,188
NET COST	21,840	2,353	0	0	2,353

WATER RESOURCES

SCOTT DE LEON, Director



BU 8107 – Water Resources (Fund 207)

DEPARTMENT OVERVIEW

This budget unit supports fiscal monitoring and the development of personnel, policies and procedures and daily office expenses. Eight full-time positions, two extra help positions and 12 Quagga Mussel Program ramp monitors support departmental programs such as Lakebed Management, levee maintenance, floodplain administration, groundwater and storm water management and the Quagga Mussel Prevention Program.

Current needs exceed allocated staffing. Three fulltime positions are being requested as part of the 2019-2020 budget packet.

ACCOMPLISHMENTS IN FY 2018-19

- Hired a Program Coordinator

GOALS IN FY 2019-20

- Hire a technician to increase presence on the lake to help remove debris, update lakebed structure inventory and ensure compliance with the Lakebed Management Ordinance
- Hire a Storm Water Coordinator to ensure compliance with state mandated Storm Water and TMDL requirements
- Hire a Deputy Director to supervise daily activities for all programs
- Plan for succession of retiring Senior Technician
- Provide training to develop staff

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Propose to hire three new positions for an increase in expenses of \$264,407

Department Revenue and Expenses

Fund: 207 : Water Resources Admin

Budget Unit: 8107 : Watershed, Administration

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	2,100	1,800	0	0	1,800
55-40 Other Federal-Disaster Relief	0	4,451	0	0	4,451
66-10 Charges for Services-Planning & Engineering	0	250	0	0	250
66-50 Charges for Services-Auditing & Accounting	856,013	1,092,486	0	0	1,092,486
Revenue - Summary	858,113	1,098,987	0	0	1,098,987
Expense					
01-11 Salaries & Wages-Permanent	453,445	651,185	0	(13,000)	638,185
01-12 Salaries & Wages-Extra Help	21,159	25,677	0	0	25,677
01-13 Salaries & Wages-OT, Holiday, Stby	1,000	5,000	0	0	5,000
01-14 Salaries & Wages-Other, Term	3,500	3,500	0	13,000	16,500
02-21 Retirement Contributions-FICA	35,798	52,614	0	0	52,614
02-22 Retirement Contributions-PERS	72,855	123,138	0	0	123,138
03-30 Insurance-Health/Life	71,345	107,606	0	0	107,606
03-31 Insurance-Unemployment	1,187	4,738	0	0	4,738
03-32 Insurance-Opt Out	2,400	2,400	0	0	2,400
04-00 Worker's Compensation-	2,968	1,738	0	0	1,738
12-00 Communications-	4,130	3,350	0	0	3,350
15-12 Insurance-Public Liability	11,491	13,109	0	0	13,109
15-13 Insurance-Fire & Allied Cvrgrs	114	119	0	0	119
17-00 Maintenance-Equipment-	5,600	5,150	0	0	5,150
18-00 Maint-Bldgs & Imprvmnts-	500	500	0	0	500
20-00 Memberships-	1,500	1,500	0	0	1,500
22-70 Office Expense-Supplies	5,000	6,750	0	0	6,750
22-71 Office Expense-Postage	1,000	900	0	0	900
23-80 Prof & Specialized Svcs-Professional & Specialize	10,040	9,050	0	0	9,050
23-90 Prof & Specialized Svcs-Administrative Services	25,477	32,283	0	0	32,283
24-00 Publications & Legal Ntcs-	0	0	0	1,000	1,000
28-30 Special Departmental Exp-Supplies	6,522	9,980	0	0	9,980

Department Revenue and Expenses

Fund: 207 : Water Resources Admin

Budget Unit: 8107 : Watershed, Administration

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
& Services					
29-50 Transportation & Travel- Transportation & Travel	850	350	0	0	350
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	27,650	24,650	0	0	24,650
38-00 Inventory Items-	3,700	13,700	0	(1,000)	12,700
Expense - Summary	769,231	1,098,987	0	0	1,098,987
NET COST	(88,882)	0	0	0	0

WATER RESOURCES

SCOTT DE LEON, 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 and gravel removal and maintaining levee roads. The work is accomplished by Water Resources, Public Works, private contractors and Cal-Fire 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 2020 and beyond.

ACCOMPLISHMENTS IN FY 2018-19

- Levee mowing and vegetation removal
- Repair and stabilization of levee patrol road via a California Department of Water Resources grant
- Secured funding for and began Levee Feasibility Project
- Began culvert inspection project

GOALS IN FY 2019-20

- Complete culvert inspection project
- Remove excess gravel from levee channel
- Levee maintenance (mowing, pest control, vegetation control)
- Address state and federal inspection findings

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

A \$120,000 contribution is necessary from BU 8109 to maintain flood control activities in this budget unit.

Department Revenue and Expenses

Fund: 208 : Flood-Upr Middle Cr Basin

Budget Unit: 8108 : Watershed, Upper Middle Creek Basin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-30 Property Taxes-Prior Secured	2,500	2,186	0	0	2,186
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	766	500	0	0	500
42-01 Revenue from Use of Money-Interest	1,450	1,685	0	0	1,685
54-40 State Aid-Disaster Relief	0	35,000	0	0	35,000
54-90 State Aid-Other	545,500	558,446	0	0	558,446
66-40 Charges for Services-Assess & Tax Collection	68,000	72,000	0	0	72,000
81-22 Operating Transfers-In	13,500	120,000	0	0	120,000
Revenue - Summary	631,716	789,817	0	0	789,817
Expense					
14-00 Household Expense-	0	0	0	500	500
18-00 Maint-Bldgs & Imprvmnts-	116,897	216,759	0	(216,759)	0
23-80 Prof & Specialized Svcs-Professional & Specialize	457,000	467,163	0	205,759	672,922
23-81 Prof & Specialized Svcs-Engineering In-House	0	3,000	0	(500)	2,500
23-90 Prof & Specialized Svcs-Administrative Services	10,000	0	0	0	0
23-91 Prof & Specialized Svcs-Intra-Div Services	101,216	101,895	0	0	101,895
28-30 Special Departmental Exp-Supplies & Services	0	0	0	11,000	11,000
90-91 Transfers & Contingencies-Contingencies	2,000	1,000	0	0	1,000
Expense - Summary	687,113	789,817	0	0	789,817
NET COST	55,397	0	0	0	0

WATER RESOURCES

SCOTT DE LEON, 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 100-yr flood event protection, Highland Springs Recreation Area, and the Clean Water Program.

The WPD supports engineering and technical assistance for draining and flood mitigation projects including permit and project review. 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, and groundwater management and monitoring.

ACCOMPLISHMENTS IN FY 2018-19

- Continued outreach and ramp monitoring activities under Quagga Mussel Grant C17Q0807
- Inspected 83 vessels, and decontaminated 29 boats
- Salvaged 6 sunken or abandoned boats through the Save-18 Grant
- Removed red-tagged mobile home at Highland Springs park
- Acquired grant-funded oil spill response trailer and received staff training on equipment
- Reestablished Clean Water Program with cities of Clearlake and Lakeport
- Performed and coordinated with other agencies on post-fire stormwater monitoring
- Applied for a grant for new ADA compliant bathrooms at Highland Springs Recreation Area

GOALS IN FY 2019-20

- Apply for quagga grants to continue ramp monitor program
- Continue to educate the public about invasive species through the quagga program
- Investigate and report to the Board on options for hunting at HSRA

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Potential for a \$460,000 increase if the Highland Springs Recreation Area grant is awarded from California Department of Boating and Waterways

Department Revenue and Expenses

Fund: 200 : Watershed Protection Dist

Budget Unit: 8109 : Watershed, Watershed Protection Dist

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	504,000	700,000	0	0	700,000
10-20 Property Taxes-Current Unsecured	15,000	33,000	0	0	33,000
10-25 Property Taxes-Supp 813-Current	1,800	5,000	0	0	5,000
10-35 Property Taxes-Supp 813-Prior	1,343	1,000	0	0	1,000
10-40 Property Taxes-Prior Unsecured	500	500	0	0	500
10-70 Other Taxes-Timber Yield	500	400	0	0	400
21-60 Permits-Other	200,250	260,500	0	0	260,500
31-82 Fines, Forfeit, Penalties-Criminal Fines	1,500	800	0	0	800
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	5	26	0	0	26
42-01 Revenue from Use of Money-Interest	8,000	12,000	0	0	12,000
42-10 Rents & Concessions-Rents & Concessions	36,900	40,000	0	0	40,000
54-40 State Aid-Disaster Relief	0	7,500,000	(7,500,000)	0	0
54-60 State Aid-HOPTR	3,850	7,000	0	0	7,000
54-90 State Aid-Other	5,564,057	1,484,162	7,500,000	413,662	8,570,500
66-10 Charges for Services-Planning & Engineering	60	2,400	0	0	2,400
79-90 Other-Miscellaneous	8,000	0	0	0	0
81-23 Operating Transfers-Out	(13,500)	(140,000)	0	0	(140,000)
Revenue - Summary	6,332,265	9,906,788	0	(413,662)	9,493,126

Expense

01-11 Salaries & Wages-Permanent	9,000	9,000	0	0	9,000
01-12 Salaries & Wages-Extra Help	219,399	233,487	0	0	233,487
02-21 Retirement Contributions-FICA	6,722	7,109	0	0	7,109
03-31 Insurance-Unemployment	638	674	0	0	674
04-00 Worker's Compensation-	3,744	7,793	0	0	7,793
11-00 Clothing & Personal Suppl-	0	0	0	1,500	1,500
14-00 Household Expense-	2,500	3,500	0	0	3,500
17-00 Maintenance-Equipment-	20,200	10,000	0	0	10,000
18-00 Maint-Bldgs & Imprvmts-	26,000	15,000	0	0	15,000

Department Revenue and Expenses

Fund: 200 : Watershed Protection Dist

Budget Unit: 8109 : Watershed, Watershed Protection Dist

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
20-00 Memberships-	1,270	1,270	0	0	1,270
22-71 Office Expense-Postage	0	250	0	0	250
23-80 Prof & Specialized Svcs- Professional & Specialize	771,534	1,294,929	0	18,500	1,313,429
23-81 Prof & Specialized Svcs- Engineering In-House	7,000	2,500	0	0	2,500
23-90 Prof & Specialized Svcs- Administrative Services	16,000	17,914	0	0	17,914
23-91 Prof & Specialized Svcs-Intra-Div Services	487,794	746,397	0	(10,000)	736,397
24-00 Publications & Legal Ntcs-	1,600	500	0	0	500
27-00 Small Tools & Instruments-	2,500	2,500	0	0	2,500
28-30 Special Departmental Exp-Supplies & Services	36,200	29,350	0	10,000	39,350
29-50 Transportation & Travel- Transportation & Travel	11,750	10,000	0	0	10,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	500	500	0	0	500
30-00 Utilities-	6,000	6,000	0	0	6,000
38-00 Inventory Items-	10,200	5,000	0	0	5,000
53-48 Other Charges-Water Quality Improvement	235,260	803,462	0	(433,662)	369,800
60-00 Cap. Fixed Asset-Land-	5,000,000	7,500,000	0	0	7,500,000
62-74 Cap. FA-Equipment-Other	33,000	0	0	0	0
Expense - Summary	6,908,811	10,707,135	0	(413,662)	10,293,473
NET COST	576,546	800,347	0	0	800,347

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8210, 8211, 8212, 8213, 8216, 8217,
8218, 8219, 8461 – Lighting Districts
(Funds 210-219, 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 2018-19

- Continued re-installation of streetlights as new construction dictated post Valley Fire in Anderson Springs
- PGE Lighting Bill Consolidation

GOALS IN FY 2019-20

- Continued installation of streetlights within the Anderson Springs district as new homes are built
- Expansion of Clearlake Oaks Lighting District boundaries
- Rate Increase for Kelseyville Lighting District

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 210 : Anderson Springs Lighting

Budget Unit: 8210 : Street Lighting, Anderson Springs Lighting

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	2,558	2,550	0	0	2,550
10-20 Property Taxes-Current Unsecured	66	68	0	0	68
10-25 Property Taxes-Supp 813-Current	25	25	0	0	25
10-30 Property Taxes-Prior Secured	108	220	0	0	220
10-35 Property Taxes-Supp 813-Prior	8	6	0	0	6
10-40 Property Taxes-Prior Unsecured	4	4	0	0	4
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	38	30	0	0	30
42-01 Revenue from Use of Money-Interest	0	300	0	0	300
54-60 State Aid-HOPTR	31	30	0	0	30
66-40 Charges for Services-Assess & Tax Collection	2,550	2,550	0	0	2,550
Revenue - Summary	5,388	5,783	0	0	5,783
Expense					
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	875	710	0	0	710
23-90 Prof & Specialized Svcs-Administrative Services	386	331	0	0	331
30-00 Utilities-	1,980	2,290	0	0	2,290
Expense - Summary	3,241	3,331	0	0	3,331
NET COST	(2,147)	(2,452)	0	0	(2,452)

Department Revenue and Expenses

Fund: 211 : Clearlake Oaks Lighting

Budget Unit: 8211 : Street Lighting, Clearlake Oaks Lighting

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	1,000	1,515	0	0	1,515
10-20 Property Taxes-Current Unsecured	25	42	0	0	42
10-25 Property Taxes-Supp 813-Current	5	13	0	0	13
10-35 Property Taxes-Supp 813-Prior	2	12	0	0	12
10-40 Property Taxes-Prior Unsecured	1	8	0	0	8
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	1	6	0	0	6
42-01 Revenue from Use of Money-Interest	19	28	0	0	28
54-60 State Aid-HOPTR	14	23	0	0	23
Revenue - Summary	1,067	1,647	0	0	1,647
Expense					
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	125	128	0	0	128
23-90 Prof & Specialized Svcs-Administrative Services	129	110	0	0	110
30-00 Utilities-	1,280	1,200	0	0	1,200
Expense - Summary	1,534	1,438	0	0	1,438
NET COST	467	(209)	0	0	(209)

Department Revenue and Expenses

Fund: 212 : Glenhaven Lighting
 Budget Unit: 8212 : Street Lighting, Glenhaven Lighting

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	4,545	4,840	0	0	4,840
10-20 Property Taxes-Current Unsecured	146	172	0	0	172
10-25 Property Taxes-Supp 813-Current	30	30	0	0	30
10-35 Property Taxes-Supp 813-Prior	15	15	0	0	15
10-40 Property Taxes-Prior Unsecured	6	6	0	0	6
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	1	1	0	0	1
42-01 Revenue from Use of Money-Interest	280	278	0	0	278
54-60 State Aid-HOPTR	81	81	0	0	81
Revenue - Summary	5,104	5,423	0	0	5,423
Expense					
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	674	680	0	0	680
23-90 Prof & Specialized Svcs-Administrative Services	695	596	0	0	596
30-00 Utilities-	3,986	3,990	0	0	3,990
Expense - Summary	5,355	5,266	0	0	5,266
NET COST	251	(157)	0	0	(157)

Department Revenue and Expenses

Fund: 213 : Kelseyville Lighting

Budget Unit: 8213 : Street Lighting, Kelseyville Lighting

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	13,580	14,440	0	0	14,440
10-20 Property Taxes-Current Unsecured	282	638	0	0	638
10-25 Property Taxes-Supp 813-Current	20	88	0	0	88
10-35 Property Taxes-Supp 813-Prior	18	66	0	0	66
10-40 Property Taxes-Prior Unsecured	9	15	0	0	15
42-01 Revenue from Use of Money-Interest	65	72	0	0	72
54-60 State Aid-HOPTR	154	156	0	0	156
Revenue - Summary	14,128	15,475	0	0	15,475
Expense					
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	1,672	0	0	0	0
23-90 Prof & Specialized Svcs-Administrative Services	1,160	1,920	0	0	1,920
30-00 Utilities-	14,900	14,242	0	0	14,242
Expense - Summary	17,732	16,162	0	0	16,162
NET COST	3,604	687	0	0	687

Department Revenue and Expenses

Fund: 216 : Lower Lake Lighting

Budget Unit: 8216 : Street Lighting, Lower Lake Lighting

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	14,500	15,200	0	0	15,200
10-20 Property Taxes-Current Unsecured	345	350	0	0	350
10-25 Property Taxes-Supp 813-Current	55	57	0	0	57
10-35 Property Taxes-Supp 813-Prior	24	35	0	0	35
10-40 Property Taxes-Prior Unsecured	10	12	0	0	12
42-01 Revenue from Use of Money-Interest	150	290	0	0	290
54-60 State Aid-HOPTR	189	199	0	0	199
Revenue - Summary	15,273	16,143	0	0	16,143
Expense					
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	2,147	2,189	0	0	2,189
23-90 Prof & Specialized Svcs-Administrative Services	2,216	1,898	0	0	1,898
30-00 Utilities-	11,200	10,900	0	0	10,900
Expense - Summary	15,563	14,987	0	0	14,987
NET COST	290	(1,156)	0	0	(1,156)

Department Revenue and Expenses

Fund: 217 : Lucerne Lighting

Budget Unit: 8217 : Street Lighting, Lucerne Lighting

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	21,500	21,900	0	0	21,900
10-20 Property Taxes-Current Unsecured	650	742	0	0	742
10-25 Property Taxes-Supp 813-Current	128	130	0	0	130
10-35 Property Taxes-Supp 813-Prior	72	73	0	0	73
10-40 Property Taxes-Prior Unsecured	20	28	0	0	28
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	10	5	0	0	5
42-01 Revenue from Use of Money-Interest	640	880	0	0	880
54-60 State Aid-HOPTR	388	379	0	0	379
Revenue - Summary	23,408	24,137	0	0	24,137
Expense					
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	2,946	3,498	0	0	3,498
23-90 Prof & Specialized Svcs-Administrative Services	3,041	2,604	0	0	2,604
30-00 Utilities-	20,880	18,800	0	0	18,800
Expense - Summary	26,867	24,902	0	0	24,902
NET COST	3,459	765	0	0	765

Department Revenue and Expenses

Fund: 218 : Middletown Lighting

Budget Unit: 8218 : Street Lighting, Middletown Lighting

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	12,400	12,800	0	0	12,800
10-20 Property Taxes-Current Unsecured	535	560	0	0	560
10-25 Property Taxes-Supp 813-Current	45	48	0	0	48
10-35 Property Taxes-Supp 813-Prior	20	26	0	0	26
10-40 Property Taxes-Prior Unsecured	10	11	0	0	11
42-01 Revenue from Use of Money-Interest	225	228	0	0	228
54-60 State Aid-HOPTR	146	144	0	0	144
Revenue - Summary	13,381	13,817	0	0	13,817
Expense					
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	1,698	1,742	0	0	1,742
23-90 Prof & Specialized Svcs-Administrative Services	1,752	1,501	0	0	1,501
30-00 Utilities-	11,101	10,300	0	0	10,300
Expense - Summary	14,551	13,543	0	0	13,543
NET COST	1,170	(274)	0	0	(274)

Department Revenue and Expenses

Fund: 219 : Upper Lake Lighting

Budget Unit: 8219 : Street Lighting, Upper Lake Lighting

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	10,880	11,100	0	0	11,100
10-20 Property Taxes-Current Unsecured	350	386	0	0	386
10-25 Property Taxes-Supp 813-Current	50	71	0	0	71
10-35 Property Taxes-Supp 813-Prior	40	42	0	0	42
10-40 Property Taxes-Prior Unsecured	14	18	0	0	18
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	5	10	0	0	10
42-01 Revenue from Use of Money-Interest	990	1,010	0	0	1,010
54-60 State Aid-HOPTR	190	196	0	0	196
Revenue - Summary	12,519	12,833	0	0	12,833
Expense					
18-00 Maint-Bldgs & Imprvmnts-	1,750	1,900	0	0	1,900
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	999	1,368	0	0	1,368
23-90 Prof & Specialized Svcs-Administrative Services	1,031	883	0	0	883
30-00 Utilities-	7,300	7,300	0	0	7,300
Expense - Summary	11,080	11,451	0	0	11,451
NET COST	(1,439)	(1,382)	0	0	(1,382)

Department Revenue and Expenses

Fund: 261 : CSA #1-Clearlake Keys

Budget Unit: 8461 : Public Ways & Facilities, CSA #1-Clearlake Keys

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	10,865	10,880	0	0	10,880
10-20 Property Taxes-Current Unsecured	240	249	0	0	249
10-25 Property Taxes-Supp 813-Current	40	46	0	0	46
10-35 Property Taxes-Supp 813-Prior	15	18	0	0	18
10-40 Property Taxes-Prior Unsecured	6	7	0	0	7
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	96	56	0	0	56
42-01 Revenue from Use of Money-Interest	525	737	0	0	737
54-60 State Aid-HOPTR	135	141	0	0	141
66-40 Charges for Services-Assess & Tax Collection	9,650	9,743	0	0	9,743
Revenue - Summary	21,572	21,877	0	0	21,877
Expense					
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	2,771	3,475	0	0	3,475
23-90 Prof & Specialized Svcs-Administrative Services	2,861	2,449	0	0	2,449
30-00 Utilities-	16,650	16,322	0	0	16,322
Expense - Summary	22,282	22,246	0	0	22,246
NET COST	710	369	0	0	369

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 2018-19

- 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 2019-20

- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 251 : Lands End

Budget Unit: 8351 : H & S Utilities, Lands End

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	350	800	0	0	800
66-50 Charges for Services-Auditing & Accounting	100	96	0	0	96
70-40 Sewer-Sales and Service	168,450	170,412	0	0	170,412
70-46 Sewer-Delinquent Sewer	1,000	2,566	0	0	2,566
70-51 Sewer-Special Assmt-Cap Imp	14,000	14,887	0	0	14,887
Revenue - Summary	183,900	188,761	0	0	188,761
Expense					
12-00 Communications-	2,340	2,336	0	0	2,336
17-00 Maintenance-Equipment-	1,000	500	0	0	500
18-00 Maint-Bldgs & Imprvmnts-	1,500	500	0	0	500
23-77 Prof & Specialized Svcs-Labor-In House	13,100	21,576	0	0	21,576
23-80 Prof & Specialized Svcs-Professional & Specialize	170,819	135,000	0	0	135,000
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	24,646	15,543	0	0	15,543
23-90 Prof & Specialized Svcs-Administrative Services	277	107	0	0	107
30-00 Utilities-	5,904	6,000	0	0	6,000
Expense - Summary	219,586	181,562	0	0	181,562
NET COST	35,686	(7,199)	0	0	(7,199)

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 2018-19

- 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 2019-20

- 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.
- Continue to promote awareness, protection and conservation of our natural resources & environment.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 252 : Corinthian Bay

Budget Unit: 8352 : H & S Utilities, Corinthian Bay

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	250	310	0	0	310
66-50 Charges for Services-Auditing & Accounting	120	277	0	0	277
70-40 Sewer-Sales and Service	19,000	20,886	0	0	20,886
Revenue - Summary	19,370	21,473	0	0	21,473
Expense					
12-00 Communications-	1,000	497	0	0	497
17-00 Maintenance-Equipment-	1,000	500	0	0	500
18-00 Maint-Bldgs & Imprvmnts-	1,000	500	0	0	500
23-77 Prof & Specialized Svcs-Labor-In House	11,380	11,380	0	0	11,380
23-80 Prof & Specialized Svcs-Professional & Specialize	8,660	5,000	0	0	5,000
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	7,872	361	0	0	361
23-90 Prof & Specialized Svcs-Administrative Services	384	149	0	0	149
30-00 Utilities-	4,026	2,000	0	0	2,000
Expense - Summary	35,322	20,387	0	0	20,387
NET COST	15,952	(1,086)	0	0	(1,086)

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8353 – Middletown Sewer (Fund 253)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Completion of Caltrans Force Main Relocation Project
- Treatment Pond Liner inspection and repair
- Preliminary Design For Treatment Plant upgrades
- Funding application submitted for Treatment Plant upgrades

GOALS IN FY 2019-20

- \$5MM Treatment Plant Improvement Grant Funded Project
- Cost of Service Analysis and Rate Increase
- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 253 : Middletown Sewer

Budget Unit: 8353 : H & S Utilities, Middletown Sewer

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	1,802	2,532	0	0	2,532
42-01 Revenue from Use of Money-Interest	5,805	7,201	0	0	7,201
54-40 State Aid-Disaster Relief	0	52,000	0	0	52,000
54-90 State Aid-Other	306,580	5,000,000	0	(94,128)	5,094,128
55-40 Other Federal-Disaster Relief	0	180,000	0	0	180,000
66-50 Charges for Services-Auditing & Accounting	1,162	1,500	0	0	1,500
70-40 Sewer-Sales and Service	132,669	140,878	0	0	140,878
70-42 Sewer-Capacity Expansion Fee	32,280	0	0	0	0
70-43 Sewer-Connection Fee	0	6,500	0	0	6,500
70-46 Sewer-Delinquent Sewer	5,050	5,050	0	0	5,050
79-91 Other-Cancelled Checks	0	150	0	0	150
Revenue - Summary	485,348	5,395,811	0	94,128	5,489,939
Expense					
12-00 Communications-	2,131	2,003	0	0	2,003
17-00 Maintenance-Equipment-	26,660	32,045	0	0	32,045
18-00 Maint-Bldgs & Imprvmnts-	14,920	67,137	0	0	67,137
23-77 Prof & Specialized Svcs-Labor-In House	43,987	43,987	0	0	43,987
23-80 Prof & Specialized Svcs-Professional & Specialize	33,400	33,533	0	0	33,533
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	83,777	80,522	0	0	80,522
23-90 Prof & Specialized Svcs-Administrative Services	2,512	972	0	0	972
28-30 Special Departmental Exp-Supplies & Services	42,192	52,000	0	0	52,000
30-00 Utilities-	53,500	62,000	0	0	62,000
48-00 Taxes & Assessments-	6	9	0	0	9
62-74 Cap. FA-Equipment-Other	73,500	0	0	0	0
63-05 Construction in Progress-Sewer Systems	306,580	5,000,000	0	0	5,000,000
Expense - Summary	683,165	5,374,208	0	0	5,374,208

Department Revenue and Expenses

Fund: 253 : Middletown Sewer

Budget Unit: 8353 : H & S Utilities, Middletown Sewer

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
NET COST	197,817	(21,603)	0	(94,128)	(115,731)

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8354 – Lake County Sanitation District SE Regional System (Fund 254)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Inspect sewer mains
- Inspect for Inflow and Infiltration
- Repave plant access road
- Manhole Inserts to prevent Inflow & Infiltration

GOALS IN FY 2019-20

- Line cleaning, inspections and repairs to reduce Inflow & Infiltration
- Asset Management System
- Purchase Relining Machine for repair of collection lines
- Upgrade Jet nozzle to video capabilities for line inspections

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 254 : LACOSAN SE Regional Sys

Budget Unit: 8354 : H & S Utilities, LACOSAN SE Regional Sys

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	72,686	73,650	0	0	73,650
42-01 Revenue from Use of Money-Interest	28,487	28,900	0	0	28,900
54-40 State Aid-Disaster Relief	0	25,000	0	0	25,000
55-40 Other Federal-Disaster Relief	0	100,000	0	0	100,000
66-50 Charges for Services-Auditing & Accounting	25,645	25,800	0	0	25,800
70-40 Sewer-Sales and Service	2,425,440	2,455,500	0	0	2,455,500
70-42 Sewer-Capacity Expansion Fee	0	10,220	0	0	10,220
70-44 Sewer-Other Agencies Septic	145,123	130,000	0	0	130,000
70-46 Sewer-Delinquent Sewer	365,456	390,420	0	0	390,420
70-51 Sewer-Special Assmt-Cap Imp	345,110	350,112	0	0	350,112
70-90 Sewer-Other Contributions	0	752,343	0	0	752,343
71-90 Water-Other Contributions	805,516	500	0	0	500
Revenue - Summary	4,213,463	4,342,445	0	0	4,342,445

Expense

12-00 Communications-	26,370	34,590	0	0	34,590
14-00 Household Expense-	13,400	13,400	0	0	13,400
15-13 Insurance-Fire & Allied Cvrgrs	12,818	18,743	0	0	18,743
17-00 Maintenance-Equipment-	598,549	598,549	0	0	598,549
18-00 Maint-Bldgs & Imprvmnts-	400,724	388,360	0	0	388,360
20-00 Memberships-	10,100	10,100	0	0	10,100
23-77 Prof & Specialized Svcs-Labor-In House	787,905	1,027,828	0	0	1,027,828
23-79 Prof & Specialized Svcs-Projects-Outside	10,120	10,120	0	0	10,120
23-80 Prof & Specialized Svcs-Professional & Specialize	458,728	478,193	0	0	478,193
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	914,102	915,469	0	0	915,469
23-90 Prof & Specialized Svcs-Administrative Services	33,021	12,779	0	0	12,779
25-00 Rents & Leases-Equipment-	10,000	10,000	0	0	10,000
27-00 Small Tools & Instruments-	11,700	7,000	0	0	7,000

Department Revenue and Expenses

Fund: 254 : LACOSAN SE Regional Sys

Budget Unit: 8354 : H & S Utilities, LACOSAN SE Regional Sys

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
28-30 Special Departmental Exp-Supplies & Services	411,705	409,205	0	0	409,205
30-00 Utilities-	766,634	766,934	0	0	766,934
38-00 Inventory Items-	8,000	3,200	0	0	3,200
48-00 Taxes & Assessments-	165	172	0	0	172
61-60 Cap. FA-Bldgs & Imp-Current	246,000	74,500	0	0	74,500
62-72 Cap. FA-Equipment-Autos & Light Trucks	65,000	0	0	0	0
62-73 Cap. FA-Equipment-Shop	56,000	105,000	0	0	105,000
62-74 Cap. FA-Equipment-Other	855,629	27,000	0	0	27,000
Expense - Summary	5,696,670	4,911,142	0	0	4,911,142
NET COST	1,483,207	568,697	0	0	568,697

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8355 – Lake County Sanitation District NW Regional System (Fund 255)

DEPARTMENT OVERVIEW

This budget 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 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

GOALS IN FY 2019-20

- Repair pavement to treatment plant roads
- Install structures to cover and protect assets
- Upgrade generators and pumps

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 255 : LACOSAN NW Regional Sys

Budget Unit: 8355 : H & S Utilities, LACOSAN NW Regional Sys

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	21,808	22,048	0	0	22,048
42-01 Revenue from Use of Money-Interest	4,345	3,867	0	0	3,867
54-40 State Aid-Disaster Relief	0	100,000	0	0	100,000
55-40 Other Federal-Disaster Relief	0	25,000	0	0	25,000
66-50 Charges for Services-Auditing & Accounting	12,260	11,804	0	0	11,804
70-40 Sewer-Sales and Service	1,853,456	1,880,197	0	0	1,880,197
70-42 Sewer-Capacity Expansion Fee	26,170	56,451	0	0	56,451
70-44 Sewer-Other Agencies Septic	115,220	111,332	0	0	111,332
70-46 Sewer-Delinquent Sewer	152,443	147,818	0	0	147,818
79-91 Other-Cancelled Checks	5,000	165	0	0	165
Revenue - Summary	2,190,702	2,358,682	0	0	2,358,682

Expense

11-00 Clothing & Personal Suppl-	4,000	6,000	0	0	6,000
12-00 Communications-	12,804	9,340	0	0	9,340
14-00 Household Expense-	5,100	5,100	0	0	5,100
15-13 Insurance-Fire & Allied Cvrgrs	1,585	1,180	0	0	1,180
17-00 Maintenance-Equipment-	122,095	100,000	0	0	100,000
18-00 Maint-Bldgs & Imprvmnts-	70,450	70,350	0	0	70,350
19-40 Medical Expense-Medical Supplies	250	250	0	0	250
20-00 Memberships-	4,700	4,700	0	0	4,700
23-77 Prof & Specialized Svcs-Labor-In House	410,880	385,582	0	0	385,582
23-80 Prof & Specialized Svcs-Professional & Specialize	135,262	191,974	0	0	191,974
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	491,851	411,171	0	0	411,171
23-90 Prof & Specialized Svcs-Administrative Services	15,800	6,115	0	0	6,115
26-00 Rents & Leases-Bldg & Imp-	5,450	5,754	0	0	5,754
27-00 Small Tools & Instruments-	7,000	7,000	0	0	7,000
28-30 Special Departmental Exp-Supplies & Services	287,774	287,774	0	0	287,774

Department Revenue and Expenses

Fund: 255 : LACOSAN NW Regional Sys

Budget Unit: 8355 : H & S Utilities, LACOSAN NW Regional Sys

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
30-00 Utilities-	759,553	759,553	0	0	759,553
38-00 Inventory Items-	500	0	0	0	0
48-00 Taxes & Assessments-	417	430	0	0	430
61-60 Cap. FA-Bldgs & Imp-Current	0	185,500	0	0	185,500
62-72 Cap. FA-Equipment-Autos & Light Trucks	0	60,000	0	0	60,000
62-73 Cap. FA-Equipment-Shop	0	165,000	0	0	165,000
62-74 Cap. FA-Equipment-Other	213,400	7,500	0	0	7,500
Expense - Summary	2,548,871	2,670,273	0	0	2,670,273
NET COST	358,169	311,591	0	0	311,591

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 2018-19

- Completed installation of collection system and all laterals
- Secure funding notice for on-site work
- Complete bid docs for onsite work and select contractor

GOALS IN FY 2019-20

- Completion of Sewer Project and Initiation of Customer Billing
- Close funding applications.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 256 : Anderson Springs Sewer

Budget Unit: 8356 : H & S Utilities, Anderson Springs Sewer

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	295	300	0	0	300
54-90 State Aid-Other	6,884,422	2,261,958	0	0	2,261,958
56-01 Other Federal-Other	3,117,395	225,348	0	132,496	92,852
70-40 Sewer-Sales and Service	0	27,118	0	0	27,118
Revenue - Summary	10,002,112	2,514,724	0	(132,496)	2,382,228
Expense					
11-00 Clothing & Personal Suppl-	0	100	0	0	100
12-00 Communications-	0	300	0	0	300
14-00 Household Expense-	0	200	0	0	200
17-00 Maintenance-Equipment-	0	500	0	0	500
18-00 Maint-Bldgs & Imprvmnts-	0	1,000	0	0	1,000
23-77 Prof & Specialized Svcs-Labor-In House	0	20,000	0	0	20,000
23-80 Prof & Specialized Svcs-Professional & Specialize	0	1,800	0	0	1,800
27-00 Small Tools & Instruments-	0	200	0	0	200
28-30 Special Departmental Exp-Supplies & Services	0	1,000	0	0	1,000
30-00 Utilities-	0	10,000	0	0	10,000
63-05 Construction in Progress-Sewer Systems	10,050,072	2,487,306	0	0	2,487,306
Expense - Summary	10,050,072	2,522,406	0	0	2,522,406
NET COST	47,960	7,682	0	132,496	140,178

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8460 – Spring Valley Campground (Fund 260)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Maintained facilities and grounds to promote public safety and enjoyment.

GOALS IN FY 2019-20

- Continue to maintain grounds and facilities.
- Attempt to reduce vandalism.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 260 : CSA #2-Spr Valley Cmpgrnd

Budget Unit: 8460 : Public Ways & Facilities, CSA #2-Spr Valley Cmpgrnd

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	205	212	0	0	212
66-50 Charges for Services-Auditing & Accounting	360	362	0	0	362
69-02 Other Current Services-Park and Recreation Fees	16,300	16,800	0	0	16,800
Revenue - Summary	16,865	17,374	0	0	17,374
Expense					
14-00 Household Expense-	100	100	0	0	100
15-12 Insurance-Public Liability	1,000	1,000	0	0	1,000
18-00 Maint-Bldgs & Imprvmnts-	6,500	6,500	0	0	6,500
22-70 Office Expense-Supplies	100	100	0	0	100
22-71 Office Expense-Postage	2,100	2,820	0	0	2,820
23-80 Prof & Specialized Svcs-Professional & Specialize	4,100	5,600	0	0	5,600
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	1,800	1,800	0	0	1,800
30-00 Utilities-	950	950	0	0	950
48-00 Taxes & Assessments-	6	8	0	0	8
Expense - Summary	16,656	18,878	0	0	18,878
NET COST	(209)	1,504	0	0	1,504

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 2018-19

- 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 2019-20

- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 262 : CSA #2-Spring Valley

Budget Unit: 8462 : Public Ways & Facilities, CSA #2 Spring Valley

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	110,220	112,412	0	0	112,412
10-20 Property Taxes-Current Unsecured	2,660	2,714	0	0	2,714
10-25 Property Taxes-Supp 813-Current	525	531	0	0	531
10-35 Property Taxes-Supp 813-Prior	192	202	0	0	202
10-40 Property Taxes-Prior Unsecured	72	75	0	0	75
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	1,400	1,215	0	0	1,215
42-01 Revenue from Use of Money-Interest	3,100	3,112	0	0	3,112
54-40 State Aid-Disaster Relief	0	36,880	0	0	36,880
54-60 State Aid-HOPTR	1,350	1,375	0	0	1,375
54-90 State Aid-Other	696,150	400,000	0	0	400,000
55-40 Other Federal-Disaster Relief	0	651,280	0	0	651,280
66-50 Charges for Services-Auditing & Accounting	13,120	13,890	0	0	13,890
71-21 Water-Sales & Svcs Misc	174,100	178,452	0	0	178,452
71-25 Water-Water Collection-Tax Roll	11,120	10,890	0	0	10,890
71-26 Water-Reconnections	4,800	4,930	0	0	4,930
71-51 Water-Special Assmt-Cap Imp	38,000	40,146	0	0	40,146
79-91 Other-Cancelled Checks	0	64	0	0	64
Revenue - Summary	1,056,809	1,458,168	0	0	1,458,168
Expense					
12-00 Communications-	1,968	1,080	0	0	1,080
17-00 Maintenance-Equipment-	13,800	15,328	0	0	15,328
18-00 Maint-Bldgs & Imprvmnts-	33,500	41,235	0	0	41,235
23-77 Prof & Specialized Svcs-Labor-In House	86,000	90,080	0	0	90,080
23-80 Prof & Specialized Svcs-Professional & Specialize	50,318	48,733	0	0	48,733
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	79,646	73,175	0	0	73,175
23-90 Prof & Specialized Svcs-Administrative Services	5,080	4,437	0	0	4,437
28-30 Special Departmental Exp-Supplies & Services	19,008	19,962	0	0	19,962

Department Revenue and Expenses

Fund: 262 : CSA #2-Spring Valley

Budget Unit: 8462 : Public Ways & Facilities, CSA #2 Spring Valley

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
30-00 Utilities-	47,200	50,995	0	0	50,995
48-00 Taxes & Assessments-	90	96	0	0	96
62-74 Cap. FA-Equipment-Other	0	400,000	0	0	400,000
63-02 Construction in Progress-Bridges	696,150	677,280	0	0	677,280
Expense - Summary	1,032,760	1,422,401	0	0	1,422,401
NET COST	(24,049)	(35,767)	0	0	(35,767)

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



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 2018-19

- No significant projects were scheduled for FY 18-19, however crews performed routine road maintenance within the subdivision.

GOALS IN FY 2019-20

- In addition to routine maintenance throughout the year, the Road Division is planning a culvert replacement project for a structure that has failed
- Begin planning for the next pavement preservation project to be completed when funding allows

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

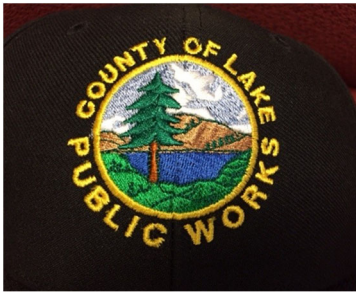
Fund: 263 : CSA #3-Twin Lakes

Budget Unit: 8463 : Public Ways & Facilities, CSA #3-Twin Lakes

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	55,000	55,000	0	0	55,000
10-20 Property Taxes-Current Unsecured	1,100	1,100	0	0	1,100
10-25 Property Taxes-Supp 813-Current	150	350	0	0	350
10-35 Property Taxes-Supp 813-Prior	80	80	0	0	80
10-40 Property Taxes-Prior Unsecured	40	40	0	0	40
42-01 Revenue from Use of Money-Interest	3,000	5,000	0	0	5,000
54-60 State Aid-HOPTR	650	650	0	0	650
Revenue - Summary	60,020	62,220	0	0	62,220
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	25,000	125,000	0	0	125,000
23-85 Prof & Specialized Svcs-DPW Services	3,381	3,151	0	0	3,151
23-90 Prof & Specialized Svcs-Administrative Services	1,225	955	0	0	955
30-00 Utilities-	310	310	0	0	310
Expense - Summary	29,916	129,416	0	0	129,416
NET COST	(30,104)	67,196	0	0	67,196

DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director



BU 8464, 8465, 8468, 8469, 8470, 8471, 8472,
8483 thru 8492 – CSA #23 Benefit Zones

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.

BU 8464 – Gordon Springs	BU 8465 – Stonefield Court
BU 8483 – Oak Tree Court	BU 8484 – Shadow Hill
BU 8485 – Monte Vista	BU 8486 – Piner Court
BU 8487 – Vista Mountain	BU 8488 – Dohnary Ridge
BU 8489 – North Buckingham	BU 8490 – South Buckingham
BU 8491 – Riviera West	BU 8492 – Walnut Vista
BU 8468 – Riviera Heights	BU 8469 – Meadow Estates
BU 8470 – Clearlake Keys	BU 8471 – Orchard Shores
BU 8472 – Chippewa South	

ACCOMPLISHMENTS IN FY 2018-19

- Completed routine maintenance as required in the various subdivisions

GOALS IN FY 2019-20

- Continue to provide maintenance on all roads within the subdivision
- Perform a chip seal operation in the Chippewa South CSA as a pavement preservation action on the relatively new asphalt roads

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 264 : CSA #23 Zone A Gordon Spr

Budget Unit: 8464 : Public Ways & Facilities, Zone A-Gordon Springs

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	65	65	0	0	65
66-40 Charges for Services-Assess & Tax Collection	3,276	3,276	0	0	3,276
Revenue - Summary	3,341	3,341	0	0	3,341
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	0	1,000	0	0	1,000
23-85 Prof & Specialized Svcs-DPW Services	425	425	0	0	425
Expense - Summary	425	1,425	0	0	1,425
NET COST	(2,916)	(1,916)	0	0	(1,916)

Department Revenue and Expenses

Fund: 265 : CSA #23-Zone B Stonefield

Budget Unit: 8465 : Public Ways & Facilities, Zone B Stonefield Court

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	12	26	0	0	26
66-40 Charges for Services-Assess & Tax Collection	1,308	1,308	0	0	1,308
Revenue - Summary	1,320	1,334	0	0	1,334
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	0	1,000	0	0	1,000
23-85 Prof & Specialized Svcs-DPW Services	337	337	0	0	337
Expense - Summary	337	1,337	0	0	1,337
NET COST	(983)	3	0	0	3

Department Revenue and Expenses

Fund: 268 : CSA#23 Zone M Riviera Hgh

Budget Unit: 8468 : Public Ways & Facilities, CSA#23 Zone M Riviera Hgh

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	20	25	0	0	25
66-40 Charges for Services-Assess & Tax Collection	25,987	22,523	0	0	22,523
81-23 Operating Transfers-Out	(26,007)	(22,548)	0	0	(22,548)
Revenue - Summary	0	0	0	0	0
NET COST	0	0	0	0	0

Department Revenue and Expenses

Fund: 270 : CSA#23 Zone P CL Keys

Budget Unit: 8470 : Public Ways & Facilities, CSA#23 Zone P CL Keys

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	800	1,000	0	0	1,000
66-40 Charges for Services-Assess & Tax Collection	2,305	2,864	0	0	2,864
Revenue - Summary	3,105	3,864	0	0	3,864
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	108,785	114,662	0	0	114,662
Expense - Summary	108,785	114,662	0	0	114,662
NET COST	105,680	110,798	0	0	110,798

Department Revenue and Expenses

Fund: 271 : CSA #23 Zone Q Orchard Sh

Budget Unit: 8471 : Public Ways & Facilities, CSA #23-Zone Q-Orchard Sh

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	64	20	0	0	20
66-40 Charges for Services-Assess & Tax Collection	610	474	0	0	474
81-23 Operating Transfers-Out	(674)	(494)	0	0	(494)
Revenue - Summary	0	0	0	0	0
NET COST	0	0	0	0	0

Department Revenue and Expenses

Fund: 272 : CSA#23 Zone R Chippewa So

Budget Unit: 8472 : Public Ways & Facilities, CSA#23 Zone R Chippewa So

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	210	300	0	0	300
66-40 Charges for Services-Assess & Tax Collection	60,092	59,926	0	0	59,926
Revenue - Summary	60,302	60,226	0	0	60,226
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	5,980	0	0	0	0
42-11 Principal & Interest-Advances	61,307	60,226	0	0	60,226
Expense - Summary	67,287	60,226	0	0	60,226
NET COST	6,985	0	0	0	0

Department Revenue and Expenses

Fund: 283 : CSA#23 Zone C Oak Tree Ct

Budget Unit: 8483 : Public Ways & Facilities, CSA#23 Zone C Oak Tree Ct

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	43	120	0	0	120
66-40 Charges for Services-Assess & Tax Collection	2,160	2,160	0	0	2,160
Revenue - Summary	2,203	2,280	0	0	2,280
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	0	1,000	0	0	1,000
23-85 Prof & Specialized Svcs-DPW Services	338	338	0	0	338
Expense - Summary	338	1,338	0	0	1,338
NET COST	(1,865)	(942)	0	0	(942)

Department Revenue and Expenses

Fund: 284 : CSA#23 Zone D Shadow Hill

Budget Unit: 8484 : Public Ways & Facilities, CSA#23 Zone D Shadow Hill

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	590	750	0	0	750
66-40 Charges for Services-Assess & Tax Collection	13,039	13,039	0	0	13,039
Revenue - Summary	13,629	13,789	0	0	13,789
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	600	1,600	0	0	1,600
23-85 Prof & Specialized Svcs-DPW Services	628	628	0	0	628
Expense - Summary	1,228	2,228	0	0	2,228
NET COST	(12,401)	(11,561)	0	0	(11,561)

Department Revenue and Expenses

Fund: 285 : CSA#23 Zone E Monte Vista

Budget Unit: 8485 : Public Ways & Facilities, CSA#23 Zone E Monte Vista

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	70	100	0	0	100
66-40 Charges for Services-Assess & Tax Collection	1,988	1,988	0	0	1,988
Revenue - Summary	2,058	2,088	0	0	2,088
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	0	1,000	0	0	1,000
23-85 Prof & Specialized Svcs-DPW Services	331	331	0	0	331
Expense - Summary	331	1,331	0	0	1,331
NET COST	(1,727)	(757)	0	0	(757)

Department Revenue and Expenses

Fund: 286 : CSA#23 Zone F Piner Court

Budget Unit: 8486 : Public Ways & Facilities, CSA#23 Zone F Piner Court

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	54	75	0	0	75
66-40 Charges for Services-Assess & Tax Collection	1,001	1,001	0	0	1,001
Revenue - Summary	1,055	1,076	0	0	1,076
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	0	887	0	(129)	758
23-85 Prof & Specialized Svcs-DPW Services	326	326	0	0	326
Expense - Summary	326	1,213	0	(129)	1,084
NET COST	(729)	137	0	(129)	8

Department Revenue and Expenses

Fund: 287 : CSA#23 Zone G Vista Mount

Budget Unit: 8487 : Public Ways & Facilities, CSA#23 Zone G Vista Mntn

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	236	350	0	0	350
66-40 Charges for Services-Assess & Tax Collection	4,542	4,542	0	0	4,542
Revenue - Summary	4,778	4,892	0	0	4,892
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	0	1,000	0	0	1,000
23-85 Prof & Specialized Svcs-DPW Services	360	360	0	0	360
Expense - Summary	360	1,360	0	0	1,360
NET COST	(4,418)	(3,532)	0	0	(3,532)

Department Revenue and Expenses

Fund: 288 : CSA#23 Zone H Dohnary Rdg

Budget Unit: 8488 : Public Ways & Facilities, CSA#23 Zone H Dohnary Rdg

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	240	390	0	0	390
66-40 Charges for Services-Assess & Tax Collection	4,570	4,570	0	0	4,570
Revenue - Summary	4,810	4,960	0	0	4,960
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	300	1,300	0	0	1,300
23-85 Prof & Specialized Svcs-DPW Services	410	410	0	0	410
Expense - Summary	710	1,710	0	0	1,710
NET COST	(4,100)	(3,250)	0	0	(3,250)

Department Revenue and Expenses

Fund: 289 : CSA#23 Zone I No Buckingh

Budget Unit: 8489 : Public Ways & Facilities, CSA#23 Zone I No Buckingh

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	10	10	0	0	10
66-40 Charges for Services-Assess & Tax Collection	1,391	1,391	0	0	1,391
81-23 Operating Transfers-Out	(1,401)	(1,401)	0	0	(1,401)
Revenue - Summary	0	0	0	0	0
NET COST	0	0	0	0	0

Department Revenue and Expenses

Fund: 290 : CSA#23 Zone J So Buckingh

Budget Unit: 8490 : Public Ways & Facilities, CSA#23 Zone J So Buckingh

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	133	200	0	0	200
66-40 Charges for Services-Assess & Tax Collection	2,442	1,628	0	0	1,628
Revenue - Summary	2,575	1,828	0	0	1,828
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	22,633	23,825	0	(1,468)	22,357
Expense - Summary	22,633	23,825	0	(1,468)	22,357
NET COST	20,058	21,997	0	(1,468)	20,529

Department Revenue and Expenses

Fund: 291 : CSA#23 Zone K Riviera Wst

Budget Unit: 8491 : Public Ways & Facilities, CSA#23 Zone K Riviera Wst

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	413	550	0	0	550
66-40 Charges for Services-Assess & Tax Collection	4,767	4,767	0	0	4,767
Revenue - Summary	5,180	5,317	0	0	5,317
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	50,130	55,776	0	(12,174)	43,602
Expense - Summary	50,130	55,776	0	(12,174)	43,602
NET COST	44,950	50,459	0	(12,174)	38,285

Department Revenue and Expenses

Fund: 292 : CSA#23 Zone L Walnut Vist

Budget Unit: 8492 : Public Ways & Facilities, CSA#23 Zone L Walnut Vist

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	95	170	0	0	170
66-40 Charges for Services-Assess & Tax Collection	2,682	2,682	0	0	2,682
Revenue - Summary	2,777	2,852	0	0	2,852
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	0	1,000	0	0	1,000
23-85 Prof & Specialized Svcs-DPW Services	338	338	0	0	338
Expense - Summary	338	1,338	0	0	1,338
NET COST	(2,439)	(1,514)	0	0	(1,514)

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8466 – CSA #6 Finley (Fund 266)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Provide continuous water service that complies with State and Federal regulations in the most cost effective manner.

GOALS IN FY 2019-20

- Continue to provide continuous water service that complies with State and Federal regulations in the most cost effective manner.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 266 : CSA #6-Finley

Budget Unit: 8466 : Public Ways & Facilities, CSA #6 Finley

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	1,000	1,580	0	0	1,580
66-50 Charges for Services-Auditing & Accounting	1,803	1,846	0	0	1,846
71-21 Water-Sales & Svcs Misc	61,770	62,208	0	0	62,208
71-23 Water-Connection Fee	0	120	0	0	120
71-25 Water-Water Collection-Tax Roll	0	365	0	0	365
71-26 Water-Reconnections	1,200	430	0	0	430
71-90 Water-Other Contributions	180	178	0	0	178
Revenue - Summary	65,953	66,727	0	0	66,727
Expense					
15-13 Insurance-Fire & Allied Cvrgrs	29	235	0	0	235
17-00 Maintenance-Equipment-	2,250	2,250	0	0	2,250
18-00 Maint-Bldgs & Imprvmnts-	3,675	3,750	0	0	3,750
23-77 Prof & Specialized Svcs-Labor-In House	16,700	16,100	0	0	16,100
23-80 Prof & Specialized Svcs-Professional & Specialize	26,400	26,400	0	0	26,400
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	13,515	12,274	0	0	12,274
23-90 Prof & Specialized Svcs-Administrative Services	2,360	2,061	0	0	2,061
28-30 Special Departmental Exp-Supplies & Services	1,800	1,912	0	0	1,912
30-00 Utilities-	1,440	1,440	0	0	1,440
48-00 Taxes & Assessments-	11	13	0	0	13
Expense - Summary	68,180	66,435	0	0	66,435
NET COST	2,227	(292)	0	0	(292)

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8467 – CSA #7 Bonanza Springs (Fund 267)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Complete all repairs from Valley Fire
- Implement the Cobb Consolidation

GOALS IN FY 2019-20

- Finalize the Cobb Consolidation

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This water district was consolidated with Cobb Area County Water District and will no longer be under the management of Special Districts.

Department Revenue and Expenses

Fund: 267 : CSA #7-Bonanza Springs

Budget Unit: 8467 : Public Ways & Facilities, CSA #7-Bonanza Springs

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	18,114	18,476	0	0	18,476
10-20 Property Taxes-Current Unsecured	410	418	0	0	418
10-25 Property Taxes-Supp 813-Current	98	70	0	0	70
10-35 Property Taxes-Supp 813-Prior	38	32	0	0	32
10-40 Property Taxes-Prior Unsecured	17	14	0	0	14
42-01 Revenue from Use of Money-Interest	6,500	0	0	0	0
54-60 State Aid-HOPTR	220	228	0	0	228
66-50 Charges for Services-Auditing & Accounting	750	0	0	0	0
71-21 Water-Sales & Svcs Misc	86,547	0	0	0	0
71-26 Water-Reconnections	500	0	0	0	0
80-92 Loans/Int Fin/Bonds-Advance From Other Fund	59,367	0	0	0	0
80-99 Loans/Int Fin/Bonds-Subsequent Yr Adv Repay	497,894	0	0	0	0
Revenue - Summary	670,455	19,238	0	0	19,238

Expense

12-00 Communications-	936	0	0	0	0
17-00 Maintenance-Equipment-	5,000	0	0	0	0
18-00 Maint-Bldgs & Imprvmnts-	10,467	0	0	0	0
23-77 Prof & Specialized Svcs-Labor-In House	20,110	0	0	0	0
23-80 Prof & Specialized Svcs-Professional & Specialize	1,700	0	0	0	0
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	14,454	0	0	0	0
23-90 Prof & Specialized Svcs-Administrative Services	1,775	0	0	0	0
28-30 Special Departmental Exp-Supplies & Services	6,550	0	0	0	0
30-00 Utilities-	6,560	0	0	0	0
48-00 Taxes & Assessments-	30	0	0	0	0
63-04 Construction in Progress-Water Systems	0	9,849	0	0	9,849

Department Revenue and Expenses

Fund: 267 : CSA #7-Bonanza Springs

Budget Unit: 8467 : Public Ways & Facilities, CSA #7-Bonanza Springs

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense - Summary	67,582	9,849	0	0	9,849
NET COST	(602,873)	(9,389)	0	0	(9,389)

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8473 – CSA #13 Kono Tayee (Fund 273)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Maintain compliance with all health and safety regulations
- Provide high quality customer service
- Provide safe, dependable drinking water to all our customers
- Promoting awareness, protection and conservation of our natural resources & environment

GOALS IN FY 2019-20

- 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 our customers
- Continue to promote awareness, protection and conservation of our natural resources & environment

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 273 : CSA #13-Kono Tayee

Budget Unit: 8473 : Public Ways & Facilities, CSA #13 Kono Tayee

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	48,000	48,960	0	0	48,960
10-20 Property Taxes-Current Unsecured	1,500	1,530	0	0	1,530
10-25 Property Taxes-Supp 813-Current	150	192	0	0	192
10-35 Property Taxes-Supp 813-Prior	100	102	0	0	102
10-40 Property Taxes-Prior Unsecured	28	29	0	0	29
42-01 Revenue from Use of Money-Interest	2,500	2,596	0	0	2,596
54-60 State Aid-HOPTR	580	599	0	0	599
66-50 Charges for Services-Auditing & Accounting	1,575	1,641	0	0	1,641
71-21 Water-Sales & Svcs Misc	53,000	53,861	0	0	53,861
71-25 Water-Water Collection-Tax Roll	1,500	1,227	0	0	1,227
71-26 Water-Reconnections	280	294	0	0	294
71-51 Water-Special Assmt-Cap Imp	16,200	15,156	0	0	15,156
Revenue - Summary	125,413	126,187	0	0	126,187
Expense					
12-00 Communications-	480	516	0	0	516
17-00 Maintenance-Equipment-	14,500	14,500	0	0	14,500
18-00 Maint-Bldgs & Imprvmnts-	23,950	10,950	0	0	10,950
23-77 Prof & Specialized Svcs-Labor-In House	20,550	38,440	0	0	38,440
23-80 Prof & Specialized Svcs-Professional & Specialize	19,825	6,000	0	0	6,000
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	36,500	32,087	0	0	32,087
23-90 Prof & Specialized Svcs-Administrative Services	1,457	1,273	0	0	1,273
28-30 Special Departmental Exp-Supplies & Services	2,540	2,540	0	0	2,540
30-00 Utilities-	10,450	10,450	0	0	10,450
62-74 Cap. FA-Equipment-Other	44,000	35,000	0	0	35,000
Expense - Summary	174,252	151,756	0	0	151,756
NET COST	48,839	25,569	0	0	25,569

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 8475 – Wildfire Benefit (Fund 275)

DEPARTMENT OVERVIEW

Following a vote of the property owners in the Clearlake Riviera, Riviera West, Riviera Heights and Buckingham, on April 16, 2019, your Board established Zones of Benefit, within Community Services Area (CSA) 23, for a pilot program taking a proactive approach for protecting County roadways from wildfire damage. This first annual budget established for the new Wildfire Benefit Zone provides for a \$100,000 loan, from BU 1120, which will be repaid from an assessment to each property owner's property tax bill. Appropriations from this Budget Unit will be used toward the cost of fire fuels abatements in the affected areas. Given the loan during this first year of operations, the CAO will administer this BU during FY 2019-2020. However, it is assumed that once the loan is repaid and the program is continuing subject to the availability of funding, that the Community Development Department, responsible for the abatement program, would oversee this BU.

ACCOMPLISHMENTS IN FY 2018-19

- N/A – this is a new Budget Unit for FY 2019-2020.

GOALS IN FY 2019-20

- To the extent funding is available, abate as many properties as possible.
- From the assessments paid, repay the General Fund loan necessary to start up this program.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 275 : CSA #23-Wildfire Benefit

Budget Unit: 8475 : Public Ways & Facilities, CSA #23-Wildfire Benefit

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
66-40 Charges for Services-Assess & Tax Collection	0	0	100,000	0	100,000
80-92 Loans/Int Fin/Bonds-Advance From Other Fund	0	0	100,000	0	100,000
80-93 Loans/Int Fin/Bonds-Advance To Other Fund	0	0	(100,000)	0	(100,000)
Revenue - Summary	0	0	100,000	0	100,000
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	0	0	50,000	0	50,000
23-90 Prof & Specialized Svcs-Administrative Services	0	0	50,000	0	50,000
Expense - Summary	0	0	100,000	0	100,000
NET COST	0	0	0	0	0

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8476 – CSA #16 Paradise Valley (Fund 276)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- 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 2019-20

- Complete consolidation with Clearlake Oaks County Water System

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This water system is being consolidated with Clearlake Oaks County Water District.

Department Revenue and Expenses

Fund: 276 : CSA #16-Paradise Valley

Budget Unit: 8476 : Public Ways & Facilities, CSA #16 Paradise Valley

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	1,535	0	0	0	0
54-90 State Aid-Other	340,563	100,000	0	0	100,000
66-50 Charges for Services-Auditing & Accounting	7,850	0	0	0	0
71-21 Water-Sales & Svcs Misc	58,714	0	0	0	0
71-25 Water-Water Collection-Tax Roll	0	100,750	0	0	100,750
71-26 Water-Reconnections	45	0	0	0	0
71-51 Water-Special Assmt-Cap Imp	24,026	0	0	0	0
71-90 Water-Other Contributions	469,530	0	0	0	0
Revenue - Summary	902,263	200,750	0	0	200,750
Expense					
12-00 Communications-	180	0	0	0	0
17-00 Maintenance-Equipment-	6,500	0	0	0	0
18-00 Maint-Bldgs & Imprvmnts-	2,200	0	0	0	0
23-77 Prof & Specialized Svcs-Labor-In House	24,955	0	0	0	0
23-80 Prof & Specialized Svcs-Professional & Specialize	632	0	0	0	0
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	48,553	0	0	0	0
23-90 Prof & Specialized Svcs-Administrative Services	800	0	0	0	0
28-30 Special Departmental Exp-Supplies & Services	3,200	0	0	0	0
30-00 Utilities-	6,500	0	0	0	0
42-11 Principal & Interest-Advances	200,000	100,750	0	0	100,750
63-04 Construction in Progress-Water Systems	814,162	100,000	0	0	100,000
Expense - Summary	1,107,682	200,750	0	0	200,750
NET COST	205,419	0	0	0	0

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8478 – CSA #18 Starview Water (Fund 278)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Continue working on the consolidation with Cobb Area County Water District

GOALS IN FY 2019-20

- Complete the Consolidation with Cobb Area County Water District

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This water system is now under the management of Cobb Area County Water District.

Department Revenue and Expenses

Fund: 278 : CSA #18-Starview Water

Budget Unit: 8478 : Public Ways & Facilities, CSA #18 Starview Water

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	6,715	0	0	0	0
55-40 Other Federal-Disaster Relief	127,000	0	0	0	0
66-50 Charges for Services-Auditing & Accounting	300	0	0	0	0
71-21 Water-Sales & Svcs Misc	21,319	0	0	0	0
71-26 Water-Reconnections	100	0	0	0	0
Revenue - Summary	155,434	0	0	0	0
Expense					
12-00 Communications-	900	0	0	0	0
17-00 Maintenance-Equipment-	3,500	0	0	0	0
18-00 Maint-Bldgs & Imprvmnts-	2,675	0	0	0	0
23-77 Prof & Specialized Svcs-Labor-In House	27,126	0	0	0	0
23-80 Prof & Specialized Svcs-Professional & Specialize	1,000	0	0	0	0
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	16,447	0	0	0	0
23-90 Prof & Specialized Svcs-Administrative Services	1,375	0	0	0	0
28-30 Special Departmental Exp-Supplies & Services	7,744	0	0	0	0
30-00 Utilities-	5,180	0	0	0	0
42-11 Principal & Interest-Advances	497,894	0	0	0	0
48-00 Taxes & Assessments-	9	0	0	0	0
63-04 Construction in Progress-Water Systems	0	51,814	0	(7,260)	44,554
Expense - Summary	563,850	51,814	0	(7,260)	44,554
NET COST	408,416	51,814	0	(7,260)	44,554

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8480 – CSA #20 Soda Bay Water (Fund 280)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Provide high quality customer service.
- Maintain compliance with all health and safety regulations.
- Provide safe, dependable drinking water to all of our customers.
- Replaced ozone unit
- Completed engineering replacement of redwood storage tanks.

GOALS IN FY 2019-20

- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 280 : CSA #20-Soda Bay Water

Budget Unit: 8480 : Public Ways & Facilities, CSA #20 Soda Bay Water

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
31-95 Fines, Forfeit, Penalties-Penalties & Cost on Delq	300	582	0	0	582
42-01 Revenue from Use of Money-Interest	3,100	4,019	0	0	4,019
54-90 State Aid-Other	161,328	5,000,000	0	0	5,000,000
55-40 Other Federal-Disaster Relief	600,000	720,000	0	0	720,000
66-50 Charges for Services-Auditing & Accounting	9,500	9,343	0	0	9,343
66-51 Charges for Services-Accounting Fees S.D.A.	0	88,440	0	0	88,440
70-51 Sewer-Special Assmt-Cap Imp	63,200	0	0	0	0
71-21 Water-Sales & Svcs Misc	388,000	428,807	0	0	428,807
71-23 Water-Connection Fee	0	8,867	0	0	8,867
71-25 Water-Water Collection-Tax Roll	4,500	2,967	0	0	2,967
71-26 Water-Reconnections	2,220	4,201	0	0	4,201
71-50 Water-Special Assmt-Loans	65,000	72,768	0	0	72,768
71-90 Water-Other Contributions	1,950	2,674	0	0	2,674
Revenue - Summary	1,299,098	6,342,668	0	0	6,342,668

Expense

12-00 Communications-	7,152	7,284	0	0	7,284
14-00 Household Expense-	500	600	0	0	600
17-00 Maintenance-Equipment-	20,000	28,181	0	0	28,181
18-00 Maint-Bldgs & Imprvmnts-	121,075	62,520	0	0	62,520
19-40 Medical Expense-Medical Supplies	100	100	0	0	100
23-77 Prof & Specialized Svcs-Labor-In House	75,841	155,908	0	0	155,908
23-80 Prof & Specialized Svcs-Professional & Specialize	97,465	139,117	0	0	139,117
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	141,747	141,073	0	0	141,073
23-90 Prof & Specialized Svcs-Administrative Services	6,598	5,763	0	0	5,763
27-00 Small Tools & Instruments-	4,250	2,700	0	0	2,700
28-30 Special Departmental Exp-Supplies & Services	86,254	88,040	0	0	88,040

Department Revenue and Expenses

Fund: 280 : CSA #20-Soda Bay Water

Budget Unit: 8480 : Public Ways & Facilities, CSA #20 Soda Bay Water

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
30-00 Utilities-	72,500	84,470	0	0	84,470
48-00 Taxes & Assessments-	94	86	0	0	86
62-72 Cap. FA-Equipment-Autos & Light Trucks	40,000	0	0	0	0
62-74 Cap. FA-Equipment-Other	10,000	0	0	0	0
63-04 Construction in Progress-Water Systems	961,328	5,720,000	0	0	5,720,000
Expense - Summary	1,644,904	6,435,842	0	0	6,435,842
NET COST	345,806	93,174	0	0	93,174

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8481 – CSA #21 North Lakeport Water (Fund 281)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- 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 2019-20

- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 281 : CSA #21-North Lkpt Water

Budget Unit: 8481 : Public Ways & Facilities, CSA #21 N Lakeport Water

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	8,512	8,848	0	0	8,848
42-10 Rents & Concessions-Rents & Concessions	1,200	1,200	0	0	1,200
66-50 Charges for Services-Auditing & Accounting	11,500	10,347	0	0	10,347
71-21 Water-Sales & Svcs Misc	663,500	704,933	0	0	704,933
71-22 Water-Capacity Expansion Fee	5,000	10,010	0	0	10,010
71-23 Water-Connection Fee	2,000	3,315	0	0	3,315
71-25 Water-Water Collection-Tax Roll	3,150	16,760	0	0	16,760
71-26 Water-Reconnections	5,500	6,266	0	0	6,266
71-90 Water-Other Contributions	1,150	1,100	0	0	1,100
Revenue - Summary	701,512	762,779	0	0	762,779
Expense					
12-00 Communications-	3,588	2,744	0	0	2,744
14-00 Household Expense-	3,000	3,000	0	0	3,000
15-13 Insurance-Fire & Allied Cvrgrs	47	47	0	0	47
17-00 Maintenance-Equipment-	83,000	83,000	0	0	83,000
18-00 Maint-Bldgs & Imprvmnts-	172,502	108,600	0	0	108,600
19-40 Medical Expense-Medical Supplies	100	100	0	0	100
23-77 Prof & Specialized Svcs-Labor-In House	156,126	158,424	0	0	158,424
23-80 Prof & Specialized Svcs-Professional & Specialize	51,612	64,152	0	0	64,152
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	208,444	196,765	0	0	196,765
23-90 Prof & Specialized Svcs-Administrative Services	13,299	11,670	0	0	11,670
27-00 Small Tools & Instruments-	1,200	1,200	0	0	1,200
28-30 Special Departmental Exp-Supplies & Services	43,726	48,623	0	0	48,623
30-00 Utilities-	161,440	130,638	0	0	130,638
38-00 Inventory Items-	1,300	0	0	0	0
48-00 Taxes & Assessments-	7	9	0	0	9
61-60 Cap. FA-Bldgs & Imp-Current	0	6,000	0	0	6,000

Department Revenue and Expenses

Fund: 281 : CSA #21-North Lkpt Water

Budget Unit: 8481 : Public Ways & Facilities, CSA #21 N Lakeport Water

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
62-72 Cap. FA-Equipment-Autos & Light Trucks	35,000	0	0	0	0
62-74 Cap. FA-Equipment-Other	139,000	37,200	0	0	37,200
Expense - Summary	1,073,391	852,172	0	0	852,172
NET COST	371,879	89,393	0	0	89,393

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8482 – CSA #22 Mt. Hannah Water (Fund 282)

DEPARTMENT OVERVIEW

This budget 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 2018-19

- Implement Consolidation with Cobb Area County Water District

GOALS IN FY 2019-20

- Finalize Consolidation

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

This water system is now under the management of Cobb Area County Water District

Department Revenue and Expenses

Fund: 282 : CSA #22-Mount Hannah Wtr

Budget Unit: 8482 : Public Ways & Facilities, CSA #22 Mt Hannah Water

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	100	0	0	0	0
66-50 Charges for Services-Auditing & Accounting	650	0	0	0	0
71-21 Water-Sales & Svcs Misc	21,500	0	0	0	0
71-25 Water-Water Collection-Tax Roll	150	0	0	0	0
71-26 Water-Reconnections	395	0	0	0	0
71-50 Water-Special Assmt-Loans	2,160	0	0	0	0
71-51 Water-Special Assmt-Cap Imp	3,600	0	0	0	0
Revenue - Summary	28,555	0	0	0	0
Expense					
17-00 Maintenance-Equipment-	3,500	0	0	0	0
18-00 Maint-Bldgs & Imprvmts-	1,500	0	0	0	0
23-77 Prof & Specialized Svcs-Labor-In House	7,520	0	0	0	0
23-80 Prof & Specialized Svcs-Professional & Specialize	100	0	0	0	0
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	4,413	0	0	0	0
23-90 Prof & Specialized Svcs-Administrative Services	400	0	0	0	0
28-30 Special Departmental Exp-Supplies & Services	4,200	0	0	0	0
30-00 Utilities-	2,800	0	0	0	0
42-11 Principal & Interest-Advances	6,000	0	0	0	0
48-00 Taxes & Assessments-	122	0	0	0	0
Expense - Summary	30,555	0	0	0	0
NET COST	2,000	0	0	0	0

SPECIAL DISTRICTS

JAN COPPINGER, Administrator



BU 8593 – Kelseyville Waterworks District #3 (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 2018-19

- 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 2019-20

- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 293 : Co Wtrwrks Dist #3 Kville

Budget Unit: 8593 : Co Wtrwrks Dist #3 Kville, Co Wtrwrks Dist #3 Kville

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	106,101	114,067	0	0	114,067
10-20 Property Taxes-Current Unsecured	2,214	4,542	0	0	4,542
10-25 Property Taxes-Supp 813-Current	342	601	0	0	601
10-35 Property Taxes-Supp 813-Prior	138	168	0	0	168
10-40 Property Taxes-Prior Unsecured	62	114	0	0	114
42-01 Revenue from Use of Money-Interest	5,456	6,888	0	0	6,888
54-40 State Aid-Disaster Relief	0	25,000	0	0	25,000
54-60 State Aid-HOPTR	660	787	0	0	787
55-40 Other Federal-Disaster Relief	0	100,000	0	0	100,000
66-50 Charges for Services-Auditing & Accounting	7,145	7,281	0	0	7,281
70-40 Sewer-Sales and Service	281,340	346,280	0	0	346,280
70-51 Sewer-Special Assmt-Cap Imp	131,180	19,453	0	0	19,453
71-21 Water-Sales & Svcs Misc	352,000	390,993	0	0	390,993
71-22 Water-Capacity Expansion Fee	0	8,600	0	0	8,600
71-23 Water-Connection Fee	0	1,514	0	0	1,514
71-25 Water-Water Collection-Tax Roll	2,225	2,537	0	0	2,537
71-26 Water-Reconnections	4,625	4,687	0	0	4,687
71-93 Water-Other Contrib CL State Pk	4,750	6,010	0	0	6,010
79-90 Other-Miscellaneous	0	8,842	0	0	8,842
79-91 Other-Cancelled Checks	30	100	0	0	100
Revenue - Summary	898,268	1,048,464	0	0	1,048,464
Expense					
12-00 Communications-	8,290	8,356	0	0	8,356
14-00 Household Expense-	5,300	5,300	0	0	5,300
15-13 Insurance-Fire & Allied Cvrsgs	696	502	0	0	502
17-00 Maintenance-Equipment-	40,800	40,800	0	0	40,800
18-00 Maint-Bldgs & Imprvmnts-	66,205	66,205	0	0	66,205
23-77 Prof & Specialized Svcs-Labor-In House	447,332	401,110	0	0	401,110
23-80 Prof & Specialized Svcs-Professional & Specialize	76,250	68,250	0	0	68,250

Department Revenue and Expenses

Fund: 293 : Co Wtrwrks Dist #3 Kville

Budget Unit: 8593 : Co Wtrwrks Dist #3 Kville, Co Wtrwrks Dist #3 Kville

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
23-89 Prof & Specialized Svcs-Spec Dist Admin's Svcs	206,434	147,775	0	0	147,775
23-90 Prof & Specialized Svcs-Administrative Services	9,142	9,107	0	0	9,107
25-00 Rents & Leases-Equipment-	95,580	105,180	0	0	105,180
27-00 Small Tools & Instruments-	6,000	6,000	0	0	6,000
28-30 Special Departmental Exp-Supplies & Services	55,941	60,091	0	0	60,091
30-00 Utilities-	215,000	115,000	0	0	115,000
38-00 Inventory Items-	10,900	19,990	0	0	19,990
48-00 Taxes & Assessments-	74	76	0	0	76
62-72 Cap. FA-Equipment-Autos & Light Trucks	30,000	35,000	0	0	35,000
62-74 Cap. FA-Equipment-Other	26,500	6,800	0	0	6,800
63-04 Construction in Progress-Water Systems	0	30,000	0	0	30,000
Expense - Summary	1,300,444	1,125,542	0	0	1,125,542
NET COST	402,176	77,078	0	0	77,078

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 2018-19

- Two water systems destroyed in the Valley Fire were completely repaired and upgraded to meet all current standards.
- A major construction project to implement a public sewer system in Anderson Springs is continuing.
- Multiple grant applications submitted.
- Consolidations continued to strengthen systems.

GOALS IN FY 2019-20

- Continue to seek and secure grant funding for various projects to upgrade infrastructure.
- Continue to seek and implement cost saving measures wherever possible.
- Continue to provide high quality customer service to all our customers.
- Continue to promote economic development with infrastructure upgrades and improvements.
- Implement Asset Management Program

Department Revenue and Expenses

Fund: 295 : Special Districts Admin

Budget Unit: 8695 : Admin - Special Dist, Special Districts Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	3,995	3,645	0	0	3,645
54-90 State Aid-Other	0	0	0	(411,885)	411,885
66-50 Charges for Services-Auditing & Accounting	2,000	0	0	0	0
66-51 Charges for Services-Accounting Fees S.D.A.	4,457,620	4,412,376	0	0	4,412,376
79-60 Sales-Sale of Fixed Assets	200	500	0	0	500
Revenue - Summary	4,463,815	4,416,521	0	411,885	4,828,406
Expense					
01-11 Salaries & Wages-Permanent	2,362,748	2,344,474	0	0	2,344,474
01-12 Salaries & Wages-Extra Help	49,734	123,308	0	0	123,308
01-13 Salaries & Wages-OT, Holiday, Stby	162,068	170,171	0	0	170,171
01-14 Salaries & Wages-Other, Term	17,820	26,991	0	0	26,991
02-21 Retirement Contributions-FICA	181,407	179,536	0	0	179,536
02-22 Retirement Contributions-PERS	419,648	486,286	0	0	486,286
03-30 Insurance-Health/Life	414,929	481,727	0	0	481,727
03-31 Insurance-Unemployment	16,590	16,412	0	0	16,412
03-32 Insurance-Opt Out	7,200	2,400	0	0	2,400
04-00 Worker's Compensation-	139,425	94,319	0	0	94,319
11-00 Clothing & Personal Suppl-	19,500	19,500	0	0	19,500
12-00 Communications-	25,660	25,773	0	0	25,773
14-00 Household Expense-	6,800	6,220	0	0	6,220
15-12 Insurance-Public Liability	76,938	58,853	0	0	58,853
15-13 Insurance-Fire & Allied Cvrsgs	12,075	16,699	0	0	16,699
17-00 Maintenance-Equipment-	165,500	152,995	0	0	152,995
18-00 Maint-Bldgs & Imprvmnts-	23,027	22,040	0	0	22,040
19-40 Medical Expense-Medical Supplies	500	500	0	0	500
20-00 Memberships-	7,367	7,367	0	0	7,367
22-70 Office Expense-Supplies	38,970	32,020	0	0	32,020
22-71 Office Expense-Postage	48,500	65,000	0	0	65,000
22-72 Office Expense-Books & Periodicals	1,500	1,500	0	0	1,500

Department Revenue and Expenses

Fund: 295 : Special Districts Admin

Budget Unit: 8695 : Admin - Special Dist, Special Districts Admin

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
23-80 Prof & Specialized Svcs- Professional & Specialize	85,600	86,600	0	0	86,600
23-90 Prof & Specialized Svcs- Administrative Services	12,745	130,166	0	0	130,166
25-00 Rents & Leases-Equipment-	0	500	0	0	500
26-00 Rents & Leases-Bldg & Imp-	500	0	0	0	0
27-00 Small Tools & Instruments-	15,680	15,000	0	0	15,000
28-30 Special Departmental Exp-Supplies & Services	95,210	93,180	0	0	93,180
29-50 Transportation & Travel- Transportation & Travel	66,000	66,000	0	0	66,000
29-51 Transportation & Travel-Cent. Gar.- Pool Mlg ONLY	91,800	91,800	0	0	91,800
30-00 Utilities-	17,532	16,140	0	0	16,140
38-00 Inventory Items-	500	3,460	0	0	3,460
48-00 Taxes & Assessments-	70	75	0	0	75
62-71 Cap. FA-Equipment-Office	0	26,000	0	0	26,000
62-74 Cap. FA-Equipment-Other	40,000	0	0	0	0
Expense - Summary	4,623,543	4,863,012	0	0	4,863,012
NET COST	159,728	446,491	0	(411,885)	34,606

AIR QUALITY MANAGEMENT DISTRICT

DOUGLAS GEARHART, Air Pollution Control Officer



BU 8798 – Air Control Officer’s Special Programs (Fund 298)

DEPARTMENT OVERVIEW

This budget was created from the discontinued APCO’s Trust Fund. That fund was limited to enforcement related expenses (testing, litigation, expert witnesses, etc.), grant programs, and specific 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 2018-19

- Installed air monitors at nearly all school campuses; additional equipment anticipated this FY.
- Woodstove Change out Program. 20 woodstoves have been replaced with cleaner certified woodstoves or gas stoves to date, with up to 10 more anticipated during this FY.
- Partially completed updated emissions inventory work.

GOALS IN FY 2019-20

- To 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Grant programs are at risk without adequate staffing to meet all program requirements.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Multiple grant programs have been made available in the past FY, with some funding amounts estimated as distribution of funds is not finalized. 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.

Department Revenue and Expenses

Fund: 298 : Air Control Spec Programs

Budget Unit: 8798 : Air Quality, Air Cntrl Officer Sp Prog

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	5,500	5,500	0	0	5,500
53-81 State Admin Program-ARB Funding	850,000	1,257,695	0	213,014	1,044,681
Revenue - Summary	855,500	1,263,195	0	(213,014)	1,050,181
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	40,517	40,517	0	0	40,517
23-90 Prof & Specialized Svcs-Administrative Services	176	380	0	0	380
28-30 Special Departmental Exp-Supplies & Services	22,200	22,200	0	0	22,200
28-73 Special Departmental Exp-Moyer	1,129,204	1,640,357	0	0	1,640,357
55-20 Other Charges-GAMP I Data Mgmt System	9,201	9,201	0	0	9,201
Expense - Summary	1,201,298	1,712,655	0	0	1,712,655
NET COST	345,798	449,460	0	213,014	662,474

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 H₂S 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 Control Officer
BU 8799 – Air Quality Management District

ACCOMPLISHMENTS IN FY 2018-19

- Maintained our Clean Air Attainment Status despite significant increases in EPA & ARB Quality Assurance requirements and updates to the monitoring program.
- Helped develop and implement a Statewide Woodstove replacement program, which has funded 100% of the cost of upgrading about 30 old woodstoves to clean woodstoves in low-income areas.
- Worked to develop a truck reuse program through ARB, though this effort has stalled at the State, and it will require significant local effort to get past a few major hurdles. Some of the hurdles are being worked on by the State Legislature to allow this program to actually work.
- Continue to maintain EPA & ARB certification for new weigh room laboratory.
- Permit issuances: Received 145 applications as of April 1, 2019. Assessment and issuance of 99 Permits to operate, 33 new or modified project permits, Compliance review and issuance of 594 stationary source permits, review and issuance of 107 Smoke Management plans with daily burn approval reviews for these throughout the burn season.
- CEQA reviews (over 48 projects reviewed and commented on)
- Monitoring at schools during wildfires and major incidents. Provided PurpleAir Monitors to schools during 2018 wildfires.
- Assisted County of Lake and Cities of Lakeport and Clearlake with instant air monitoring data during 2018 wildfires.
- Passed annual ARB audits for monitoring and laboratory.
- Collaborated with CalFire in an Online burn permit program (pilot project).
- Worked with CalFire and State Association to provide funding to help promote and educate the public about prescribed fire projects in the coming year(s).

GOALS IN FY 2019-20

- Our highest priority is to continue to protect and preserve our air quality and maintain attainment with all State AAQS, and to accomplish this even with substantial growth. This will continue to benefit the quality of life and economic status of the air basin, and save appreciable costs in governing and directly to the citizenry (e.g. vehicle 'smog check' inspections \$60-\$100 every 2nd year per car, or +\$1,500,000/yr total, gas station upgrades costing approx. \$50,000-\$100,000 per station, agricultural diesel engine replacement costing approx. \$30,000-\$65,000 per engine). We continue to be the only AQMD in California that is in compliance with all State and Federal AAQS and as a result have greater local flexibility and autonomy, including avoiding costly programs. Costs of non-compliance are substantial and include but are not limited to costs for increased state vehicle fees, mandatory inspection, implementation of many ATCM requirements impacting local industry and agriculture, developing more stringent burn regulations, developing and implementing an attainment plan and an emissions credit and banking program, which would add additional costs to the program, public, and local government agencies. Progress toward the goal will be measured through monitoring efforts of GAMP, SLAMS, and other air quality indicators. The performance criteria include: 1) the annual legal attainment determinations by the ARB; 2) public complaint activity; and 3) ambient air monitoring, marker results and trends.
- 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. Accomplish this goal in a manner that retains local control and meaningful decision making on how to achieve and maintain clean, healthful air. This goal can be elusive, and benefits and risks must be balanced. Costs are variable and difficult to quantify, depending on the sources, the Public, State, and Federal agencies perception of cost and benefit. The measure of success is to avoid sanctions, and retain local control of decision-making authority.

AIR QUALITY MANAGEMENT DISTRICT

DOUGLAS GEARHART, Air Pollution Control Officer
BU 8799 – Air Quality Management District

- Continue to improve the organization, and build staffing effectiveness with a special emphasis on training. Success will be determined by whether we can continue to provide the public services required by the expanding responsibilities, and challenges of retaining qualified staff.
- Review our Rules and Regulations, as several rules and definitions are out of date and need to be updated to meet current standards. Additionally, new State mandates are impacting staff time and program costs. These mandates must be incorporated into our Rules and/or Fee structure so that the affected industries pay the fees to support the programs we are mandated to enforce for the industry. This goal is dependent on staff time. Other mandatory activities have priority.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- Administration of Grant Programs for Woodstoves, diesel engine upgrades, etc.
- Significant over the counter assistance to applicants developing projects and sources trying to understand State and Federal regulations.
- All non-mandatory programs.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Significant changes are incorporated to account for additional new permitted sources needs, air monitoring expenses, consulting services, and State and/or Federal mandates

Department Revenue and Expenses

Fund: 299 : Air Quality Mgmt Dist

Budget Unit: 8799 : Air Quality, Air Quality Mgmt District

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
21-60 Permits-Other	634,320	685,000	0	47,539	637,461
21-64 Permits-Air Pollution Variance	3,000	0	0	0	0
31-70 Fines, Forfeit, Penalties-Vehicle Code Fines	50	50	0	0	50
31-84 Fines, Forfeit, Penalties-Civil Fines	80,000	50,000	0	0	50,000
42-01 Revenue from Use of Money-Interest	3,000	3,000	0	0	3,000
53-81 State Admin Program-ARB Funding	197,966	219,601	0	0	219,601
56-01 Other Federal-Other	11,610	9,610	0	0	9,610
69-20 Other Current Services-Other	300	300	0	0	300
69-23 Other Current Services-Air Monitoring	3,000	15,000	0	0	15,000
79-50 Sales-Revenue Applic Prior Year	4,000	4,000	0	0	4,000
79-90 Other-Miscellaneous	5,000	0	0	0	0
Revenue - Summary	942,246	986,561	0	(47,539)	939,022
Expense					
01-11 Salaries & Wages-Permanent	318,897	324,065	0	(25,000)	299,065
01-12 Salaries & Wages-Extra Help	69,911	34,865	0	(387)	34,478
01-13 Salaries & Wages-Overtime	3,500	32,500	0	0	32,500
01-14 Salaries & Wages-Other, Term	4,890	4,890	0	0	4,890
02-21 Retirement Contributions-FICA	30,211	28,610	0	0	28,610
02-22 Retirement Contributions-PERS	73,501	74,055	0	0	74,055
03-30 Insurance-Health/Life	48,216	64,500	0	0	64,500
03-31 Insurance-Unemployment	2,914	2,513	0	0	2,513
03-32 Insurance-Insurance / Opt Out	0	2,400	0	0	2,400
04-00 Worker's Compensation-	4,171	3,141	0	0	3,141
11-00 Clothing & Personal Suppl-	1,000	2,000	0	0	2,000
12-00 Communications-	14,000	16,500	0	0	16,500
14-00 Household Expense-	0	0	0	3,000	3,000
15-12 Insurance-Public Liability	10,593	12,308	0	0	12,308
15-13 Insurance-Fire & Allied Cvrgrs	2,627	2,844	0	387	3,231
17-00 Maintenance-Equipment-	18,000	20,000	0	0	20,000
18-00 Maint-Bldgs & Imprvmnts-	35,000	35,000	0	0	35,000

Department Revenue and Expenses

Fund: 299 : Air Quality Mgmt Dist

Budget Unit: 8799 : Air Quality, Air Quality Mgmt District

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
19-40 Medical Expense-Medical Supplies	9,000	9,000	0	0	9,000
20-00 Memberships-	2,500	2,500	0	0	2,500
22-70 Office Expense-Supplies	4,000	4,500	0	0	4,500
22-71 Office Expense-Postage	3,000	4,000	0	0	4,000
22-72 Office Expense-Books & Periodicals	850	1,000	0	0	1,000
23-80 Prof & Specialized Svcs- Professional & Specialize	35,000	35,000	0	0	35,000
23-90 Prof & Specialized Svcs- Administrative Services	897	18,393	0	0	18,393
24-00 Publications & Legal Ntcs-	1,500	2,500	0	0	2,500
25-00 Rents & Leases-Equipment-	0	0	0	25,000	25,000
27-00 Small Tools & Instruments-	1,000	2,000	0	0	2,000
28-30 Special Departmental Exp-Supplies & Services	26,000	35,670	0	(3,000)	32,670
29-50 Transportation & Travel- Transportation & Travel	18,000	18,000	0	0	18,000
30-00 Utilities-	20,000	25,000	0	0	25,000
38-00 Inventory Items-	39,000	39,000	0	0	39,000
61-69 Cap. FA-Bldgs & Imp-Prior	109,046	225,000	0	0	225,000
62-71 Cap. FA-Equipment-Office	0	15,000	0	0	15,000
62-72 Cap. FA-Equipment-Autos & Light Trucks	0	30,000	0	0	30,000
62-79 Cap. FA-Equipment-Prior Years	60,000	105,000	0	0	105,000
90-91 Transfers & Contingencies- Contingencies	20,000	20,000	0	0	20,000
Expense - Summary	987,224	1,251,754	0	0	1,251,754
NET COST	44,978	265,193	0	47,539	312,732

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 8826 – Redevelopment Obligations (Fund 126)

DEPARTMENT OVERVIEW

The purpose of this Budget Unit is to repay the housing loan and General Fund loans made by the County to the former Redevelopment Agency. This Budget Unit is funded by the Redevelopment Property Tax Trust Fund.

ACCOMPLISHMENTS IN FY 2018-19

- Continued repayment of General Fund loans, with 80% allocated to BU 1120, and 20% to BU 8894 (V2028)

GOALS IN FY 2019-20

- Continue to make General Fund loan payments to BUs 1120 and 8894 for housing project(s) (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

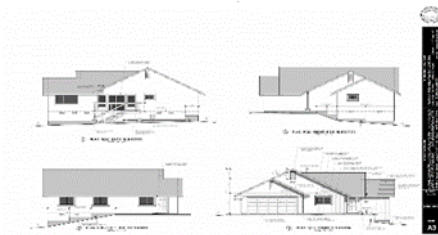
Fund: 126 : Co RDA Oblig Retirement

Budget Unit: 8826 : Agency Fund, Redevelopment Obligations

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
10-10 Property Taxes-Current Secured	135,274	124,366	0	0	124,366
42-01 Revenue from Use of Money-Interest	100	100	0	0	100
81-23 Operating Transfers-Out	(48,772)	(49,746)	0	0	(49,746)
Revenue - Summary	86,602	74,720	0	0	74,720
Expense					
23-91 Prof & Specialized Svcs-Intra-Div Services	26,693	0	0	0	0
42-11 Principal & Interest-Advances	195,084	198,987	0	0	198,987
52-10 Other Charges-Contib to Non-Co Gov Agen	632	632	0	0	632
Expense - Summary	222,409	199,619	0	0	199,619
NET COST	135,807	124,899	0	0	124,899

COUNTY ADMINISTRATIVE OFFICE

CAROL J. HUCHINGSON, County Administrative Officer



BU 8894 – Redevelopment Housing (Fund 938)

DEPARTMENT OVERVIEW

The purpose of this 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 Budget Unit is funded by the Lake County Redevelopment Successor Agency Fund No. 126 for repayment of General Fund loans made to the former Redevelopment Agency. This fund will receive 20% of the loan repayments from the former Redevelopment Agency to the General Fund through FY 2030-31. (H&S Code Section 34191.4(b)(2)(C)).

ACCOMPLISHMENTS IN FY 2018-19

- Continued to receive funds, per Health & Safety Code Section 34176 (V2028)

GOALS IN FY 2019-20

- Continue to serve as the repository for funds, currently totaling approximately \$633,000, for future housing project(s) (V2028)
- As the Board of Housing Commissioners, begin discussion regarding the use of said funds, pursuant to Health & Safety Codes 34200 and 33000 (V2028)
- Collaborate with community and regional partners to realize low income housing projects (V2028)

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

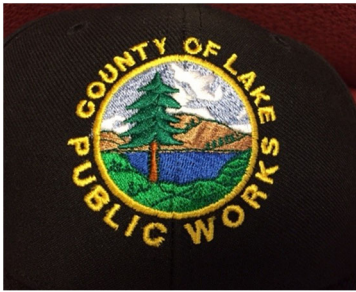
Department Revenue and Expenses

Fund: 938 : Housing Successor Agency
 Budget Unit: 8894 : Agency Fund, RDA Housing

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	5,000	10,000	0	0	10,000
81-22 Operating Transfers-In	48,772	49,746	0	0	49,746
Revenue - Summary	53,772	59,746	0	0	59,746
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	2,500	2,900	0	0	2,900
57-07 Home/Rental Loans-Housing Development Loans	537,972	630,468	0	(4,287)	626,181
Expense - Summary	540,472	633,368	0	(4,287)	629,081
NET COST	486,700	573,622	0	(4,287)	569,335

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 125 vehicles consisting of 70 sedans and 55 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 \$0.01/mile for replacement rates for both passenger vehicles and trucks.

ACCOMPLISHMENTS IN FY 2018-19

- Maintained a high level of service for all customers who have their vehicles in the fleet
- Completed purchase of six (6) new vehicles to replace current pool vehicles that had reached the end of their useful life;
- Added ten (10) new vehicles into the pool of vehicles from various Departments
- Successfully sold surplus vehicles at auction

GOALS IN FY 2019-20

- 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 with further training of staff and use of on line diagnostic resources
- Continue to promote the services of Central Garage with the intent of bringing more new vehicles into the Pool from other County Departments
- With the increase in specialty vehicles in the fleet, the replacement rate is insufficient to completely cover the cost of replacing these vehicles when they have reached the end of their useful life. We propose to develop MOU's with those select Departments to address the potential future funding shortfall

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- With the proposed increase in replacement rates over the next four (4) years, we are concerned that the cost to utilize vehicles in the Central Garage Fleet may be too expensive for some budgets to support. We recognize that for Departments who don't maintain a regular fleet of vehicles for their operations, it may not make financial sense to reserve a pool vehicle for single trips. Whereas a Department that uses vehicles frequently, the payment of the replacement rate is worth it because they are building up a reserve to replace that vehicle. This will be something that needs to be monitored in the future.

DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director
BU 9905 – ISF Central Garage

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The appreciable change in this Divisions budget for FY 19/20 is the proposed \$0.01/mile increase in replacement rate for autos and trucks. The Division increased replacement rates last year by the same amount, however that increase is not sufficient to meet the escalating costs of new vehicles. Additionally, we are recommending that the replacement rate increase an additional \$0.01 per year over the next three years to meet expected increases.

Department Revenue and Expenses

Fund: 905 : ISF-Central Garage
Budget Unit: 9905 : ISF, Central Garage

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	6,500	11,500	0	0	11,500
42-11 Rents & Concessions-Equipment Replacement	125,500	77,500	0	0	77,500
69-20 Other Current Services-Other	11,000	18,500	0	0	18,500
69-25 Other Current Services-Central Garage	598,892	562,300	0	0	562,300
79-60 Sales-Sale of Fixed Assets	5,600	9,300	0	0	9,300
Revenue - Summary	747,492	679,100	0	0	679,100
Expense					
17-00 Maintenance-Equipment-	92,700	92,700	0	0	92,700
22-72 Office Expense-Books & Periodicals	1,800	1,500	0	0	1,500
23-80 Prof & Specialized Svcs-Professional & Specialize	490	550	0	0	550
23-85 Prof & Specialized Svcs-DPW Services	56,002	48,363	0	0	48,363
23-91 Prof & Specialized Svcs-Intra-Div Services	129,220	123,631	0	0	123,631
28-30 Special Departmental Exp-Supplies & Services	341,480	334,506	0	0	334,506
48-00 Taxes & Assessments-	300	350	0	0	350
62-72 Cap. FA-Equipment-Autos & Light Trucks	125,500	51,000	0	0	51,000
62-79 Cap. FA-Equipment-Prior Years	0	26,500	0	0	26,500
Expense - Summary	747,492	679,100	0	0	679,100
NET COST	0	0	0	0	0

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 based on depreciation schedules for each piece of equipment and it's generated with the hourly rates paid for equipment. The depreciation is tracked in BU 9908.

ACCOMPLISHMENTS IN FY 2018-19

- Maintained the Chip Sealing equipment in 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
- Began the Class B driver's license training of newest hired technician

GOALS IN FY 2019-20

- 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
- Continue to improve efficiency by providing training for technicians to further increase their skill level
- Continue to provide excellent maintenance and repair services to heavy equipment to maximize usage with minimum down-time

DEPARTMENT OF PUBLIC WORKS

SCOTT DE LEON, Director

BU 9907 – ISF Heavy Equipment

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- This Budget Unit is almost entirely dependent on the Road Department (Budget Unit 3011) and the use of equipment. As the cost of providing services continues to rise and with no reserves for the Division as a cushion, it will be critical that the Road Department utilize equipment as frequently as possible

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 907 : ISF-Hvy Equip-Rental Op
Budget Unit: 9907 : ISF, Heavy Equipment

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-10 Rents & Concessions-Rents & Concessions	913,048	877,300	0	0	877,300
69-20 Other Current Services-Other	8,500	11,500	0	0	11,500
Revenue - Summary	921,548	888,800	0	0	888,800
Expense					
17-00 Maintenance-Equipment-	250,650	243,650	0	0	243,650
18-00 Maint-Bldgs & Imprvmnts-	1,000	1,000	0	0	1,000
22-72 Office Expense-Books & Periodicals	400	400	0	0	400
23-80 Prof & Specialized Svcs-Professional & Specialize	820	850	0	0	850
23-85 Prof & Specialized Svcs-DPW Services	55,658	53,483	0	0	53,483
23-91 Prof & Specialized Svcs-Intra-Div Services	387,660	370,892	0	0	370,892
27-00 Small Tools & Instruments-	4,950	4,950	0	0	4,950
28-30 Special Departmental Exp-Supplies & Services	212,910	206,075	0	0	206,075
62-73 Cap. FA-Equipment-Shop	7,500	7,500	0	0	7,500
Expense - Summary	921,548	888,800	0	0	888,800
NET COST	0	0	0	0	0

DEPARTMENT OF PUBLIC WORKS

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. Equipment replacement funding is based on depreciation schedules for each piece of equipment and it's 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 2018-19

- Replaced and retrofitted three (3) pieces of equipment for California Air Resources Board (CARB) compliance
- Replaced four (4) ISF ¾-ton pickup trucks utilized by the Road Department
- Replaced Forklift

GOALS IN FY 2019-20

- 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

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- This Budget Unit is almost entirely dependent on the Road Department (Budget Unit 3011) and the use of equipment. As the cost of providing services continues to rise and with no reserves for the Division as a cushion, it will be critical that the Road Department utilize equipment as frequently as possible

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 908 : ISF-Hvy Equip-Restricted

Budget Unit: 9908 : ISF, Heavy Equip-Restricted

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-11 Rents & Concessions-Equipment Replacement	254,257	247,746	0	(50,000)	297,746
79-60 Sales-Sale of Fixed Assets	18,600	12,500	0	0	12,500
81-22 Operating Transfers-In	11	0	0	0	0
Revenue - Summary	272,868	260,246	0	50,000	310,246
Expense					
62-74 Cap. FA-Equipment-Other	301,000	250,000	0	0	250,000
62-79 Cap. FA-Equipment-Prior Years	235,610	0	0	50,000	50,000
Expense - Summary	536,610	250,000	0	50,000	300,000
NET COST	263,742	(10,246)	0	0	(10,246)

Department Revenue and Expenses

Fund: 909 : ISF-Hvy Equip-Replacement

Budget Unit: 9909 : ISF, Heavy Equip-Replacement

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
81-23 Operating Transfers-Out	(11)	0	0	0	0
Revenue - Summary	(11)	0	0	0	0
NET COST	11	0	0	0	0

DEPARTMENT OF PUBLIC WORKS

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 2018-19

- Provided quality, professional mechanic services for the maintenance and repair of vehicles and heavy equipment

GOALS IN FY 2019-20

- Continue to provide excellent maintenance and repair services to vehicles and heavy equipment to maximize usage with minimum down-time
- Continue succession planning within the Division in anticipation of the Division Manager’s pending retirement

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- This Budget Unit is dependent on the Road Department (Budget Unit 3011) and the use of equipment and all the various Departments that utilize vehicles in the county fleet. As the cost of providing services continues to rise and with no reserves for the Division as a cushion, it will be critical that the Departments utilize equipment and vehicles as frequently as possible

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 911 : ISF-Fleet Maintenance

Budget Unit: 9911 : ISF, Fleet Maintenance

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
69-20 Other Current Services-Other	516,880	494,623	0	(27,613)	522,236
Revenue - Summary	516,880	494,623	0	27,613	522,236
Expense					
01-11 Salaries & Wages-Permanent	241,626	235,912	0	0	235,912
01-13 Salaries & Wages-OT, Holiday, Stby	2,500	2,500	0	0	2,500
01-14 Salaries & Wages-Other, Term	3,473	12,503	0	0	12,503
02-21 Retirement Contributions-FICA	18,941	19,195	0	0	19,195
02-22 Retirement Contributions-PERS	42,915	48,980	0	0	48,980
03-30 Insurance-Health/Life	55,446	65,475	0	0	65,475
03-31 Insurance-Unemployment	1,716	1,739	0	0	1,739
04-00 Worker's Compensation-	30,603	33,305	0	0	33,305
11-00 Clothing & Personal Suppl-	1,270	1,270	0	0	1,270
12-00 Communications-	3,637	3,637	0	0	3,637
14-00 Household Expense-	6,680	6,875	0	0	6,875
15-12 Insurance-Public Liability	2,119	2,462	0	0	2,462
15-13 Insurance-Fire & Allied Cvrgrs	10,536	7,626	0	0	7,626
17-00 Maintenance-Equipment-	750	750	0	0	750
18-00 Maint-Bldgs & Imprvmnts-	4,000	4,000	0	0	4,000
19-40 Medical Expense-Medical Supplies	100	100	0	0	100
20-00 Memberships-	100	100	0	0	100
23-80 Prof & Specialized Svcs-Professional & Specialize	1,934	1,934	0	0	1,934
23-90 Prof & Specialized Svcs-Administrative Services	16,268	23,907	0	0	23,907
24-00 Publications & Legal Ntcs-	100	100	0	0	100
27-00 Small Tools & Instruments-	4,180	4,180	0	0	4,180
28-30 Special Departmental Exp-Supplies & Services	2,475	2,975	0	0	2,975
29-50 Transportation & Travel-Transportation & Travel	600	300	0	0	300
30-00 Utilities-	11,998	11,998	0	0	11,998
38-00 Inventory Items-	0	2,800	0	0	2,800

Department Revenue and Expenses

Fund: 911 : ISF-Fleet Maintenance

Budget Unit: 9911 : ISF, Fleet Maintenance

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Expense - Summary	463,967	494,623	0	0	494,623
NET COST	(52,913)	0	0	(27,613)	(27,613)

HUMAN RESOURCES

CAROL J. HUCHINGSON, County Administrative Officer



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.

GOALS IN FY 2019-20

- A portion of the funding in this BU will be applied to the employee Health and Wellness Fair at the time of Open Enrollment in Fall 2019.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

Human Resources has started to use these funds in order to facilitate education of health and wellness.

Department Revenue and Expenses

Fund: 917 : Employee Health/Wellness

Budget Unit: 9917 : ISF, Self-Funded Dental Vision

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	456	450	0	0	450
Revenue - Summary	456	450	0	0	450
Expense					
28-30 Special Departmental Exp-Supplies & Services	54,340	55,959	0	0	55,959
Expense - Summary	54,340	55,959	0	0	55,959
NET COST	53,884	55,509	0	0	55,509

HUMAN RESOURCES

CAROL J. HUCHINGSON, County Administrative Officer



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 2018-19

- Timely response to all unemployment claims (81 as of April 4, 2019)
- HR Staff coordination of hearing notices.
- Management of contract with TPA.

GOALS IN FY 2019-20

- 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.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

There are no at-risk operations, priorities or expenditures.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

There are no significant changes from the prior years budget.

Department Revenue and Expenses

Fund: 918 : ISF-Unemployment Ins

Budget Unit: 9918 : ISF, Unemployment Insurance

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	2,136	2,193	0	0	2,193
79-90 Other-Miscellaneous	401,920	366,828	0	0	366,828
Revenue - Summary	404,056	369,021	0	0	369,021
Expense					
23-80 Prof & Specialized Svcs-Professional & Specialize	1,000	1,000	0	0	1,000
23-91 Prof & Specialized Svcs-Intra-Div Services	2,700	2,700	0	0	2,700
46-21 Claims & Judgements-Current Claims	421,017	599,198	0	0	599,198
Expense - Summary	424,717	602,898	0	0	602,898
NET COST	20,661	233,877	0	0	233,877

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 in regard 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. This Authority is an independent joint powers authority that has created a risk-sharing pool for public entities. The Office reviews all claims for damages and has oversight of the third-party administrator for liability. This Office, as directed by the Board of Supervisors, provides direction to both the third-party administrator and the assigned counsel.

This Office reviews and considers the bases for all claims and litigation and looks for ways to assist County departments to minimize and/or prevent the re-occurrence of similar claims and actions through training and corrective action.

ACCOMPLISHMENTS IN FY 2018-19

- Significant claims and cases have resolved in the 2018-2019 fiscal year, which will result in a positive impact to our premium costs, albeit over period of years.
- Departments have been and continue to be extremely collaborative and helpful in addressing these claims, offering solutions for the future, and taking corrective action as needed.

GOALS IN FY 2019-20

- We have a number of goals for the coming fiscal year. These include securing the services of a new third-party administrator for liability. Over the years, the scope of services provided has steadily decreased and this office finds it must do more and more to address pending liability claims. We also intend to increase the number of attorneys available for assignment to cases handling through the Authority.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- As referenced above, resolution of a number of significant claims and cases occurred in the 2018-2019 fiscal year; however, there were two cases which resolved at substantial expense. While these cases were covered through the County's liability coverage and result in no out-of-pocket losses to the County beyond the \$10,000 deductibles, there will be an increase in the liability premiums over the next few years.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

The projected premium estimates for the liability program indicate a significant increase due to significant case settlements.

Department Revenue and Expenses

Fund: 919 : ISF-Public Liab Ins
Budget Unit: 9919 : ISF, Public Liability

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	25,000	25,000	0	0	25,000
79-90 Other-Miscellaneous	1,250,000	1,600,000	0	0	1,600,000
79-93 Other-Insurance Proceeds	50,000	0	0	0	0
Revenue - Summary	1,325,000	1,625,000	0	0	1,625,000
Expense					
12-00 Communications-	400	400	0	0	400
15-10 Insurance-Other	964,460	1,571,838	0	0	1,571,838
15-12 Insurance-Public Liability	2,119	2,119	0	0	2,119
15-13 Insurance-Fire & Allied Cvrgrs	48	48	0	0	48
17-00 Maintenance-Equipment-	100	100	0	0	100
20-00 Memberships-	9,500	10,000	0	0	10,000
22-70 Office Expense-Supplies	150	150	0	0	150
22-71 Office Expense-Postage	50	50	0	0	50
23-80 Prof & Specialized Svcs-Professional & Specialize	201,502	201,502	0	0	201,502
23-91 Prof & Specialized Svcs-Intra-Div Services	75,927	79,444	0	0	79,444
28-30 Special Departmental Exp-Supplies & Services	25,000	24,500	0	0	24,500
29-50 Transportation & Travel-Transportation & Travel	1,500	1,500	0	0	1,500
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	300	300	0	0	300
38-00 Inventory Items-	25,750	200	0	0	200
42-11 Principal & Interest-Advances	767,530	0	0	0	0
46-20 Claims & Judgements-Judgements	226,163	355,939	0	0	355,939
46-23 Claims & Judgements-Miscellaneous Uninsured	779,011	450,000	0	0	450,000
90-91 Transfers & Contingencies-Contingencies	50,000	50,000	0	0	50,000
Expense - Summary	3,129,510	2,748,090	0	0	2,748,090
NET COST	1,804,510	1,123,090	0	0	1,123,090

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 all other County departments regarding driver and workplace safety issues, assists departments with all workers’ compensation matters, return to work and reasonable accommodation issues, and the development of services and programs designed to enhance employee access to medical care for work-related injuries. The office monitors the work of the third-party claims administrator to ensure that employee needs are being promptly addressed, that departments are kept informed, and to conduct periodic reviews throughout the year of open claims.

ACCOMPLISHMENTS IN FY 2018-19

- We have worked diligently to create an effective team to address work-related injuries. That team is comprised of this Office, Intercare, the third-party administrator, the Excess Insurance Authority, service providers, all County departments, and County employees. In less than three years, this approach has been so successful that the annual workers’ compensation premium payment due from the County has decreased by slightly more than \$1,100,000.00.

GOALS IN FY 2019-20

- Our goals for the coming year include continuing our efforts to reduce premium costs while improving employee access to medical care in the event of a work-related injury. We will continue to provide driver safety training to employees and will provide other training opportunities this year.

AT RISK OPERATIONS, PRIORITIES OR EXPENDITURES FOR 2019-20

- We have lost a significant team member from the third-party administrator, the claims adjuster. It will take some time in the coming year to secure a capable replacement. We hope that with regular communication this transition will not slow our momentum and our progress.

SIGNIFICANT CHANGES IN BUDGET FROM PRIOR YEAR

We anticipate a continued reduction in premium costs.

Department Revenue and Expenses

Fund: 920 : ISF-Workers Compensation

Budget Unit: 9920 : ISF, Workers Compensation

	2018-19 Adopted	2019-20 Requested	Admin Adjustments Prelim	Admin Adjustments Final	2019-20 Adjusted Requests
Revenue					
42-01 Revenue from Use of Money-Interest	15,000	10,000	0	0	10,000
79-90 Other-Miscellaneous	3,150,000	2,450,000	0	0	2,450,000
Revenue - Summary	3,165,000	2,460,000	0	0	2,460,000
Expense					
12-00 Communications-	100	100	0	0	100
15-10 Insurance-Other	3,212,000	2,646,040	0	0	2,646,040
20-00 Memberships-	9,500	9,500	0	0	9,500
22-70 Office Expense-Supplies	250	250	0	0	250
22-71 Office Expense-Postage	50	50	0	0	50
23-80 Prof & Specialized Svcs-Professional & Specialize	35,200	35,200	0	0	35,200
23-90 Prof & Specialized Svcs-Administrative Services	11,633	11,629	0	0	11,629
23-91 Prof & Specialized Svcs-Intra-Div Services	75,927	79,444	0	0	79,444
28-30 Special Departmental Exp-Supplies & Services	30,000	30,000	0	0	30,000
29-50 Transportation & Travel-Transportation & Travel	3,700	3,700	0	0	3,700
29-51 Transportation & Travel-Cent. Gar.-Pool Mlg ONLY	300	300	0	0	300
38-00 Inventory Items-	26,500	8,520	0	0	8,520
46-23 Claims & Judgements-Miscellaneous Uninsured	436,283	700,000	0	0	700,000
90-91 Transfers & Contingencies-Contingencies	50,000	150,000	0	0	150,000
Expense - Summary	3,891,443	3,674,733	0	0	3,674,733
NET COST	726,443	1,214,733	0	0	1,214,733