



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
C-11

For the meeting of: June 27, 2017

Date: June 20, 2017
To: Board of Supervisors
From: Amy S. Nilsen, County Administrative Officer *AN*
Subject: Adoption of Fiscal Year (FY) 2017-18 County Budget

RECOMMENDATION(S):

That the Board of Supervisors:

1. Adopt the attached resolution (Attachment A) adopting the proposed budget, as modified by the final budget adjustments as listed on Attachment B, as the final adopted budget for FY 2017-18;
2. Approve the attached personnel allocation table (Attachment C) corresponding to the budget appropriations; and
3. Take other action as appropriate.

SOURCE OF FUNDING:

All county funds

DISCUSSION:

Your Board received the proposed budget for FY 2017-18 on June 6, 2017. Pursuant to County Budget Act requirements, your Board held noticed public hearings on Monday, June 19, at 1:30 p.m. and 6 p.m. At the

Prepared by Elishia Hayes

CAO Approval *[Signature]*

REVIEW: Auditor *[Signature]* County Counsel *[Signature]* Human Resources _____ Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

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

PREVIOUS ACTION/REFERRAL:

Board Order No. I-1, C-1

Meeting of: 6/6/2017, 6/19/2017

Dated: June 27, 2017
Kathy Hayes, Clerk of the Board

By: *[Signature]*

conclusion of the final hearing, your Board directed staff to return today for final approval of the budget.

During the final public hearing, County Administrative Office staff informed the Board of an additional \$2,630,000 in on-going Measure S revenue and \$369,764 in on-going Measure Z revenue. This was based on the number of completed cannabis permit applications as of the date of the public hearing and actual Measure Z revenues received to date. Accordingly, your Board directed staff to make the following adjustments to the budget recommendations.

Measure Z Adjustments

\$15,000 (Measure Z Contribution Other 1100-199) – for a Willow Creek walkability study to determine if current design supports pedestrian access.

\$15,000 (Measure Z Contribution to Library 1100-199) – for the purpose of providing additional security for patrons and staff at the Main/Eureka Library.

\$189,870 (DHHS Measure Z 1100-293) – to develop an Interagency Elder and Vulnerable Adult Services Team (EVASt).

\$162,158 (Sheriff Measure Z 1100-297) – to complete a radio system study to begin upgrading and replacing the old system for the purpose of improving communication and coverage for public safety.

During the final budget hearing your Board directed staff to make several adjustments to the proposed budget.

Adjustments by Board

\$41,000 (Board of Supervisors 1100-101) – for the addition of 1.0 FTE Administrative Assistant I/Deputy Clerk of the Board to address public records requests and staff support for Board appointed committees.

\$29,500 (Board of Supervisors 1100-101) – to replace Supervisor computers and provide county issued cell phone devices to improve communications and promote transparency.

\$20,000 (Economic Development & Promotion 1100-181) – to provide additional funding for the Film Commission to promote and seek opportunities in the film industry.

\$671,000 (Contributions-Other 1100-199) – to address American's with Disability Act mandates in terms of accessibility for programs, services and activities pursuant to the Department of Justice Consent Decree.

\$671,000 (Contributions-Other 1100-199) – to address various capital project needs such as space planning and co-locating services for the purpose of enhancing services and promoting efficiencies.

\$250,000 (Contributions-Other 1100-199) – for the Department of Health and Human Services to respond to Adverse Childhood Experiences (ACEs).

\$200,000 (Contributions-Other 1100-199) – to address the backlog of deferred maintenance needs for county-owned facilities.

\$200,000 (Contributions-Other 1100-199) – to begin a Facility Assessment Plan in order to effectively and efficiently manage county physical assets.

\$280,000 (Sheriff Marijuana Eradication 1100-228) – for the addition of 2.0 FTE Sheriff Deputy positions to increase cannabis enforcement.

\$50,000 (Sheriff 1100-221) – to provide additional funding for expanded vehicle abatement efforts.

\$60,000 (Sheriff 1100-221) – funding for the purchase of a Snowcat rescue and recovery vehicle to enhance public safety capabilities. This is a fixed asset purchase, an amended fixed asset table is included as Attachment D.

\$150,000 (Sheriff Marijuana Eradication 1100-235) – to unfreeze 1.0 FTE Assistant Chief Probation Officer position to allow for succession planning and increased operational efficiencies.

\$5,000 (Water Management 1100-251) – funding to develop a cooperative design to address flooding of Jacoby Creek.

\$2,500 (UCCE 1100-632) – to upgrade a vehicle to 4-wheel drive for the purpose of enhancing the operational capability of UCCE staff.

The requested action today is for the Board to adopt the proposed budget, along with the budget modifications, requested as the final budget.

Additional Budget Modifications

Budget adjustments are detailed on Attachment B and consist of changes resulting from Board requested actions described above and additional items as requested by departments.

\$91,347 (Public Works General Purpose Revenue) – to include an additional \$91,347 in Senate Bill 1 funding.

\$91,347 (Public Works Roads) – to unfreeze 1.0 FTE Roads Superintendent to address increased workloads resulting from severe storm damage.

\$200,000 (ADA Compliance ISF 3552-152) – to begin a Facility Assessment Plan in order to effectively and efficiently manage county physical assets.

Personnel

The Personnel Allocation Table (Attachment C) has been updated to reflect position changes in the Board of Supervisors, Sheriff Marijuana Eradication, Probation, DHHS Measure Z and Roads budgets. The changes are detailed below. These additional allocations will increase the total personnel by 4.0 FTE positions, 2.0 FTE positions are being unfrozen and funded.

Board of Supervisors (1100-101): To execute the expansion of Granicus, improve Boards and Commissions process, assist with records requests, as well as assist Board members with increased workloads due to roles as officers with different state organizations, the addition of 1.0 FTE Administrative Assistant/Deputy Clerk of the Board position is needed.

Sheriff Marijuana Eradication (1100-228): To address an increase in illegal marijuana grows through enforcement, an additional 2.0 FTE Deputy Sheriff are required.

Probation (1100-235): To allow for proper succession planning, a 1.0 FTE Assistant Chief Probation Officer is being unfrozen.

DHHS Measure Z (1100-293): 1.0 FTE Program Coordinator position is being added to allow for the development of an Interagency Elder and Vulnerable Adult Services Team (EVASt).

Roads (1200-325): Due to additional SB1 funding, 1.0 FTE Roads Superintendent is being unfrozen. This additional position will allow for the Roads Maintenance division to more effectively address increased workloads from failing roadways and severe storm damage across the county.

FINANCIAL IMPACT:

The total county budget for adoption today is \$377,507,072. There is an increase from the proposed to adopted budget of \$3,103,375, due to additional Measure Z allocations of \$382,028, net changes in Roads of \$91,347 and additional Board recommended allocations of \$2,630,000 to address ADA mandates, deferred maintenance, capital projects, as well as increased staffing for the Sheriff, Board of Supervisors, and Probation. General Fund expenditures are \$141,153,501. Budget modifications are detailed in Attachment B.

Per Board adopted policy the county's General Reserve should be between 8 and 10 percent of total General Fund revenues, or roughly \$10.9 million. The county's current General Reserve balance is \$2.3 million. Included in the budget is a contribution to the General Reserve in the amount of \$500,000.

General Fund contingencies are \$1,500,000, which is also much lower than the policy level of \$8.1 million.

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

OTHER AGENCY INVOLVEMENT:

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

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could make additional changes to the final budget or continue this item to a later meeting date. These alternatives are not recommended because the final budget as presented conforms to previous Board direction.

ATTACHMENTS:

- A. Budget Resolution
- B. Final Budget Adjustments
- C. Personnel Allocation Table
- D. Fixed Asset Table

- E. Budget Summary Schedules-4, 5, 6, 7A and 8A
- F. Budget Detail Schedule-9, on file with the Clerk of the Board

ATTACHMENT A
BUDGET RESOLUTION

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA
Certified copy of portion of proceedings, Meeting of June 27, 2017

RESOLUTION NO. 17-55

**RESOLUTION OF THE HUMBOLDT COUNTY BOARD OF SUPERVISORS ADOPTING
THE BUDGET OF THE COUNTY OF HUMBOLDT FOR FISCAL YEAR 2017-18**

WHEREAS, the Humboldt County Board of Supervisors conducted a noticed public hearing on June 19, 2017, at which the proposed budget was submitted and considered by the Board of Supervisors; and

WHEREAS, any increases contained within the final budget not included in the proposed budget have been submitted to the Board of Supervisors, in writing, through the Clerk of the Board; and

WHEREAS, this Resolution, including Budget Schedules 4, 5, 6, 7A, 8A and 9 which are incorporated herein by reference, contains each element required by California Government Code §29089; and

WHEREAS, all of the legal requirements for the adoption of the budget of the County of Humboldt for fiscal year 2017-18 have been complied with.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the following budget for the fiscal year beginning July 1, 2017, and ending June 30, 2018, be and the same hereby is approved and adopted:

A.	APPROPRIATIONS BY FUNCTION OF GOVERNMENT:	
1.	General Government	\$ 55,757,141
2.	Public Protection	\$ 98,177,154
3.	Public Ways & Facilities	\$ 26,241,518
4.	Health & Sanitation	\$ 67,132,624
5.	Public Assistance	\$ 119,145,908
6.	Education	\$ 4,098,751
7.	Recreation & Cultural Services	\$ 2,951,844
8.	Transportation Services	\$ <u>2,502,132</u>
	SUBTOTAL: OPERATING BUDGETS	\$ 376,007,072


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B. APPROPRIATIONS FOR CONTINGENCIES, BY FUND:	
1. General Fund	\$ 1,500,000
	SUBTOTAL: CONTINGENCIES
	\$ 1,500,000
	Provision for Reserves ¹
	\$ <u>500,000</u>
	TOTAL BUDGET REQUIREMENTS:
	\$377,507,072
C. THE MEANS OF FINANCING THE BUDGET REQUIREMENTS:	
Fund Balance Available for Financing Budget Year	
Requirements (estimated)	\$ 7,898,548
Cancellation of Reserves	\$ 0
Estimated Revenue Other Than Current Property Taxes	\$ <u>342,750,975</u>
	TOTAL
	\$350,649,523
Amount to Be Raised by Current Property Tax Levy	
Secured Roll	\$ 25,566,722
Unsecured Roll	\$ 1,005,700
Supplemental Roll	\$ <u>285,127</u>
	TOTAL
	\$ 26,857,549
	TOTAL BUDGET
	\$ 377,507,072

BE IT FURTHER RESOLVED that the details of said budget are as more fully set out in the copies of the detailed budget which are on file in the offices of the Auditor-Controller and the Clerk of the Board of Supervisors, which are incorporated herein by reference as though fully set forth herein.

Dated: June 27, 2017



VIRGINIA BASS, Chair
Humboldt County Board of Supervisors

¹ Included in General Government budget unit 1100-199

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT, STATE OF CALIFORNIA

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RESOLUTION NO. 17-55

Adopted on motion by Supervisor Sundberg, seconded by Supervisor Fennell, and the following vote:

AYES:	Supervisors	Sundberg, Fennell, Bass, Bohn
NAYS:	Supervisors	--
ABSENT:	Supervisors	Wilson
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 ANA HARTWELL
Deputy Clerk of the Board of Supervisors of the
County of Humboldt, State of California