



# Community Services



# Community Services



**Taro Echiburú**  
*Director*



## OUR MISSION

*The mission of Community Services is to provide road maintenance, land use planning, building inspections, code enforcement, consumer and environmental protection, hazardous materials and hazardous waste inspection and emergency response, integrated waste management and fleet services through excellent customer service and responsible financial management.*

## Major Services

Community Services oversees land use planning and development, building inspection, floodplain management, consumer and environmental protection, hazardous materials and waste inspection and emergency response, integrated waste management, hazardous waste disposal and recycling services, roads, bridges, infrastructure, engineering, County fleet services, cannabis and county service areas.

## Summary of Budget by Program

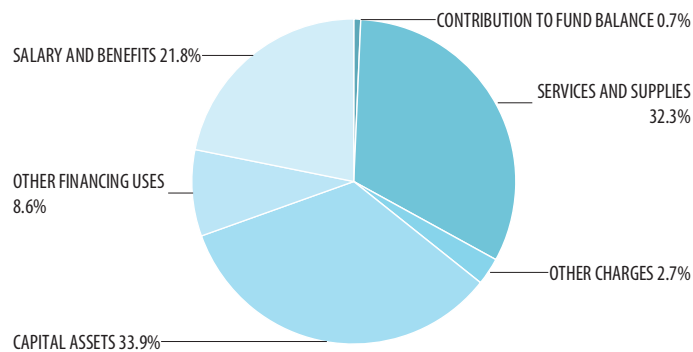
Program	Expenditures	Revenue	Use of Fund Balance	Net County Cost
Building	1,830,329	1,816,429	13,900	0
Cannabis Taskforce	2,531,771	1,868,816	662,955	0
Code Enforcement	231,440	17,000	0	214,440
Environmental Health	4,310,739	3,761,724	440,206	108,809
Fleet Services	2,005,565	1,870,434	135,131	0
Integrated Waste Management	33,079,157	26,991,991	6,087,166	0
Planning	2,789,867	1,964,064	225,000	600,803
Roads/Public Works	34,347,411	27,233,684	7,113,727	0
Surveyor	70,000	70,000	0	0
<b>Total</b>	<b>81,196,279</b>	<b>65,594,142</b>	<b>14,678,085</b>	<b>924,052</b>

### Summary of Budget by Category

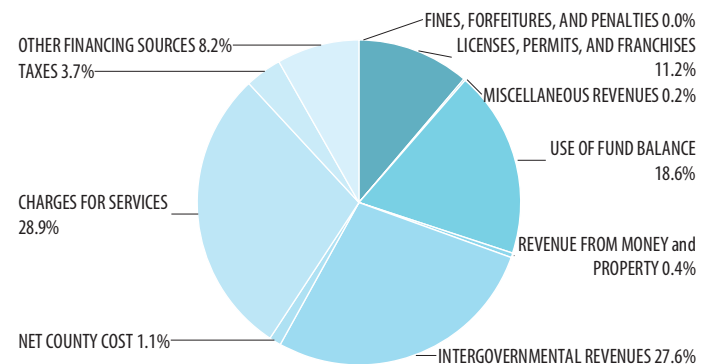
	FY 2017 / 2018 Actuals	FY 2018 / 2019 Actuals	FY 2019 / 2020 Adopted	FY 2020 / 2021 Recommended	FY 2020 / 2021 Adopted
<b>REVENUE</b>					
TAXES	2,242,165	2,540,750	2,885,951	3,419,883	3,002,922
LICENSES, PERMITS, AND FRANCHISES	6,129,971	8,965,187	9,873,165	9,130,903	9,130,903
FINES, FORFEITURES, AND PENALTIES	15,669	18,573	17,500	17,000	17,000
REVENUE FROM MONEY & PROPERTY	482,811	1,977,500	613,300	357,220	357,220
INTERGOVERNMENTAL REVENUES	11,245,050	14,555,301	16,647,744	22,793,239	22,581,851
CHARGES FOR SERVICES	17,751,321	19,119,728	19,667,585	23,449,362	23,589,362
MISCELLANEOUS REVENUES	3,205,745	500,497	488,072	182,894	182,894
OTHER FINANCING SOURCES	1,359,169	8,948,237	13,281,575	6,679,675	6,731,990
<b>TOTAL REVENUE</b>	<b>42,431,900</b>	<b>56,625,772</b>	<b>63,474,892</b>	<b>66,030,176</b>	<b>65,594,142</b>
<b>APPROPRIATIONS</b>					
SALARY AND BENEFITS	12,618,374	14,904,615	17,137,211	18,026,929	17,842,085
SERVICES AND SUPPLIES	15,436,182	18,178,229	25,080,428	26,753,379	26,400,098
OTHER CHARGES	1,351,666	2,228,393	2,192,941	2,221,818	2,221,818
CAPITAL ASSETS	8,390,994	17,739,390	31,506,714	26,491,430	27,715,161
OTHER FINANCING USES	1,071,031	9,720,941	7,553,267	7,001,567	7,017,117
<b>TOTAL APPROPRIATIONS</b>	<b>38,868,248</b>	<b>62,771,567</b>	<b>83,470,561</b>	<b>80,495,123</b>	<b>81,196,279</b>
<b>USE OF FUND BALANCE</b>	<b>(3,963,189)</b>	<b>5,246,620</b>	<b>18,940,257</b>	<b>13,590,895</b>	<b>14,678,085</b>
<b>NET COUNTY COST</b>	<b>361,235</b>	<b>899,175</b>	<b>1,133,750</b>	<b>874,052</b>	<b>924,052</b>

FUNDED STAFFING	119	121	129	130	130
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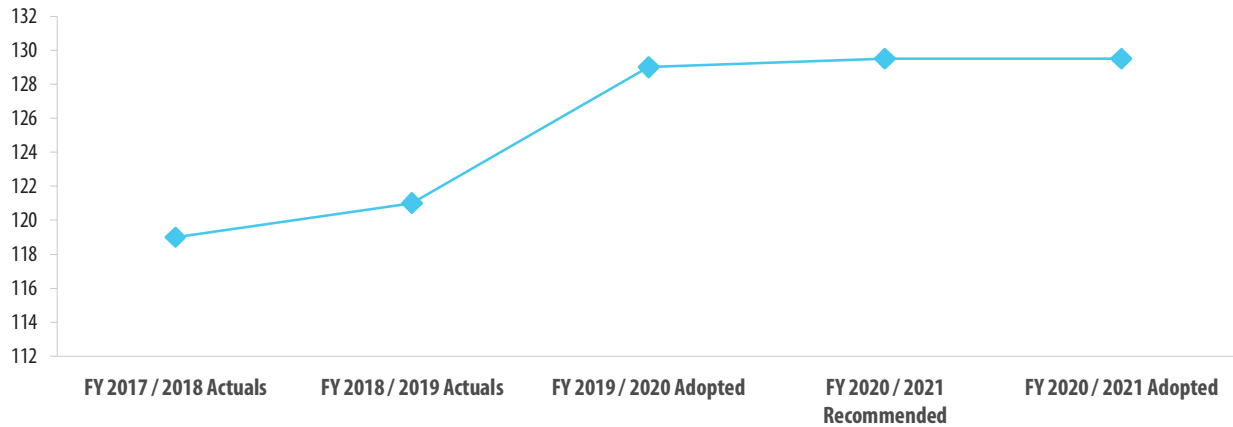
### Expenditures



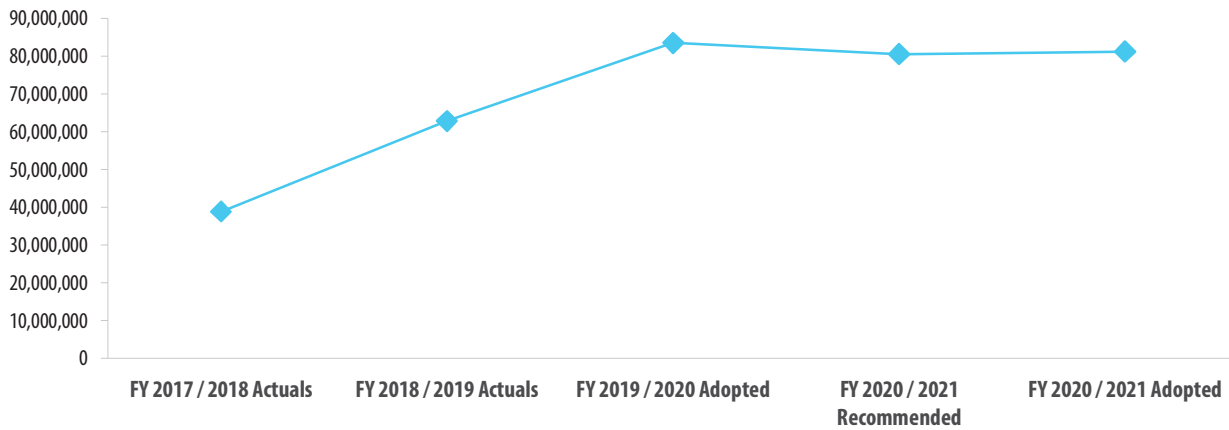
### Revenues



### Four Year Staffing Trend



### Four Year Expenditures Trend



### Significant Budget Changes

The Adopted Budget includes reductions in State revenues for Roads/Public Works including, \$417,000 from the Sacramento Area Council of Governments (SACOG) funding plan and a \$786,000 reduction for HUTA and SB-1. Both reductions are offset by an increase in use of Fund Balance to allow the same project scope to be conducted in 2020-21.

Related to the charging stations under Planning and Building, \$595,000 of SACOG revenue was expected to be received in 2019-20, however, the department was advised this revenue would not be received until 2020-21. The division increased SACOG revenue and reduced use of fund balance to align with timing of grant payments.

## Prior Year Goals, Strategies & Accomplishments

### Goal 1: Building a sustainable environment



#### Strategies for 2019-20

- Deploy Electric Vehicle (EV) charging stations at various county locations. Seek additional funding sources for additional charging stations.
- Continue staff support of regional resiliency efforts.

#### Accomplishments

DCS staff implemented an MOU with the City of Davis releasing all restrictions on the EV charging station implementation. Staff partnered with CAO staff to efficiently deploy charging stations throughout the county. Staff determined the best deployment would be to take each site as a separate project, and are currently working with GSD staff to determine the most efficient parking locations in the approved sites. Staff is working with Chargepoint under the Sourcewell contract for the deployment of charging stations. Infrastructure upgrades are planned in Summer of 2020 to the ‘Make-Ready’ level, allowing the charging stations to be installed as soon as the infrastructure upgrades are completed. The Landfill is the first location that will have the station deployed.

DCS Staff have partnered with staff from the CAO office and the municipalities (Davis, Winters, Woodland) to build a regional GreenHouse Gas (GHG) Inventory. By implementing a regional GHG inventory, it depicts a broader perspective on emissions, which allows for GHG reduction opportunities from a county wide perspective. The regional GHG inventory was completed in April 2020. Staff will be meeting continuously to determine future steps.

### Goal 2: Improve online access to information and services in building, planning and code enforcement



#### Strategies for 2019-20

- Fully implement new permitting system to provide improved permit processes, improved customer service, and better online and GIS interface.
- Propose revisions to the Yolo County Code for code enforcement to streamline processes, and for more effective enforcement when there are immediate public health and safety threats.
- Examine and implement improvements to the Environmental Review process to assure compliance with the California Environmental Quality Act and best management practices.

## Prior Year Goals, Strategies & Accomplishments

### **Accomplishments**

DCS staff are currently in the final phase of implementing the new permitting software. The End user testing is currently underway, with a potential go live in July 2020. Implementation of the new software will enable more streamlined permit processes, and better online services. The Shelter in Place order, enabled our department to rethink and apply innovations related to online and virtual services.

In the drafting of a new code enforcement ordinance, staff dedicated many hours to researching effective code enforcement programs and ordinances. Additionally, a subject matter expert was consulted to assist with reviewing the draft ordinance. The updated code enforcement ordinance will be presented to the Board for consideration prior to the end of FY 19-20.

Staff training and better internal coordination, has improved the environmental review process assuring compliance with the California Environmental Quality Act.

### **Goal 3: Continue program development in the cannabis program**



#### **Strategies for 2019-20**

- Continue robust efforts for public and industry outreach with the goal of addressing concerns and improving program delivery.
- Guide the Cannabis Land Use Ordinance and associated Program EIR through the outreach and public comment periods with the goal of Board adoption by the end of 2019. Implement program changes as a result of the ordinance adoption.
- Continue efforts to effectively address complaints, especially those related to odor.

#### **Accomplishments**

Staff, public, and industry outreach efforts in FY19-20 focused on the development of the Cannabis Land Use Ordinance (CLUO) and preparation of the CLUO Environmental Impact Report (EIR). Staff held 17 public outreach/Citizen Advisory Committee and cultivator meetings during FY19-20.

The schedule for the CLUO and EIR has been extended due to the number of comments received on the Draft EIR, to which staff is currently responding. The CLUO and EIR are planned to go to the Planning Commission in the fall, and to the Board in January/February 2021.

During FY19/20, the Cannabis Task Force (CTF) received and responded to 32 complaints, 16 of which pertained to odor. Once a complaint is verified, the licensee must take corrective action as specified by the CTF.

## Prior Year Goals, Strategies & Accomplishments

### Goal 4: Protect the public and environmental health through effectively delivered environmental health services



#### Strategies for 2019-20

Develop ArcGIS web application of small Public Water Systems, wells and septic systems in the county. Once developed, they will be added to county data as layers available for different purposes, including planning and emergency preparedness. They can be made available for public viewing too.

Develop a program to recognize the food facilities that have been shown to have exceptional food safety during inspections.

Replacing all old and obsolete emergency response equipment and gear for the Hazardous Materials Unit. Acquiring a new hazmat emergency response vehicle and a back-up emergency response vehicle. The new equipment and gear will help the Hazmat Unit staff be prepared and ready to respond in case of an unauthorized release of a hazardous material.

Continue to improve online resources for our customers such as new and updated application, handouts and relevant information.

#### Accomplishments

The ArcGIS web application of the wells is now available on the County internal GIS. The Public Water Systems web application has been developed but it hasn't been released for viewing yet, pending final testing and accuracy verifications. Environmental Health (EH) staff is currently working on the Onsite Wastewater Treatment Systems (OWTS) web application. This goal will continue into next fiscal year.

The HazMat Unit reviewed all equipment during this fiscal year to determine what was obsolete and in need of replacement. A HazCat kit, SCBAs, and radiation detector were purchased. A new HazMat emergency response truck has been ordered and is expected to be delivered by the end of the year. These purchases were paid for from fees, fines and penalties and no general fund was used.

Environmental Health staff has worked throughout the fiscal year to continue to improve all resources for environmental health customers.



## Prior Year Goals, Strategies & Accomplishments

### Goal 5: Safe, efficient, and fiscally manageable county roadway system



#### Strategies for 2019-20

- Continue with the preliminary design, and environmental phases and start ROW for the CR 98 Phase II project (CR 29 to Solano County).
- Complete the construction phase of the 2019 Pavement Preservation Project.
- Finalize the historical (State Office of Historical Preservation) approvals, and begin environmental review, right-of-way acquisition, and design for the replacement of deficient CR 41 Bridge over Cache Creek (Rumsey Bridge).
- Complete the right of way phase for the CR 29 and CR 95 Bridges over Dry Slough project.
- Advertise for construction for CR 95 Bridge over Dry Slough
- Complete the design and environmental phase of the 2020 Pavement Preservation Project.
- Continue with the preliminary design, and environmental phases for the CR 40 low-crossing bridge.
- Complete the construction of the Safety (HSIP) Guard Rail replacement on Old River and portions of South River Roads.
- Work on the preliminary design and environmental phases for the CR 96 Union Slough and Dry Slough Bridges and CR 49 Hamilton Creek Bridge.
- Work on the preliminary analysis for CR 32A Rail Road Crossing relocation.
- Work on the preliminary analysis of the Madison Flood Mitigation (based on OES grant funding approval).

#### Accomplishments

Preliminary design and needs have been defined for CR 29 to Solano County as a part of the CR 98 Phase II project. Environmental documents are currently under review.

Six (6) miles of pavement rehabilitated on CR 102 and CR 22.

State Office of Historical Preservation approved the replacement design of the deficient CR 41 Bridge over Cache Creek (Rumsey Bridge). Environmental documents are currently being drafted.

Acquired the Right of Way for CR 95 bridge, and currently in negotiation for Right of Way for CR 29 bridge.

Project for Construction for CR95 Bridge over Dry Slough was advertised, awarded and construction has started.

## Prior Year Goals, Strategies & Accomplishments

The design and environmental study has been completed for the 2020 Pavement Preservation Project. The Board of Supervisors approved the advertisement for construction.

Completed design of CR 40 low-crossing bridge over Cache Creek.

Completed the construction of the Safety (HSIP) Guard Rail replacement by replacing 3 miles of substandard guard rail on South River Road & Old River Road.

CR96 Union Slough, Dry Slough bridges and CR 49 Hamilton Creek Bridge have approved preliminary Environmental Studies by Caltrans and the type selection completed.

Preliminary analysis of alternatives of the CR 32A Rail Road Crossing relocation has been completed and decision of the alternatives are being reviewed by the steering committee.

Conducted a drainage analysis to study potential flood protection projects to help protect the main portion of the town of Madison from a 25-year flood event. Following receipt of positive results of the analysis, installation of those flood protection projects was completed.

### Goal 6: Operation of a fully integrated county/city waste management system



#### Strategies for 2019-20

- Award construction contract and complete construction of the next landfill module construction (WMU6F) during summer of 2019.
- Award construction contract and complete landfill closure construction of WMU4 & 5 during summer of 2019.
- Award construction contract and complete the construction of liquid Waste Management Unit G during summer of 2019.
- Award construction contract and complete construction of In-Vessel Digester and Food Depackager facility by summer of 2019.
- Negotiate new solid waste franchise agreements to increase environmental sustainability programs for residents and business of unincorporated Yolo County.
- Implement organics food waste program at all County owned facilities required to comply with AB1826. Implementation shall include modification of janitorial contract, delivery of starter kits, education and outreach through Intranet and staff meetings, and monitoring.
- Make contact with the 150 businesses (including schools, farms and ranches) required to comply with AB1826 organics mandate to assist with roll out of food waste and green waste recovery in the County.

## Prior Year Goals, Strategies & Accomplishments

### **Accomplishments**

Integrated Waste Management Division (IWMD) staff awarded the construction contract of the next landfill module. Phase 1 of the construction was completed in January 2020, and Phase 2 is scheduled for completion in June 2020.

Selection of a contract was completed and construction is planned to be complete in the closure of waste modular units 4 and 5 by July 2020.

IWMD staff completed the design of the liquid waste management unit G. Construction of this unit is planned for FY 2021-22, pending available funding.

In-Vessel digester and food depackager construction has been awarded and is currently under construction. Construction is planned to be completed in August 2020.

IWMD staff implemented an organics food waste program at all county owned facilities, in compliance of AB1826. This implementation included working with janitorial staff to ensure the proper disposal of organics, delivery of organic waste receptacles, educating staff in the proper disposals and monitoring the progress of correct waste separation. To achieve compliance to AB1826, IWMD and franchisee staff developed educational materials and trainings for commercial sites. Businesses have begun participation through site visits from staff educating on the proper disposal and new regulations.

## Current Year Goals & Strategies

### Goal 1: Improve online access to information and services in building, planning and code enforcement



#### Strategies 2020-21

- Improve online services, including electronic plan submittal and more ‘touchless” paper processing.
- Update the Zoning Regulations to promote an increase in residential development through a focused revision and reorganization that will simplify content in an up-to-date, consistent, and user-friendly document to provide streamlined review and approval of projects. The update will accommodate a range of housing types, with an emphasis on providing straightforward standards and minimizing use of subjective language to provide an effective and efficient process for facilitating housing development in appropriately zoned areas while still protecting agriculture. Some key elements of the update include removing discretionary permitting requirements, where appropriate, to minimize building setbacks and other impediments that otherwise delay and deter medium density and affordable residential projects; and, revising parking requirements to encourage more compact development and efficient use of land.
- Implement updated Code Enforcement Ordinance, improve efficiency in achieving compliance, with aid of the updated ordinance. Improve cost recovery through efficiency in achieving compliance, and application of fines and fees, where appropriate.

### Goal 2: Continue program development in the cannabis program



#### Strategies 2020-21

- Continue efforts for educating cannabis licensees on program requirements during monthly inspections and through cultivator meetings and correspondence, and address public complaints.
- Continue development of the Cannabis Land Use Ordinance (CLUO) and associated Program Environmental Impact Report with the goal of Board adoption and implementation in early 2021. Modifications to the Cannabis interim licensing ordinance to reflect consistency with the CLUO will follow.

## Current Year Goals & Strategies

### Goal 3: Protect the public and environmental health through effectively delivered environmental health services.



#### Strategies 2020-21

- Continue working on the development of ArcGIS web applications for Land Use programs. Specifically publishing the small Public Water Systems web application that has been completed and developing the Onsite Wastewater Treatment Systems (OWTS) web application. These will be added to the county data as layers available for different purposes, including planning and emergency preparedness. They can be made available for public viewing too.
- Develop a program to recognize the food facilities that have been shown to have exceptional food safety during inspections.
- Maintain and strengthen our relationship with the local fire departments by meeting on a regular basis, participating in drills, etc. This will improve coordination when responding to hazmat emergencies.
- Continue to improve online resources for customers by focusing on refreshing and updating all the Environmental Health webpages.

### Goal 4: Safe, efficient, fiscally sound county roadway system



#### Strategies 2020-21

- Public Works Staff have identified various projects needed to ensure the continued viability of the county's roadway infrastructure. Some of these projects include Guard Rail replacement on Old River Road, Widening of CR 27, relocation of the Rail Road Crossing for CR32A and the completion of CR 95 bridge over Dry Slough. In addition, Public Works staff is scheduling several preservation projects including the rehabilitation pavement in Zamora, and will be working on the right-of-way acquisition for the Rumsey Bridge project.
- Public Works Division continues to practice fiscally sound management through grant funding for projects such as the Madison Flood Mitigation Study and State Route 16 Flood Improvement Study.
- Sustainable efforts will continue into the upcoming year through the CR 98 Bike & Safety Improvement Project.

## Current Year Goals & Strategies

### Goal 5: Operation of a fully integrated county/city waste management system

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#### **Strategies 2020-21**

- Start a new landfill EIR to incorporate current and future projects at the Yolo County Central Landfill.
- Negotiate and execute a private-public partnership agreement for a state of the art composting facility and C&D facility at the Yolo County Central Landfill.
- Complete installation and begin operation of In-Vessel Digester to divert food waste from the landfill and generate additional biogas for transportation fuel.
- Evaluate public-private partnership for installation of large scale floating PV system at the Yolo County Central Landfill for power generation and potential off-site power sale.
- The Integrated Waste Management Division continues to apply and secure grant funding to reduce the financial burden on the division for the implementation of its various programs and goals. This includes efforts for reduction of greenhouse gas emissions and the installation of deterrents in response to illegal dumping throughout the county.

### Goal 6: Building a sustainable environment

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#### **Strategies for 2020-21**

- Continue coordinated staff support in partnership with CAO staff of regional resiliency efforts.

## Program Summary

### Planning



*Protect agriculture, sustain environmental integrity, increase public safety related to code violations, and enhance the development of distinctive communities.*

Responsible for reviewing land use activities within the unincorporated areas of the county by implementing a variety of local and State laws. Provides public outreach by serving as liaison to eight community advisory committees and the Planning Commission. Works with landowners to correct existing zoning and/or building violations. Houses activities related to the implementation of the Climate Action Plan and Community Choice Energy.

### Building



*Ensure the safety of property in accordance with established codes and minimize public and private losses due to flood.*

Responsible for inspection services, plan review and customer service to every architect, engineer, developer, contractor, business and property owner that resides or works within the County relative to life, safety and the safeguard of property through enforcement of California Codes and local ordinances. Responsible for code enforcement and flood plain management to protect Yolo County residents.

### Environmental Health



*Prevent and mitigate environmental hazards.*

Implements mandated programs, including retail food safety and sanitation, public swimming pool safety and

sanitation, body art sanitation, substandard housing complaint response (unincorporated areas only), water well and boring construction and monitoring, public water system oversight, solid waste inspection and enforcement, septic system construction, waste tire disposal, land use review, hazardous materials business plans, hazardous waste generator and treatment program, underground and aboveground petroleum storage, California Accidental Release program, and hazardous materials emergency response.

### Public Works



*Maintain and improve the county road system and ensure cost efficient use and proper maintenance of all fleet vehicles.*

Maintains and improves the county road system in collaboration with regional partners. Plans and designs capital improvement projects and manages public rights of way. Maintains traffic data and researches potential safety improvements. Supports Yolo County public transportation via general state sales tax.

Fleet Services ensures all County vehicles are properly reported, managed and maintained, and works to reduce costs and environmental impact. Imminent changes to Fleet staff are expected to bring more vehicle services in-house.

County Surveyor receives, reviews and processes maps and associated documents prior to recording to ensure accuracy and compliance. The program is currently staffed by a contracted surveyor under the public works budget unit.

### Community Service Areas (CSAs)



*Ensure quality and cost-efficient delivery of services to designated unincorporated communities.*

Management of CSAs includes the delivery of services and customer support, as well as compliance with all local, State and Federal regulations. CSAs are established to fund a service by charging a direct assessment or property-related fee for services such as water and/or sewer services, road and/or drainage maintenance, street lighting, fire protection and/or landscaping.

### Integrated Waste Management



*Reduce the environmental impacts and emissions from waste disposal and increase waste diversion.*

Oversees the franchised curbside waste, yard waste and recycling collection programs, Construction & Demolition Recycling Plan program, Household & Small Business Hazardous Waste programs, the County's waste disposal and recycling operations at the Yolo County Central Landfill and the Esparto Convenience Center (transfer station), and coordinates the activities of the Waste Advisory Committee. Operates as an enterprise fund, which means user fees must cover all costs of the programs and facilities, including capital improvements and eventual landfill closure and post closure costs.

### Cannabis



*Allowing cannabis cultivation in a regulated commercial market while protecting the health and safety of our communities.*

Implements a comprehensive local program to permit and regulate cannabis cultivation. This program assures compliance with state and local laws and ordinances

and ensures the cannabis industry contributes positively to the economic vitality of Yolo County