

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

2 **RESOLUTION NO. _____**

3 **A RESOLUTION AMENDING RESOLUTION NO. 2018-118, ESTABLISHING TEMPORARY**
4 **ALTERNATE OFFICE HOURS FOR COUNTY OFFICES LOCATED WITHIN AND SURROUNDING**
5 **THE LAKE COUNTY COURTHOUSE BUILDING**

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

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

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

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

17 **WHEREAS**, unprecedented natural disasters of 2015-2019 further reduced County revenues,
18 and flexibility was needed to solve departmental issues and redesign business practices; and

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

23 **WHEREAS**, the County has, thus far, been unsuccessful in pursuit of additional revenue
24 streams to sustain County operations, and our dire financial condition continues to worsen; and

25 **WHEREAS**, County departments continue to operate with high vacancy rates and reduced
26 staffing patterns, and are not able to provide all normal services; and

27 **WHEREAS**, on August 28, 2018, by Resolution No. 2018-118, the Board of Supervisors
28 authorized, for the period of September 11, 2018 – March 10, 2019, all County offices located in the
29 Lake County Courthouse building at 255 N. Forbes St., Lakeport, and select surrounding and satellite

offices of the County of Lake, to be open to the public for the transaction of business continuously from 8:00a.m. until 5:00p.m., every day except Fridays, Saturdays, Sundays, and holidays; and

WHEREAS, on December 4, 2018, this Board unanimously adopted a Fiscal Crisis Management Plan, affirming support of policy changes that create business efficiencies and allow departments to respond to challenges, such as fluctuations and reductions in staffing; and

WHEREAS, on March 12, 2019, by Resolution No. 2019-35, this Board extended reduced public office hours for an additional six month period, through September 10, 2019; and

WHEREAS, it remains the desire of this Board to provide the best possible customer service, and uninterrupted staff time has significantly improved many departments' capacity to efficiently manage heavy workloads.

NOW, THEREFORE, BE IT RESOLVED:

For an additional six month period, from September 10, 2019 - March 10, 2020, all County offices located within the Lake County Courthouse building at 255 N. Forbes St., Lakeport, and select surrounding and satellite offices of the County of Lake, shall be open to the public for the transaction of business continuously from 8:00a.m. until 5:00p.m., every day except Fridays, Saturdays, Sundays, and holidays.

County offices located within the Lake County Courthouse shall include:

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

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

- Department of Public Services, 333 2nd St., Lakeport

- District Attorney's Office, 375 3rd St., Lakeport
- District Attorney's Office, Victim-Witness Division, 420 2nd St., Lakeport
- Special Districts, 230 N. Main St., Lakeport
- Lake County Air Quality Management District, 2617 S. Main Street, Lakeport
- Child Support Services, 3980 Gard St, Kelseyville

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

The County Administrative Officer shall come before the Board of Supervisors to revisit these hours on or before March 10, 2020.

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

AYES:

NOES:

ABSENT OR NOT VOTING:

ATTEST: CAROL J. HUCHINGSON
Clerk to the Board of Supervisors

COUNTY OF LAKE

By: _____
Deputy

Chair, Board of Supervisors

APPROVED AS TO FORM:

ANITA L. GRANT
County Counsel

*The County Counsel's Office shall be available on Friday for the receipt of litigation-related pleadings, required court appearances, and similar matters.