



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
C-14

For the meeting of: September 19, 2017

Date: September 14, 2017
To: Board of Supervisors
From: Ronda Wittenberg, Library Operations Manager *Chairman for RW*
Subject: Year-End Supplemental Budget Request for Fiscal Year (FY) 2016-17 (4/5 vote required)

RECOMMENDATION(S):

That the Board of Supervisors approve the following Supplemental Budget in Fund 1500 Budget Unit 621 in FY 2016-17.

Fund	Budget	Acct#	Budget Name	Account Name	Adjustment
1500	621	1100	County Library	Salaries	58,600
1500	621	707050	County Library	Other Revenue Library	58,600

SOURCE OF FUNDING:

Library Funds

Prepared by Ronda Wittenberg CAO Approval *[Signature]*

REVIEW: Auditor *KPD* County Counsel _____ Human Resources _____ Other _____

TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. _____

Meeting of: _____

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
Upon motion of Supervisor *Wilson* Seconded by Supervisor *Sundberg*
Ayes *Wilson, Bass, Bohm, Fennell, Sundberg*
Nays
Abstain
Absent

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: *September 19, 2017*

By: *Kathy Hayes*
Kathy Hayes, Clerk of the Board

DISCUSSION:

The department underestimated the total annual salary and benefit expense required for the number of positions allocated, causing year-end salaries to be over budget by \$58,600. Additional revenue received through unanticipated Erate rebates are available to cover this additional expense.

The Erate program provides discounts to assist libraries in obtaining affordable telecommunications and internet access. In order to allow for year-end close, a supplemental budget is necessary in order to cover this shortfall in budgeted salaries.

FINANCIAL IMPACT:

Approval of the attached supplemental budget will increase the overall budget for fund 1500, Library Fund by \$58,600. In FY 2016-17, there were unanticipated revenues received for Erate rebates that are available to cover the salary overage of \$58,600. This supplemental budget will allow for a proper year-end closing of the Library Fund.

The requested supplemental budget supports the Board's Strategic Framework by managing resources to ensure sustainability.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could chose not to approve the requested supplemental budget however this is not recommended as the supplemental budget is necessary to clear overdrafts and allow for the close of year-end.

ATTACHMENTS:

None