

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

2 **RESOLUTION NO. _____**

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

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

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

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

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

18 **WHEREAS**, unprecedented natural disasters of 2015-2017 further reduced County revenues,
19 and greater flexibility was needed to solve complex departmental issues and redesign business
20 practices through various means; and

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

25 **WHEREAS**, the Pawnee, Ranch and River fires of 2018 collectively destroyed more than 150
26 residences and mobile homes, and consumed hundreds of thousands of acres, and 2019's February
27 Atmospheric River Storm disaster and fall Public Safety Power Shutoff events brought further instability
28 and workload and financial effects; and

29 **WHEREAS**, County departments have operated over the "Friday Closure" period with an
30 average vacancy rate of 20%, and protected staff time has been essential to adaptation of work process

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to mitigate chronic understaffing, repeated disasters and severe financial challenge, all of which have collectively strained departments in numerous ways, including high employee turnover; and

WHEREAS, COVID-19 injected further uncertainty, and, as County offices reopened to the public June 1, it is reasonable and prudent to allow some protected staff time for training, as departments continue to adapt to new office space and business practice norms, in light of the pandemic.

NOW, THEREFORE, BE IT RESOLVED:

For the period of May 10, 2020 - July 5, 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

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County offices shall resume normal business hours as described in Section 2-2 of the County Code on Monday, July 6, unless otherwise authorized by Ordinance (permanent variances in public hours) or Resolution (temporary changes in public hours).

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

THIS RESOLUTION was passed and adopted by the Board of Supervisors of the County of Lake at a regular meeting thereof on the 23rd day of June, 2020 by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

ATTEST: CAROL J. HUCHINGSON

COUNTY OF LAKE

Clerk to the Board of Supervisors

By: _____

Deputy

Chair, Board of Supervisors

APPROVED AS TO FORM:

ANITA L. GRANT

County Counsel

DocuSigned by:

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