

Environmental Management

RECOMMENDED BUDGET • FY 2020 - 21

MISSION

The mission of the Environmental Management Department is to protect, preserve and enhance the public health, safety, and the environment through a balanced program of environmental monitoring and enforcement, innovative leadership, community education, customer service, and emergency response for the citizens of and visitors to the County of El Dorado.

DEPARTMENT BUDGET SUMMARY

DEPT : 38 ENVIRONMENTAL MANAGEMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	1,295,194	1,170,989	1,409,244	238,255
IG Rev - Federal	17,027	3,000	3,000	0
Service Charges	365,462	533,173	615,413	82,240
Miscellaneous Rev	3,415	0	500	500
Other Fin Sources	656,561	700,024	698,020	(2,004)
Total Revenue	2,337,660	2,407,186	2,726,177	318,991
Salaries & Benefits	1,919,709	2,030,074	2,392,351	362,277
Services & Supplies	140,285	180,299	186,085	5,786
Other Charges	1,515	300	300	0
Intrafund Transfers	276,151	344,626	380,876	36,250
Intrafund Abatement	0	(148,113)	(233,435)	(85,322)
Total Appropriations	2,337,660	2,407,186	2,726,177	318,991
FUND 1000 GENERAL FUND TOTAL	0	0	0	0

DEPT : 38 ENVIRONMENTAL MANAGEMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
Taxes	441,386	385,159	439,800	54,641
Fines & Penalties	1,762	2,586	2,586	0
Rev Use Money/Prop	52,108	24,250	59,600	35,350
IG Rev - State	4,146	4,100	4,100	0
Other Gov Agency	6,232	5,923	6,000	77
Service Charges	340,191	350,750	350,750	0
Fund Balance	0	1,889,696	1,889,696	0
Total Revenue	845,824	2,662,464	2,752,532	90,068
Salaries & Benefits	152,687	290,571	230,778	(59,793)
Services & Supplies	37,205	69,457	67,785	(1,672)
Other Charges	289,638	347,740	332,839	(14,901)
Fixed Assets	0	65,000	50,000	(15,000)
Contingency	0	1,889,696	2,071,130	181,434
Total Appropriations	479,530	2,662,464	2,752,532	90,068
FUND 1353 County Service Area #3 TOTAL	(366,294)	0	0	0

Environmental Management

RECOMMENDED BUDGET • FY 2020 - 21

DEPARTMENT BUDGET SUMMARY (CONT.)

DEPT : 38 ENVIRONMENTAL MANAGEMENT

Description	Prior Year Actual	Current Year Adopted	CAO Recommended	Difference from Adopted
License, Pmt, Fran	19,304	0	17,500	17,500
Fines & Penalties	14,805	6,331	13,331	7,000
Rev Use Money/Prop	192,606	107,295	178,400	71,105
IG Rev - State	142,291	533,600	465,935	(67,665)
Service Charges	2,951,374	2,908,825	2,976,176	67,351
Miscellaneous Rev	550	0	2,950	2,950
Other Fin Sources	12,590	139,587	106,744	(32,843)
Residual Equity	102,113	0	0	0
Fund Balance	0	3,945,332	2,475,479	(1,469,853)
Total Revenue	3,435,633	7,640,970	6,236,515	(1,404,455)
Salaries & Benefits	1,119,404	1,552,272	1,560,086	7,814
Services & Supplies	2,025,353	2,327,762	2,200,764	(126,998)
Other Charges	364,419	737,090	729,799	(7,291)
Fixed Assets	11,911	197,200	45,000	(152,200)
Other Fin Uses	117,720	527,753	439,769	(87,984)
Residual Equity Xfer	102,113	0	0	0
Intrafund Transfers	231,008	420,882	350,362	(70,520)
Intrafund Abatement	(231,008)	(420,882)	(350,362)	70,520
Contingency	0	2,262,843	1,202,097	(1,060,746)
Reserves Budgetary	0	36,050	59,000	22,950
Total Appropriations	3,740,920	7,640,970	6,236,515	(1,404,455)
FUND 1360 County Service Area #10 TOTAL	305,288	0	0	0

MAJOR BUDGET CHANGES

Revenue

Taxes

\$54,641 Increase in Vector Control Property Tax Revenue based on FY 2018-19 actuals and 2019-20 year-to-date estimates.

License, Permit, and Franchise Fees

\$238,255 Increase in annual underground storage tank (\$38,519) and food facility permit (\$187,115) revenue based the number of permits currently on file and fee increases approved by the Board in FY 2019-20.

\$17,500 Increase in CSA #10 Solid Waste Permit fees from \$0 due to Construction and Demolition Debris permits not included in previous years' budgets.

Environmental Management

RECOMMENDED BUDGET • FY 2020 - 21

Use of Money / Property

\$107,060 Increase in interest revenue based on prior year actuals and actuals to-date in the current year.

State Revenue

(\$81,008) Decrease to State Revenue in CSA #10, Solid Waste (-\$47,665) and Hazardous Waste (\$-20,000) due to decreases in appropriated use of grant funding in FY 2020-21.

Service Charges

(\$101,534) Decrease in Special Assessments due mostly to a reduction in Vector Control (-\$118,300) due to change in budgeting methodology, whereby CSA Service Charges are budgeted in Charges for Service rather than Special Assessments.

\$95,000 Increase in Planning and Engineering Fee revenue in General Department (\$15,000) as a result of fee increases approved by the Board in FY 2019-20 and Liquid Waste (\$80,000) based on FY 2018-19 actuals.

(\$1,469,853) Decrease in use of fund balance compared to FY 2019-20.

Appropriations

Salaries and Benefits

\$163,098 Increase in permanent employee salary costs due to the addition of the Sustainability Coordinator, Hazardous Material/Recycling Specialist, and Waste Management Technician positions, offset in part by the deletion of one vacant Environmental Health Specialist III position.

(\$21,558) Decrease in overtime based on anticipated need due to the addition of permanent staff.

\$51,448 Increase in Retirement costs due to natural increases in salaries and the addition of permanent staff.

\$112,221 Increase in Health Insurance costs due to several vacancies in the department, which are budgeted at the most costly insurance plan option.

(\$32,163) Decrease in Workers' Compensation premium charge to bring the program funding level to an acceptable confidence level, as provided by the Risk Management Division.

Services and Supplies

(\$13,360) General Liability insurance premium charge recommended at \$0 to bring the program funding level to an acceptable confidence level, as provided by the Risk Management Division.

\$49,669 Increase in Computer System costs, mostly attributed to solid waste compliance software for mandatory organics recycling and the FieldSeeker GIS program for Vector Control.

Environmental Management

RECOMMENDED BUDGET • FY 2020 - 21

(\$6,502) Decrease in Professional and Specialized Services due to reductions in CSA #10 Liquid Waste program services, offset in part by costs for the installation and use of Broadband at the Union Mine Disposal site.

\$35,000 Increase in expected legal services costs for the Meyers Landfill.

48,475 Increase in Publication and Legal Notices costs, the majority of which are attributable to advertising costs for the promotion of various grant-related programs. These costs were previously budgeted under Special Department Expenses; however, there was a recent change in budgeting methodology.

Fixed Assets

(\$167,200) Decrease in fixed asset expenditures mostly attributable to the purchase of equipment, a vehicle, and building improvements for CSA #3 Vector Control in FY 2019-20 as well as the removal of building improvements.

Other Financing Uses

(\$101,327) Decrease in Operating Transfers Out, due to a decrease in the Oil Payment Program Grant, and no projects budgeted in the Liquid Waste program, offset by an increase in the City/County payment program for beverage container recycling due to a budgeting error in which the funding was budgeted as double in FY 2019-20.

(\$864,287) Decrease in Appropriation for Contingency, mostly in CSA #10 Solid Waste.

PROGRAM SUMMARIES

Administration/General Support

The Environmental Management Department Administration/General Support unit provides executive leadership and oversight for the Environmental Management Department (EMD). Effective July 1, 2019, the majority of costs associated with providing Administrative/General Support to the other EMD programs are primarily offset through direct charges to those programs, with the remaining costs spread to the other programs based on predetermined percentages.

South Lake Tahoe Vector Control (CSA #3)

The South Lake Tahoe Vector Control program carries out activities for the control of mosquitoes, plague, Hantavirus, and yellow jackets in the South Lake Tahoe Basin on a seasonal basis. Program revenue is largely derived from ad valorem taxes and from special tax assessments on improved property.

South Lake Tahoe City Snow Removal (CSA #3)

This is a pass-through to the City of South Lake Tahoe. Special tax assessment fees have been levied against properties within the incorporated area of South Lake Tahoe to fund city snow removal services. These assessments are collected by the County and passed on to the City.

Environmental Management

RECOMMENDED BUDGET • FY 2020 - 21

Solid Waste (CSA #10)

The Solid Waste program implements the Integrated Waste Management Plan (AB939) and other State mandated solid waste diversion initiatives (AB341, AB1826, SB1383), administers solid waste contracts and franchise agreements, implements and enforces the Construction and Demolition Debris Ordinance (C&D), Bear Proof Garbage Can Requirements Ordinance, and Solid Waste Management Ordinance, operates and maintains the Union Mine Landfill to maintain compliance with permits issued by multiple State agencies, including closed landfill cover and open landfill cells, landfill gas (LFG) extraction system and perimeter probe network, groundwater well network, and surface water sampling, and provides regulatory services at other landfill sites in the County. This program promotes various recycling programs through State grants, including food recovery and diversion from landfilling, beverage container recycling, waste tire enforcement, and waste tire collection and disposal. This program also includes the West Slope Litter Abatement program which provides for the removal of roadside litter, administration of and response to solid waste complaints, procurement of grants to fund litter abatement activities, and prosecution of litter or illegal dumping violations.

This program further includes collection of a designated special assessment for the Clean Tahoe Program (pass-through) which provides for litter pickup and control in the unincorporated area of the South Lake Tahoe Basin. Revenue generated in this program comes from special assessments on improved parcels (ongoing), funding from the Department Transportation for roadside litter abatement (West Slope), Material Recovery Facility (west slope) landfill tipping fees, and charges to other EMD programs for staff time. There are several one-time funding sources identified within the solid waste program that are funded by State grants. Appropriations associated with these grants are also one time in nature.

Household Hazardous Waste/Incident Response (CSA #10)

The Household Hazardous Waste program administers the countywide household hazardous waste collection and disposal program, including the operation of a household hazardous waste drop-off facility, grant activities that promote education and safe recycling related to used and refined oil, as well as recycling of electronic waste, universal waste, and waste oil and latex based paints. The program operates the hazardous materials incident response team, which includes response to incidents involving hazardous materials and functions as the County's first responder to all emergencies involving the release or threatened release of hazardous materials. The primary source of revenue generated to support this program comes from special assessments on improved parcels (ongoing) within the County. There are one-time funding sources identified within the Household Hazardous Waste program that funded by State grants. Appropriations associated with these grants are also one time in nature.

Liquid Waste (CSA #10)

The Liquid Waste program operates the Union Mine Wastewater Treatment Facility. This facility annually accepts and processes up to 5.8 million gallons of septic tank waste (septage), portable toilet waste, and leachate generated from the Union Mine Landfill. The facility comprises a 2,000,000-gallon Class II surface impoundment for the collection of leachate, a receiving station for septage and portable toilet waste haulers, two 500,000-gallon aerobic digesters, two 2,000,000-gallon storage tanks for holding processed wastewater, two high-speed centrifuges for the processing of solids, and a multitude of pumps, blowers and other specialized equipment necessary to receive, process, store and discharge the liquid wastes received by the facility. Revenue generated to support the Union Mine Wastewater Treatment Plant comes from special assessments on improved parcels (ongoing) and charges for services for disposal of septage at the Union Mine Wastewater Treatment Facility (variable depending on usage). Additionally, 25% of the annual expenses incurred to operate this facility are offset by a transfer from the CSA#10 Solid Waste program.

Environmental Management

RECOMMENDED BUDGET • FY 2020 - 21

Environmental Health

The Environmental Health program is responsible for ensuring countywide compliance with applicable state laws, regulations, and County Ordinances concerning many fundamental environmental public health components, such as food facilities, food safety training, public swimming pools/spas, wells, small water systems and septic systems. This program participates in epidemiological investigation and emerging pathogen response such as foodborne illnesses, norovirus outbreaks and West Nile Virus.

Other components of the program activities relate to the reduction in mosquito breeding sources on the West Slope (seasonal) that may impose a threat of West Nile Virus and other diseases carried by mosquitoes and addressing program related public complaints. The primary source of revenue generated to support this program comes from fees for services, including, but not limited to various health permits, land use permits, realignment distribution, and charges to other EMD programs for staff time. Additionally, Environmental Health receives temporary funding contributions from the Health and Human Services Agency to assist with funding the West Slope Mosquito Control program and other Environmental Health operations.

Hazardous Materials - CUPA

The Hazardous Materials/CUPA program administers and implements the State mandated Certified Unified Program Agency (CUPA) program for commercial facilities that store hazardous materials or generate hazardous waste countywide. Activities include inspections of underground and above ground fuel storage tanks and businesses that store hazardous materials or generate hazardous wastes, California Accidental Release Program (CalARP), and response to hazardous materials release incidents at fixed facilities. The primary source of revenue generated to support this program comes from fees for services, including, but not limited to, facility permits and business plans related to the program components, as well as a transfer of civil penalty funds on an as-needed and infrequent basis.

BUDGET SUMMARY BY PROGRAM

	Appropriations	Revenues	Net County Cost	Staffing
1000 - GENERAL FUND	\$ 2,726,177	\$ (2,726,177)	\$ -	
3800000 - EM: ADMINISTRATION	\$ 208,417	\$ (208,417)	\$ -	2
3800010 - EM: ENVIRONMENTAL MANAGEMENT	\$ 2,517,760	\$ (2,517,760)	\$ -	15.5
1238 - COUNTYWIDE SR - ENV MGMNT	\$ 221,561	\$ (221,561)	\$ -	
3870702 - EM: COUNTY HAZ WASTE MGMT PLAN	\$ 2,023	\$ (2,023)	\$ -	
3870703 - EM: MEYERS LANDFILL	\$ 25,000	\$ (25,000)	\$ -	
3870704 - EM: PHILLIPS 66 SETTLEMENT	\$ 92,757	\$ (92,757)	\$ -	
3870705 - EM: OIL PAYMENT PROGRAM GRANT	\$ 54,826	\$ (54,826)	\$ -	
3870706 - EM: UPA ENFORCEMENT PENALTIES	\$ 8,160	\$ (8,160)	\$ -	
3870708 - CITY/COUNTY PAYMNT PROGRAM	\$ 38,795	\$ (38,795)	\$ -	
1353 - County Service Area #3	\$ 2,752,532	\$ (2,752,532)	\$ -	
3830300 - EM: VECTOR CONTROL	\$ 2,516,082	\$ (2,516,082)	\$ -	2
3830350 - EM: CITY OF SLT SNOW REMOVAL	\$ 236,450	\$ (236,450)	\$ -	
1360 - County Service Area #10	\$ 6,236,515	\$ (6,236,515)	\$ -	
3810100 - EM: CSA #10 SOLID WASTE	\$ 3,408,406	\$ (3,408,406)	\$ -	9.5
3810110 - EM: CSA #10 SOLID WASTE - SLT	\$ 266,990	\$ (266,990)	\$ -	
3810120 - EM: CSA #10 LIQUID WASTE	\$ 1,729,449	\$ (1,729,449)	\$ -	3
3810130 - EM: CSA #10 HAZARDOUS WASTE	\$ 744,879	\$ (744,879)	\$ -	
3810140 - EM: CSA #10 LITTER - SLT	\$ 27,791	\$ (27,791)	\$ -	
3810145 - EM: CSA #10 LITTER ABATEMENT	\$ -	\$ -	\$ -	
3898980 - EM: UNION MINE CLOSURE/POST CL	\$ 59,000	\$ (59,000)	\$ -	
Total	\$ 11,936,785	\$ (11,936,785)	\$ -	32

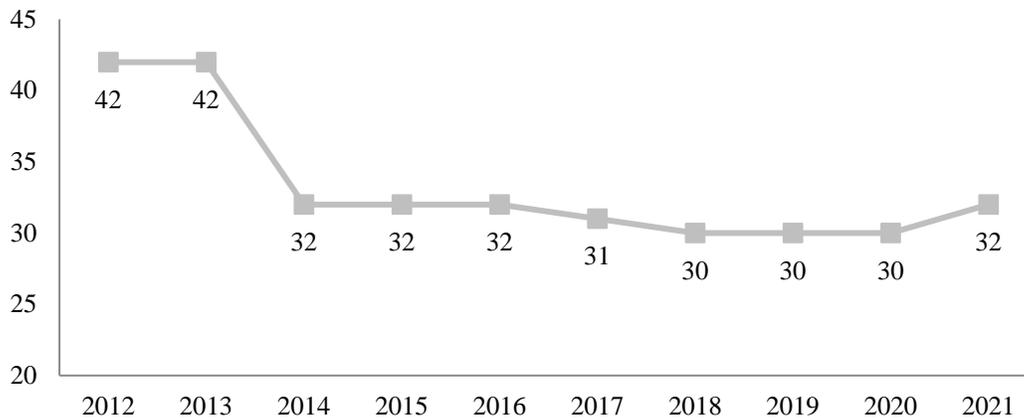
Environmental Management

RECOMMENDED BUDGET • FY 2020 - 21

This Budget Summary by Program Table includes detail on Special Revenue Funds that are not included in the Department Budget Summary. These Special Revenue Funds are restricted or committed to expenditure for specified purposes, and are expended by the Department. For more information on these funds see the Special Revenue Funds tab of the Recommended Budget

STAFFING TREND

Staffing for the Environmental Management Department has decreased over the past several years. A total of 7.0 Administration staff were moved from Environmental Management to the Community Development Agency Administration and Finance Division in 2014. The recommended staff allocation for FY 2020-21 is 32 FTEs. This is due to the request to add a Sustainability Coordinator (1 FTE), additional Waste Management Technician FTE, and Hazardous Material Recycling Specialist FTE, with the deletion of 1 FTE Environmental Health Specialist III position.



RECOMMENDED BUDGET

The budget for Environmental Management is recommended at \$11,936,785, which is a decrease of \$1,002,634 (7.7%) when compared to the FY 2019-20 Approved Budget.

This total includes the General Fund portion of the Department Budget, which is budgeted at \$2,726,177, a \$318,991 increase (13.25%) compared to the 2019-20 budget. While the Board-approved FY 2019-20 permit fee increases have helped to close the revenue deficit in General Fund programs, these programs continue to be supported by the department's CSA #10 Solid Waste discretionary fund balance, which, as budgeted, will be exhausted by the end of FY 2020-21. Environmental Management will present additional funding options for the Board's consideration in FY 2020-21.

The remainder of the budget is in Special Revenue Fund programs, including Countywide Special Revenue Funds budgeted at \$221,561, a \$7,238 decrease compared to the 2019-20 budget, and County Service Area funds #3 and #10.

County Service Area #3 includes both the Vector Control and Snow Removal programs, and is budgeted at \$2,752,532, a \$90,068 increase (3.4%) from the FY 2019-20 budget.

County Service Area #10 includes the Solid Waste, Liquid Waste, Hazardous Waste, and Litter Abatement Programs, as well as the Union Mine closure program. CSA #10 is budgeted at \$6,236,515, a \$1,404,455 decrease (-18.4%) compared with the FY 2019-20 Budget. Environmental Management has

Environmental Management

RECOMMENDED BUDGET • FY 2020 - 21

been drawing down the County Service Area #10 fund balance for the past four years. As currently budgeted, the combination of use of fund balance and revenue required to balance Environmental Management's FY 2020-21 budget will exhaust the County Service Area #10 fund balance by the end of FY 2020-21. Environmental Management will present Solid Waste funding options for the Board's consideration in FY 2020-21.

The Environmental Management Department programs do not have a Net County Cost, which means that revenues other than discretionary tax dollars are used to operate the programs (e.g. fees, licenses, permits, Federal and State revenues help to operate the programs). The decrease in the budget is primarily linked to a reduction in fund balance (savings) available to fund operations.

CAO Adjustments

There were no adjustments made to the Department's budget request.

Sources & Uses of Funds

The Environmental Management Department General Fund programs do not have a Net County Cost, which means that revenues other than discretionary tax dollars are primarily used to operate the programs (e.g. fees, licenses, permits, Federal and State revenues help to operate the programs). Consistent with previous years' budgets, any deficits in these General Fund programs are offset by a transfer of CSA #10 Solid Waste funds.

The Environmental Management Department Special Revenue Fund programs do not have a Net County Cost, which means that revenues other than discretionary tax dollars are used to operate the programs (e.g. fees, licenses, permits, Federal and State revenues help to operate the programs).