



COUNTY OF HUMBOLDT

AGENDA ITEM NO.
C-22

For the meeting of August 15, 2017

Date: August 8, 2017
To: Board of Supervisors
From: John H. Ford, Director, Planning and Building Department
Subject: Supplemental Budget for Cannabis Services (BU 268) in Fiscal Year 2016-17

RECOMMENDATION(S):

That the Board of Supervisors approve the following supplemental budget in Fund 1100, Budget Unit 268, Cannabis Services Division of the Planning and Building Department.

Fund		
Revenue		
1100-268-710050	Fund Balance Transfer	\$158,998
Expense		
1100-268-3204	Admin Charges from Planning	\$158,998

SOURCE OF FUNDING: Medical Cannabis Permits Fees and Technology Fees associated with permitting processes related to the Commercial Medical Marijuana Land Use Ordinance, which are currently held in trust fund 3697.

Prepared by Catherine Munsee

CAO Approval TLFR

REVIEW: Auditor MSM County Counsel WAP 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, Sundberg, Bass, Bahn, Fennell
Nays _____
Abstain _____
Absent _____

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

Dated: August 15, 2017
By: Brooke Ebersole
Kathy Hayes, Clerk of the Board

DISCUSSION: This supplemental budget reflects year-end adjustments required to cover the additional personnel costs incurred as a result of the number of cannabis applications that were made complete by applicants as of June 30, 2017. Previously collected fees for planning and engineering services were transferred to trust earlier in the fiscal year for this purpose.

FINANCIAL IMPACT: There is no impact to the General Fund. Overall this will increase the Planning and Building Department Cannabis Services Division's budget by \$158,998 (budget unit 268). The increase in the Cannabis Services budget is to cover overhead and administrative costs applicable to Cannabis (268). The Cannabis Planning Trust Fund (3697) has sufficient funds to cover these expenses.

This supplemental budget supports the Board's Strategic Framework, Core Roles and Priorities for New Initiatives by creating opportunities for improved safety and health.

OTHER AGENCY INVOLVEMENT: None.

ALTERNATIVES TO STAFF RECOMMENDATIONS: The Board may choose not to approve this supplemental budget. This is not recommended as this supplemental budget more accurately reflects revenues and expenses for the 2016-2017 fiscal year.

ATTACHMENTS: None.