



AGENDA ITEM NO.

Fa

COUNTY OF HUMBOLDT

For the meeting of: June 5, 2018

Date: May 14, 2018
 To: Board of Supervisors
 From: Amy S. Nilsen, County Administrative Officer *AN*
 Subject: Proposed Fiscal Year (FY) 2018-19 Budget

RECOMMENDATION(S):

That the Board of Supervisors:

1. Receive and review Humboldt County's Proposed FY 2018-19 Budget;
2. Adopt a Resolution Authorizing an Inter-Fund Loan for the Forest Resources and Recreation Fund (1710) (Attachment I);
3. Direct the Auditor-Controller to transfer \$1,100,000 in FY 2018-19 from the Tax Loss Reserve Fund (3010) to the General Fund;
4. Continue budget discussion to the public hearings scheduled for Monday, June 18, 2018 (1:30 p.m. and 5:30 p.m.);
5. Direct the County Administrative Officer to return to the Board on June 26, 2018, to consider adoption of the final budget for FY 2018-19; and
6. Take other action as appropriate.

Prepared by Elishia Hayes, Senior Administrative Analyst

CAO Approval *[Signature]*

REVIEW:	<u>CS</u>	County Counsel	Human Resources	Other
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TYPE OF ITEM:

Consent

Departmental

Public Hearing

Other

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
 Upon motion of Supervisor *Bas Wilson*
 Seconded by Supervisor *Wilson*
 And unanimously carried by those members present,
 The Board hereby adopts the recommended action
 contained in this report.

PREVIOUS ACTION/REFERRAL:

Board Order No. F-1 _____

Meeting of: 4/24/18 _____

Dated: 6/5/18
 Kathy Hayes, Clerk of the Board
 By: *[Signature]*

SOURCE OF FUNDING: All County funds

DISCUSSION:

Annually, the County Administrative Office (CAO) presents a proposed budget. California Government Code Sections 29000 through 30200, known as The County Budget Act, as applied through rules issued by the Office of the State Controller, provide the legal requirements pertaining to the content of the proposed budget, adoption procedures and dates by which action must be taken. The CAO, as designated by the Board, is responsible for completing the budget process pursuant to state code.

Locally, the budget process is lengthy and includes the below steps:

- On February 6, 2018, as part of the Mid-Year Budget report, your Board set parameters for the development of the FY 2018-19 budget for General Fund allocations and the budget calendar. The parameters included direction to set departmental allocations from the General Fund to increase by 5 percent based on current year General Fund allocations. This allocation was intended to cover increased costs for departments as well as allow for a balanced budget. In addition, your Board directed staff to accept Additional Requests for General Fund Appropriation (additional funding requests) in the FY 2018-19 budget that demonstrate a potential to generate future savings.
- Community Budget Roadshows were held on February 28 and March 8, 12 and 22, 2018, with the assistance from Access Humboldt and a facilitator, County of Humboldt elected officials, department heads and representatives from various departments. The purpose of the roadshows were to present an overall view of the state of the county and to solicit public input on community priorities. In addition, community members unable to attend the workshops had the opportunity to participate and express their opinions on community priorities online via Open Humboldt. Staff plan to track these priorities through performance measures and report back to your Board and the community on the progress made towards those priorities. Additional information on the Community Budget Roadshow can be found on the county's website at http://humboldt.gov/1316/Open-Humboldt#peak_democracy.
- Preparation of the proposed budget began on February 22, 2018, when CAO staff presented to departments the parameters for development of their FY 2018-19 budget requests. Departments were asked to submit their requests to the CAO by April 2, 2018. The CAO reviewed the budget and Additional Requests for General Fund Appropriation (funding requests) in April and May, 2018.
- On April 23 and April 30, 2018 departments made presentations to your Board on their core services and budget requests.
- On May 3, 2018, your Board revised the Board's Strategic Framework and these have been integrated into the FY 2018-19 Proposed Budget.
- Presentation of the proposed budget is before your Board today.
- Public hearings on the proposed budget are scheduled to be held on June 18, 2018.

- The final budget is anticipated to be adopted on June 26, 2018.

The FY 2018-19 budget was developed with the primary purpose of supporting core services and the Board’s Six Key Goals. Additionally, budget development depicts a fiscally conservative approach, as national and state forecasts point to a slowing economy and the possibility of a mild recession. Therefore, the FY 2018-19 represents a focus on building a foundation for short and long-term financial stability. As additional resources are identified or made available, your Board may want to prioritize the allocation of resources based on the following six goals:

1. **Emphasizing public safety and health** as a key component of county decision-making.
2. Place a high priority on **rebuilding reserve and contingency accounts**.
3. Continue to examine **streamlining the inventory of county properties (including through repurposing and/or sale where appropriate)**, using an **asset management program** for all current and future resources including financial, capital, etc.
4. **Target investments that generate long-term savings**.
5. Encourage county departments to **demonstrate efficacy of new and existing programs by providing cost benefit analyses using results driven data**.
6. In order to build interjurisdictional and regional cooperation, engage in discussions of our regional economic future and engage and influence issues of statewide concern, the Board will seek to allocate resources to **support travel, training and electronic meeting costs for staff and elected officials**.

Today, the total proposed budget (or spending plan) before your Board for FY 2018-19 is \$412,417,553, which includes expenditures of \$165,547,690 from the county’s General Fund. The total proposed budget represents an increase of \$34,910,482, or 9 percent, more than the budget your Board adopted for the current fiscal year 2017-18. This increase is primarily due to: \$11.53 million for capital projects; \$4.58 million for Roads; \$2.86 million for planning and cannabis related activities; \$2 million for Contingency Reserves; \$1.28 million for General Reserves; \$1.25 million for a contribution to Post Employment Retirement Services (PARS); \$1 million for Measure Z activities; \$300,000 for the development of an Aviation Department; and \$100,000 to addressing affordable housing. The remaining \$10 million is attributable to state and federally reimbursable activities in Health and Human Services and salary and benefit increases.

In the General Fund, projected revenues for FY 2018-19 are \$159,522,342, which is an increase of \$23,036,366, or 16 percent, from FY 2017-18. This revenue increase is mainly due to additional funding for: capital improvement projects (\$11.53 million); planning, code enforcement and cannabis planning activities (\$4.1 million); Measure S (\$3 million); secured and unsecured property taxes (\$1.2 million); sales tax (\$529,722); Measure Z (\$487,404); and other dedicated funding sources (\$2.2 million).

FY 2018-19 Fund Balance Table

Estimated FY 2018-19 Beginning Fund Balance	\$ 11,010,486
**\$1,290,507 of the available discretionary fund balance is Measure Z	
Carry Forward (General Fund and Measure Z)	(2,317,910)
General Reserve Contribution	(500,000)
Additional Requests for General Fund Appropriations	(4,444,721)
Revenues Over Expenditures	<u>1,237,283</u>
Proposed Budget Net Costs	\$ (6,025,348)
Estimated FY 2018-19 Year-End Fund Balance	\$ 4,985,138
**\$84,000 of fund balance is Measure Z	

Approximately half, or \$71,584,724, of the total General Fund revenues, which includes \$11,578,000 in Measure Z, is available to be spent on your Board's priorities and projects.

The FY 2018-19 budget proposes that your Board allocate \$165,547,690 in General Fund expenditures, which is an increase of \$24,394,189, or 17 percent, from last year. The FY 2018-19 proposed budget has expenditures exceeding revenues by \$6 million, \$1.2 million of which is attributable to Measure Z expenditures, requiring the use of fund balance, resulting in an estimated ending fund balance for FY 2018-19 of \$4.9 million. The FY 2017-18 adopted budget included \$4.6 million in the use of fund balance. The increase in fund balance use for FY 2018-19 is primarily due to PARS and ADA contributions, as well as increased contributions to Contingencies and Reserves to meet Board adopted policy levels.

Measure Z

This budget includes Measure Z, the county's half-cent sales tax measure passed in November 2014. Measure Z is estimated to bring in \$11.58 million in revenue for the community in FY 2018-19. In addition, there is an estimated carry forward balance of \$1.29 million from FY 2017-18 that is available, in addition to the \$11.58 million, for funding expenditures in FY 2018-19. Your Board appointed a nine-member Citizens' Advisory Committee to make recommendations on the use of these funds. This committee has played an integral part in reviewing the Measure Z funding requests received for FY 2018-19. At the end of March 2018, the committee submitted their Measure Z funding recommendations totaling \$4.3 million for inclusion in the proposed budget. The recommendations were reviewed by your Board on April 24, 2018. Furthermore, your Board is recommending that an additional \$105,002, for a total of \$4.5 million, in allocations be included in the proposed budget. The following modifications were made to the Citizens' Advisory Committee recommendations:

- \$100,000 reduction to the request to conduct a Measure Z audit
- \$320,000 reduction to the request from the Fire Chief's Association
- \$40,000 for the Boys and Girls Club of the Redwoods
- \$21,307 for Library security
- \$35,000 to address walkability in Willow Creek, Petrolia and the City of Arcata
- \$85,000 for a School Resource Officer in McKinleyville
- \$75,000 for Sheriff coverage in the cities of Trinidad and Blue Lake
- \$268,695 for roads

The FY 2018-19 proposed budget includes a recommended \$12.7 million for Measure Z expenditures. This is comprised of \$7.4 million in on-going expenditures, \$1,187,910 in carry forward funding for uncompleted projects allocated in FY 2017-18 and \$4.1 million in one-time expenditures. The recommendations for FY 2018-19 include \$21,307 for the Library, \$106,354 for the Department of Health and Human Service, \$220,812 for the Sheriff and \$882,245 for Public Works. In addition, other local agencies will receive \$3.2 million in Measure Z funding as follows:

- \$40,000 for the Boys and Girls Club
- \$353,367 for City of Arcata
- \$37,500 for City of Blue Lake
- \$37,500 for the City of Trinidad
- \$512,840 for the Eureka Police Department
- \$273,348 for City of Fortuna
- \$32,000 for City of Rio Dell
- \$1.6 million for the Fire Chief's Association
- \$259,208 for K'ima:w Medical Center

- \$65,720 for Southern Trinity Area Rescue.

More detail on the Measure Z proposals submitted and recommended for funding can be found in Attachment II.

In order to transparently report on the Measure Z revenues and expenditures, each transaction concerning Measure Z takes place in a budget unit that is specific to Measure Z. This allows staff, the Citizens' Advisory Committee and the public the ability to see the description and the amount of funding for each activity. There is also a Measure Z section located within the Governance tab (starting on page B46) in the proposed budget. This section summarizes the recommended budgets for all Measure Z budget units.

Additional Funding Requests

Departments submitted over \$4.9 million in additional funding requests, as shown in Attachment III. The recommended budget does include funding for a limited number of one-time costs and some on-going expenses. While all of the departmental requests have merit, the CAO is proposing to direct the limited financial resources in the General Fund to the following funding requests:

One-time expenditures:

- \$20,000 Auditor-Controller (1100-111) - Funding to install new wiring for 26 data drops and 1 voice drop in the Auditor-Controller Office to allow for improved efficiencies in utilizing financial software and reducing hazards from outdated wiring. This funding request supports the Board's Strategic Framework by providing for and maintaining infrastructure.
- \$110,500 Facilities Maintenance (1100-162) - Funding to address regulatory requirements to mitigate threats associated with the site contamination from former service station operated at the site of Fourth and J Street in Eureka. This funding request supports the Board's Strategic Framework by creating opportunities for improved safety and health.
- \$100,000 Facilities Maintenance (1100-162) - Funding for the maintenance operations of hundreds of offices, three correctional facilities, one mental health treatment facility, five airports, the Veteran's Halls, and every building that the county conducts critical business from. This funding request supports the Board's Strategic Framework by providing for and maintaining infrastructure.
- \$65,835 Contribution to Economic Development (1100-199) - Funding for operational costs that exceed available grant revenues. This funding request supports the Board's Strategic Framework by encouraging new local enterprise and supporting business, workforce development and the creation of private-sector jobs. In addition, this request meets the community priorities by providing for Economic Development.
- \$250,000 Contribution to Deferred Maintenance (1100-199) - For deferred maintenance to address dilapidated county facilities. This funding request supports the Board's Strategic Framework by providing for and maintaining infrastructure.
- \$500,000 Contribution to Reserves (1100-199) - Additional contribution to General Reserve in FY 2018-19. This will begin to bring the county more in-line with the recommended level of between

10 to 16 percent of General Fund revenues. This funding request supports the Board's Strategic Framework by managing resources to ensure sustainability.

- \$250,000 Contribution to ADA (1100-199) - To fund phase II of the Facility Master Plan. This funding request supports the Board's Strategic Framework by providing for and maintaining infrastructure.
- \$1,000,000 Contribution to ADA (1100-199) - Contribution to the Americans with Disabilities Act (ADA) trust fund (4491) for expenses associated to ADA projects mandated by the consent decree. This funding request supports the Board's Strategic Framework by providing for and maintaining infrastructure.
- \$1,250,000 Contribution to PARS (1100-199) - Additional contribution to Public Agency Retirement Services to address county's mounting unfunded liability costs. This funding request supports the Board's Strategic Framework by managing resources to ensure sustainability.
- \$84,000 Sheriff Operations (1100-221) - To purchase two new vehicles for staff to conduct marijuana eradication activities. This funding request supports the Board's Strategic Framework by enforcing laws and regulations. In addition, this request meets the community priorities by ensuring the success of the cannabis industry.
- \$60,000 Sheriff Operations (1100-221) - One-time funding to for the Abandoned Vehicle Program. This funding request supports the Board's Strategic Framework by enforcing laws and regulations.
- \$60,750 Water Management (1100-251) - Funding to actively represent the county interests in major developments occurring on the Klamath, Trinity and Eel Rivers through consultant services and a water law attorney. This funding request supports the Board's Strategic Framework by managing resources to ensure sustainability. In addition, this request meets the community priorities of investing in roads, trails and rivers.
- \$36,000 Agricultural Commissioner (1100-261) - To purchase a new vehicle to perform local and state inspections and duties related to the cannabis cultivation inspection program. This funding request supports the Board's Strategic Framework by enforcing laws and regulations. In addition, this request meets the community priorities by ensuring the success of the cannabis industry.
- \$12,000 Agricultural Commissioner (1100-261) - To fund installation of wireless access points at the Agricultural Center to allow for improved wireless capabilities. This funding request supports the Board's Strategic Framework by providing for and maintaining infrastructure.
- \$15,000 Parks and Recreation (1100-713) - Funding to remove asbestos and mold from the Parks maintenance shop, causing an occupational health exposure hazard, and structural damage resulting in water leaks and perpetual mold. This funding request supports the Board's Strategic Framework by providing for and maintaining infrastructure.

On-going expenditures:

- \$90,300 Human Resources (HR)(1100-130) - Funding for 1.0 full-time equivalent (FTE) HR Project Manager to provide the resources necessary to meet additional needs of the internal and external clients with a focus on employee retention, succession planning, leadership development, employee development, HR systems upgrades and LEAN principles. This funding request supports the Board's Strategic Framework by investing in county employees.
- \$27,150 Facilities Maintenance (1100-162) - To contract for landscaping services at the Courthouse and other county owned properties including the Veteran's Halls to improve the appearance and provide safe access to facilities for the public and staff. This funding request supports the Board's Strategic Framework by providing for and maintaining infrastructure.
- \$54,052 Land Use (1100-166) - Funding for 1.0 FTE Administrative Assistant to maintain minimal staffing needs and eliminate the use of extra help and inefficient staffing turnovers. This funding request supports the Board's Strategic Framework by investing in county employees and providing community appropriate levels of service.
- \$39,134 Economic Development & Promotion (1100-181) - Funding of 2 percent of total transient and occupancy tax for Southern Humboldt Visitor's Bureau to promote tourism and the cannabis industry. This funding request supports the Board's Strategic Framework by supporting business, workforce development and the creation of private-sector jobs. In addition, this request meets the community priorities by providing for Economic Development and ensuring the success of the cannabis industry.
- \$20,000 Economic Development & Promotion (1100-181) - Increased funding for the Humboldt-Del Norte Film Commission to allow for participation in film conferences to educate industry leaders on Humboldt County, improved employee retention by increasing benefits and offering competitive wages and an increased marketing budget. This funding request supports the Board's Strategic Framework by supporting business, workforce development and the creation of private-sector jobs. In addition, this request meets the community priorities by providing for Economic Development.
- \$400,000 Contribution to Mental Health (1100-199) - Funding for DHHS, in collaboration with First 5, will coordinate a response to Adverse Childhood Experiences (ACEs) throughout the county to protect vulnerable populations. Funding would provide for early childhood mental health consultation, parenting support, and projects developed by community based organizations that will help build the resilience, independence, diversity, growth, education and success of Humboldt County's youth. This funding request supports the Board's Strategic Framework by protecting vulnerable populations. In addition, this request meets the community priorities by addressing Adverse Childhood Experiences (ACEs) and providing trauma-informed care.

Recommendation 2: Inter-Fund Loans

An inter-fund loan is necessary for the Forest Resources and Recreation Fund as it is anticipated the costs for infrastructure and operations of the McKay Community Forest will exceed available revenues. The resolution (Attachment I) before your Board today authorizes the General Fund to loan \$97,948 to the Forest Resources and Recreation Fund against the expected payment from future timber harvests.

Recommendation 3: Transfer from Tax Loss Reserve Fund

A Teeter plan requires counties to have 1 percent of all property taxes and assessments levied (Revenue and Taxation code 4703(a)) placed in a tax loss reserve fund, or Teeter fund. For Humboldt County this means the county’s tax loss reserve fund should be approximately \$1.47 million. Any dollar amount over the 1 percent requirement can be credited to the county General Fund. For FY 2017-18 your Board approved transferring \$1,100,000 to the General Fund from the Tax Loss Reserve fund. The county’s tax loss reserve fund (3010) is estimated to have a balance of \$3.29 million at the end of the current fiscal year, with an additional \$1.1 million in revenue anticipated for FY 2018-19. An estimated \$800,000 to \$1.1 million can be transferred to the General Fund on an on-going basis depending on economic conditions. Based on the current estimated fund balance, it is recommended that \$1.1 million be transferred to the General Fund for FY 2018-19.

FINANCIAL IMPACT:

Funding is as shown in the Humboldt County FY 2018-19 Proposed Budget document.

The total proposed county budget is \$412,417,553¹ proposed General Fund expenditures are \$165,547,690 including a Contingency Reserve of \$3.5 million.

Today’s recommendations support the Board’s Strategic Framework by managing resources to ensure sustainability of service.

OTHER AGENCY INVOLVEMENT:

All county departments and agencies, as well as several community organizations that receive county funding, are affected.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board’s discretion.

¹ The County’s internal service funds generally appropriate as expenditures funding that already appears as expenditures in other County budgets; therefore, in an effort to avoid double-counting, they are excluded from the budget totals above. The proposed appropriations in the funds not included in the county total are as follows:

3500 – Motor Pool Fund	\$ 4,164,811
3520 – Risk Management Fund	\$ 734,736
3521 – Communications Fund	\$ 304,131
3522 – Employee Benefits	\$ 444,181
3523 – Workers Compensation Fund	\$ 5,710,026
3524 – Liability Insurance Fund	\$ 3,500,774
3525 – Medical Plan Fund	\$20,919,748
3526 – Dental Plan Fund	\$ 1,496,929
3527 – Unemployment Insurance Fund	\$ 208,829
3528 – Purchased Insurance Premiums	\$ 768,195
3530 – Airport Enterprise Fund	\$ 3,947,118
3539 – Aviation Capital Projects	\$ 7,479,371
3540 – Heavy Equipment Fund	\$ 2,582,282
3550 – Information Technology Fund	\$ 4,879,081
3552 – ADA Compliance Fund	\$ 5,773,747
3555 – Purchasing Central Service Fund	\$ 378,589

ATTACHMENTS:

- I. Resolution Authorizing Inter-Fund Loan for the Forest Resources and Recreation Fund
- II. Measure Z Funding Requests
- III. Additional Requests for General Fund Appropriation
- IV. Humboldt County FY 2018-19 Proposed Budget (copy on file with the Clerk of the Board and available online at <http://www.humboldt.gov/247/Budget>)

Attachment I
Resolution Authorizing Inter-Fund Loan for the Forest Resources and Recreation Fund

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified copy of portion of proceedings, Meeting of June 5, 2018

RESOLUTION NO. 18-55

RESOLUTION OF THE HUMBOLDT COUNTY BOARD OF SUPERVISORS RESCINDING RESOLUTION NO. 17-48 AND INCREASING AUTHORIZATION OF AN INTER-FUND LOAN FROM THE GENERAL FUND TO THE FOREST RESOURCES AND RECREATION FUND

WHEREAS, on November 14, 2014, the Humboldt County Board of Supervisors accepted the Phase 1 property of the McKay Community Forest and established the Forest Resources and Recreation Fund; and

WHEREAS, the McKay Community Forest will be a working forest with periodic revenues from timber harvest which are projected to increase over time as trees grow and stand volumes increase; and

WHEREAS, it is anticipated that for approximately 30-years costs for infrastructure and operation of the McKay Community Forest will exceed revenues available; and

WHEREAS, the Forest Resources and Recreation Fund was established to account for operation of the McKay Community Forest and does not have adequate funds on hand to finance its budget; and

WHEREAS, on June 2, 2015, the Board of Supervisors approved a loan of \$50,000 to the Forest Resources and Recreation Fund from the General Fund and the actual draw on the loan through June 30, 2016 was \$24,922; and

WHEREAS, on June 7, 2016, the Board of Supervisors approved a loan of \$60,000 to the Forest Resources and Recreation Fund from the General Fund and the actual draw on the loan through June 30, 2017 was \$63,977; and

WHEREAS, on June 6, 2017, the Board of Supervisors approved a loan of \$85,385 to the Forest Resources and Recreation Fund from the General Fund; and

WHEREAS, additional funds in the amount of \$97,948 are now needed to finance the operation of the McKay Community Forest for a total loan amount of \$272,232; and

WHEREAS, adequate funds to increase the loan to the Forest Resources and Recreation Fund are available in the General Fund;

NOW, THEREFORE, THE HUMBOLDT COUNTY BOARD OF SUPERVISORS HEREBY RESOLVES AS FOLLOWS:

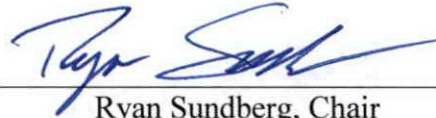
1. That Resolution No. 17-48 is hereby rescinded.
2. That an inter-fund loan is hereby authorized from the General Fund to the Forest Resources and Recreation Fund in an amount not to exceed \$272,232.

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified copy of portion of proceedings, Meeting of June 5, 2018

RESOLUTION NO. 18-55

3. That the loan is to be repaid from future timber harvest sales revenue from the McKay Community Forest anticipated to be received before 2045, together with interest as calculated by the Humboldt County Auditor-Controller based on the county pooled interest rate provided by the Humboldt County Treasurer Tax Collector.
4. That accelerated payment may be required if cash requirements so dictate.

Dated: June 5, 2018



Ryan Sundberg, Chair
Humboldt County Board of Supervisors

Adopted on motion by Supervisor Bass, seconded by Supervisor Wilson, and the following vote:

AYES:	Supervisors	Bohn, Sundberg, Fennell, Wilson, Bass
NAYS:	Supervisors	--
ABSENT:	Supervisors	--
ABSTAIN:	Supervisors	--

STATE OF CALIFORNIA)
County of Humboldt)

I, KATHY HAYES, Clerk of the Board of Supervisors, County of Humboldt, State of California, do hereby certify the foregoing to be an original made in the above-entitled matter by said Board of Supervisors at a meeting held in Eureka, California.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said Board of Supervisors.



By Ryan Sharp
Deputy Clerk of the Board of Supervisors of the
County of Humboldt, State of California

Attachment II
Measure Z Funding Requests

FY 2018-19 Measure Z Requests

Agency and Project	Agency Requested	Primary Citizens' Advisory Committee Recommendations	Secondary List Citizens' Advisory Committee Recommendations	Board Recommended
2-1-1 Humboldt				
Funding to continue operating as Volunteer Organizations Active in Disaster (VOAD)	\$ 55,000.00			
Affordable Homeless Housing Alternatives, Inc.				
Develop a safe, legal, transitional campground for currently homeless residents as a model for "housing first" that addresses stability needs of homeless while waiting for permanent housing	\$ 87,718.00			
AJ's Transitional Living				
Safe/sober house in McKinleyville - for Housing Project Manager to develop fundraising program and supplement facility expenses	\$ 100,349.00			
Area 1 Agency on Aging				
Leverage Older Americans Act funding to continue Long Term Care Ombudsman Program and Health Insurance Counseling and Advocacy Program	\$ 69,166.00			
Boys & Girls Club of the Redwoods	\$ -			
To allow for expanded space and capabilities to serve youth grades kindergarten to sixth grade in the Eureka Area.	\$ 50,000.00			\$ 40,000.00
California State Parks Dept. of Parks and Recreation				
Purchase a Wing Inflatable rescue/patrol boat and trailer for law enforcement patrol/response, search/rescue in lagoons, rivers, coast	\$ 20,000.00			
City of Arcata				
Replace/improve lighting on 17th Street walking path to Humboldt State University	\$ 35,000.00			
Purchase road grinding equipment for in-house road repairs	\$ 350,000.00			
City of Arcata Police Department				
Continued/expanded funding for one School Resource Officer (SRO), two Juvenile Diversion Counselors (JDC) to serve K-12 students, families for Humboldt County's 3rd District and western 5th District	\$ 360,107.00	\$ 353,367.00		\$ 353,367.00
City of Blue Lake				
One half time deputy sheriff.	\$ 75,317.00			\$ 37,500.00
City of Eureka Police Department				
Continued funding for 2 FTE positions - Police officer and Homeless Services Program Manager to work with DHHS and the MIST Team, implement Focus Strategies' Plan, etc.; funding for Parks-Waterfront Ranger to patrol City's recreational open space areas where majority of homeless-related problems occur; funding for non-sworn civilian Parks-Waterfront Ranger to augment sworn Parks Ranger and ensure consistent EPD presence; funding for DHHS for housing, detox, residential treatment, other services to serve/house high needs homeless population; purchase John Deere Gator off-road vehicle for officers to patrol expanded waterfront trail and other greenbelts	\$ 623,815.00	\$ 512,840.00		\$ 512,840.00
City of Ferndale and City of Rio Dell Police Departments				
New Record Management System (RMS) to allow for integration with other Humboldt County law enforcement agencies	\$ 183,439.00			
City of Fortuna Police Department				
Funding for salary, benefits, equipment for Fortuna Police Officer assigned as School Resource Officer for Eel River Valley (High School and Elementary)	\$ 174,174.00	\$ 136,674.00		\$ 136,674.00
Salary & Benefits for Drug Task Force Officer	\$ 171,174.00	\$ 136,674.00		\$ 136,674.00

FY 2018-19 Measure Z Requests

Agency and Project	Agency Requested	Primary Citizens' Advisory Committee Recommendations	Secondary List Citizens' Advisory Committee Recommendations	Board Recommended
Purchase of 2 Surface Remote Dispatch Positions and accessories for mobile dispatching City of Rio Dell Police Department	\$ 13,801.00			
Continued funding for part-time clerical support position in City's police department to provide support for law enforcement services, nuisance and code enforcement issues City of Trinidad	\$ 35,126.00	\$ 32,000.00		\$ 32,000.00
One full time deputy sheriff position to provide a dedicated peace officer in the Trinidad area seven days a week. College of the Redwoods	\$ 162,685.00			\$ 37,500.00
Sheriff's Deputy/School Resource Officer for safety of students, faculty, staff and improve emergency response times Community Help in Living Locally (CHILL)	\$ 268,800.00			
Epling Respite Center - a day center for the provision of Human Resources, Services, Healing and the Arts to aid at risk, vulnerable people Garberville Sanitary District	\$ 12,000.00			
Replace six fire hydrants Humboldt County Administrative Office	\$ 108,000.00			
Audit of Measure Z expenditures to ensure expenditures were consistent with recipient's application and/or Board allocation Humboldt County Adult Protective Services and District Attorney	\$ 100,000.00	\$ 100,000.00		\$ -
Elder and Vulnerable Adult Services Team (EVASt) to address cases of elder and vulnerable adult abuse with comprehensive approach and improved systematic response Humboldt County Dept. of Health and Human Services (Public Health, Healthy Communities Division)	\$ 148,110.00	\$ 106,354.00		\$ 106,354.00
Hepatitis C (HCV) Health Services Navigator to provide comprehensive non-medical case management Humboldt County Fire-Arson Investigation Unit (HCFAIU)	\$ 83,433.00			
Funding for training for more certified fire investigators for timely responses to rural areas, and replace antiquated specialized investigation equipment that would be challenged in court due to age and condition Humboldt County Fire Chief's Association	\$ 15,000.00			
Purchase equipment to bring firefighters to minimum level safety, three multi-use regional training facilities and upgrades to a current training facility, continuation of support funding for dispatch fees Humboldt County Library	\$ 3,583,769.00	\$ 1,930,536.00		\$ 1,610,536.00
Supplemental funding for part-time security guard at Eureka Main Library and funding for installation of side locking gates to protect from thoroughfare/vandalism Humboldt County Public Defender	\$ 25,652.00			\$ 21,307.00
Hire one full-time attorney at Conflict Counsel, increase supplies and services Humboldt County Public Works	\$ 155,069.00			
Improve county road surfaces, reducing response time for law enforcement, fire protection, emergency services	\$ 3,000,000.00	\$ 578,550.00	\$100,000 + half of unspent funds	\$ 847,245.00

FY 2018-19 Measure Z Requests

Agency and Project	Agency Requested	Primary Citizens' Advisory Committee Recommendations	Secondary List Citizens' Advisory Committee Recommendations	Board Recommended
Identification/removal of non-hazardous/hazardous illegal dumping sites, equipment, dumping fees	\$ 50,000.00			
Attend annual Aircraft Rescue and Firefighting Training to assist ACV airport base firefighters and staff	\$ 35,000.00			
Salaries & benefits for Airport Services Workers who provide aircraft rescue/firefighting services during carrier operations	\$ 291,000.00			
Transportation Security Administration security services at ACV airport	\$ 188,000.00			
To address walkability issues in the cities of Willow Creek, Arcata and Petrolia	\$ -			\$ 35,000.00
Humboldt County Sheriff				
Two new positions: Sheriff's Sergeant assigned to Drug Task Force (DTF) in lieu of full-time DTF lieutenant, Sheriff's Deputy School Resource Officer for Northern Humboldt School District in McKinleyville	\$ 234,998.00	\$ 111,812.00		\$ 196,812.00
Implementation, repair, replacement of county's ratio infrastructure	\$ 600,000.00	\$ 24,000.00	Half of unspent funds	\$ 24,000.00
Humboldt Recovery Center Incorporated				
90-day substance abuse treatment and 270-day continuing care for 5 people monthly	\$ 135,000.00			
Humboldt Senior Resource Center				
Purchase safety equipment and precautionary measures against crime, generators for two buildings to continue services in the event of a disaster	\$ 137,601.00			
Hydesville County Water District				
Replacement of 14 Hydesville area fire hydrants and main line feeding hydrants	\$ 272,000.00			
K'ima:w Medical Center				
The continuation of ambulance service in the Willow Creek Service area	\$ 310,113.00	\$ 259,208.00		\$ 259,208.00
KMUD Redwood Community Radio				
Emergency services communications system improvements: replace/upgrade generator, electrical upgrades, satellite telephone and service minutes	\$ 10,586.00			
Mattole Restoration Council				
Petrolia Pathways Project to promote safe access for pedestrians/cyclists with 5,000 foot pedestrian pathway from residential to public use areas on Mattole Road	\$ 120,250.00			
Mid Klamath Watershed Council				
Identify/remediate sites damaged from illegal cannabis cultivation in Orleans area	\$ 80,000.00			
Miranda Community Services District				
Remove and replace 8 aging and failing fire hydrants within district	\$ 64,000.00			
Mountain Community and Culture				
Willow Creek Pedestrian Safety Project for new crosswalks, painted intersections, lighting, asphalt walking paths, improved parking lot	\$ 35,000.00			
North Coast Substance Abuse Council, Inc.				
Funding for residential drug treatment bed nights	\$ 75,950.00			
Pay It Forward Humboldt				
Funding for cargo van to efficiently transport emergency supplies	\$ 46,318.00			

FY 2018-19 Measure Z Requests

Agency and Project	Agency Requested	Primary Citizens' Advisory Committee Recommendations	Secondary List Citizens' Advisory Committee Recommendations	Board Recommended
Project Inspire, a DreamMaker Project of Ink People, Inc. Project Inspire and Unchained programs to improve perceptions of health/health-related behaviors to reduce rates of addiction/addiction-related deaths. Additional work with children in schools through group therapy	\$ 125,826.00			
Redway Community Services District Replacement of Redway area fire hydrants and mainline extensions	\$ 88,122.00			
Southern Trinity Area Rescue Volunteer, non-profit organization that would like to transition to having one more paid EMT to help alleviate some of the strain on volunteers.	\$ 80,448.00	\$ 65,720.00		\$ 65,720.00
Yurok Tribe Clean up environmentally damaging, abandoned illegal marijuana grows/dumping	\$ 90,484.00			

Attachment III
Additional Requests for General Fund Appropriation

**Master List of Departmental Additional Requests for General Fund Appropriation
for FY 2018-19**

Fund	Budget #	Department	Priority	Description	Performance Measure	ONE TIME Net County Cost Requested	ON GOING Net County Cost Requested	ONGOING SAVINGS/Year	Detail	Recommended
1100	103	County Administrative Office	1	expertise in terms of applying Governmental Accounting Standards Board compliance and best practices, and to assist in the development of internal service charges and the cost allocation plan.	Fiscal Responsibility		\$100,833	unknown		\$0
Total for County Administrative Office						\$100,833				
1100	111	Auditor-Controller	1	Funding for 1.0 Fiscal Assistant and 2.0 Accountant-Auditor III positions to allow for increased productivity and effectively manage current work loads.	Fiscal Responsibility		\$181,181	Yes	Increased productivity, reduced fines and late fees, less liability of workers comp claims.	\$0
1100	111	Auditor-Controller	2	Funding to install new wiring for 28 data drops and 1 voice drop in the Auditor-Controller Office to allow for improved efficiencies in utilizing financial software and reducing hazards from outdated wiring.	Infrastructure Planning/Maintenance	\$20,000		unknown		\$20,000
Total for Auditor-Controller						\$201,181				
1100	130	Human Resources	1	Funding for 1.0 HR Project Manager to provide the resources necessary to meet additional needs of the internal and external clients with a focus on employee retention, succession planning, leadership development, employee development, HR systems upgrades and LEAN principles.			\$115,300			\$90,300
Total for Human Resources						\$115,300				
1100	162	Facilities Maintenance	7	Funding to address regulatory requirements to mitigate threats associated with the site contamination from former service station operated at the site of Fourth and J Street in Eureka.	Infrastructure Planning/Maintenance	\$110,500				\$110,500
1100	162	Facilities Maintenance	1	Funding for the maintenance operations of hundreds of offices, three correctional facilities, one mental health treatment facility, five airports, the Veteran's Halls, and every building that the county conducts critical business from.	Infrastructure Planning/Maintenance	\$100,000				\$100,000
1100	162	Facilities Maintenance	6	To fund 1.0 Laborer to provide for landscaping at the Courthouse and other county owned properties including the Veterans Halls to improve the appearance and provide safe access to facilities for the public and staff.	Infrastructure Planning/Maintenance		\$27,150	Yes	Will not need to hire a contractor to perform work	\$27,150
Total for Facilities Maintenance						\$237,650				
1100	168	Land Use	4	Funding for 1.0 Administrative Assistant to maintain minimal staffing needs and eliminate the use of extra help and inefficient staffing turnovers. In addition, \$18,735 is requested to cover increased insurance expenditures associated to a liability claim.	Roads and trails	\$18,735	\$54,052			\$54,052
Total for Land Use						\$72,787				
1100	181	Economic Dev & Promo	1	Funding of 2 percent of total transient and occupancy tax for Southern Humboldt Visitor's Bureau to promote tourism and the cannabis industry	Economic Development		\$39,134	unknown	Increased sales and tourism taxes	\$39,134
1100	181	Economic Development & Promotion	1	Increased funding for the Humboldt-Dei Norte Film Commission to allow for participation in film conferences to educate industry leaders on Humboldt County, improved employee retention by increasing benefits and offering competitive wages and an increased marketing budget.	Economic Development		\$20,000			\$20,000
Total for Economic Development & Promotion						\$59,134				
1100	199	Contribution to Economic Development	1	Funding for operational costs that exceed available grant revenues.	Economic Development	\$65,835				\$65,835
1100	199	Contribution to Economic Development	1	Funding for 1.0 FTE Economic Development Director to support business, workforce development.	Economic Development		\$148,987	Unknown	Increased sales and tourism taxes	\$0
Total for Economic Development						\$214,822				
1100	199	Contribution to Def Maint	1	To fund deferred maintenance to address dilapidated county facilities.	Infrastructure Planning/Maintenance	\$250,000				\$250,000
1100	199	Contribution to Reserve	1	Additional contribution to General Reserve in FY 2018-19 to build reserves in order to have an appropriate level during times of financial difficulty	Fiscal Responsibility	\$500,000				\$500,000
1100	199	Contribution to ADA	1	To fund phase II of the Facility Master Plan.	Infrastructure Planning/Maintenance	\$250,000				\$250,000

**Master List of Departmental Additional Requests for General Fund Appropriation
for FY 2018-19**

Fund	Budget #	Department	Priority	Description	Performance Measure	ONE TIME Net County Cost Requested	ON GOING Net County Cost Requested	ONGOING SAVINGS/Year	Detail	Recommended
1100	199	Contribution to ADA	1	Contribution to the Americans with Disabilities Act (ADA) trust fund (4491) for expenses associated to ADA projects mandated by the consent decree.	ADA	\$1,000,000			Required to comply with the ADA consent decree.	\$1,000,000
1100	199	Contribution to PARS	1	Additional contribution to Public Agency Retirement Services to address county's mounting unfunded liability costs.	Fiscal Responsibility	\$1,250,000				\$1,250,000
Total for ADA and Reserves						\$3,250,000				
1100	199	Contribution to Mental Health	1	Funding for DHHS, in collaboration with First 5, will coordinate a response to Adverse Childhood Experiences (ACEs) throughout the county to protect vulnerable populations. Funding would provide for early childhood mental health consultation, parenting support, and projects developed by community based organizations that will help build the resilience, independence, diversity, growth, education and success of Humboldt County's youth.	ACEs		\$400,000	\$400,000		\$400,000
Total for DHHS						\$400,000		\$0		
1100	199	Contributions Other Funds	1	Contribution to Natural Resources to fund operational costs that exceed available grant revenues.		\$20,000				\$0
Total for Other Funds						\$20,000		\$0		
1100	199	Contributions-Other	1	One-time funding to support local organizations, groups, and/or individuals addressing human trafficking issues.		\$21,145		unknown		\$0
Total for Other						\$21,145		\$0		
1100	221	Sheriff Operations	1	To purchase two new vehicles for staff to conduct marijuana eradication activities.		\$84,000		unknown		\$84,000
1100	221	Sheriff Operations	1	One-time funding to for the Abandoned Vehicle Program.		\$60,000		unknown		\$60,000
Total for Sheriff						\$144,000		\$0		
1100	251	Water Management	3	Funding to actively represent the county interests in major developments occurring on the Klamath, Trinity and Eel Rivers through consultant services and a water law attorney.		\$60,750		Yes	Federal grant match	\$60,750
Total for Water Management						\$60,750				
1100	261	Agricultural Commissioner	1	To purchase a new vehicle to perform local and state inspections and duties related to the cannabis cultivation inspection program.	Ensuring Success of Cannabis Industry	\$36,000				\$36,000
1100	261	Agricultural Commissioner	2	To fund installation of wireless access points at the Agricultural Center to allow for improved wireless capabilities.	Infrastructure Planning/Maintenance	\$12,000				\$12,000
1100	279	Agricultural Commissioner	1	Funding to make up for lost revenue that previously came from Trinity and Del Norte counties for Commissioner/Sealer services.		\$24,838				
Total for Agricultural Commissioner						\$72,838				
1100	713	Parks & Recreation	2	Funding to remove asbestos and mold from the Parks maintenance shop, causing an occupational health exposure hazard, and structural damage resulting in water leaks and perpetual mold.	Infrastructure Planning/Maintenance	\$15,000				\$15,000
Total for Parks & Recreation						\$15,000				
Total Funding Requests						\$4,912,602			Recommended One-time	\$3,814,085
									Recommended On-going	\$630,636
										\$4,444,721