

COUNTY OF HUMBOLDT
REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

A _____

DEPARTMENT: Consumer Protection

DEPARTMENT #: 406

POSTING DATE: 6/30/2024

1.) The reason for this budget transfer request is:

<u> </u>	Transfer within expenditure/revenue category (with Auditor Approval)	Original only
<u> x </u>	Transfer between expenditure/revenue category (with CAO & Auditor Approval)	Original +1
<u> x </u>	Increase/decrease Intrafund Transfer account (with Board Approval)*	Original +1
<u> </u>	Transfer to or from Contingencies (with Board Approval)*	Original +1
<u> </u>	Increase/decrease budget unit appropriation (with Board approval)*	Original +1
<u> </u>	Establish/transfer funds in Fixed Assets <\$10,000 (CAO & Auditor Approval)	Original +1
<u> </u>	Establish/transfer funds in Fixed Assets >\$10,000 (with Board Approval)*	Original +1

2.)	Transfer to Account:		Transfer from Account:		
	Amount:	Number:	Name:	Number:	Name:
	\$5,000.00	1175-406-2125	Transportation & Trav	1175-406-1475	Salaries/ Benefits Cost Share
	\$28,000.00	1175-406-3137	Central Services Char	1175-406-1475	Salaries/ Benefits Cost Share
	\$16,000.00	1175-406-9138	Intrafund Activity	1175-406-1475	Salaries/ Benefits Cost Share

3.) In the space below, state (a) reason for transfer request, (b) reason why there are sufficient balances in affected accounts, and (c) why transfer cannot be delayed until next budget year.

- a.) Funds need to be moved for end of FY 23-24 for shortages in the 2000, 3000 and 9000 series
- b.) There are salary savings in FY 23-24
- c.) This transfer needs to be posted FY23-24 to prevent category overages

4.) Department Authorization: _____ Date _____ (signed) **APPROVED**
By Loren Moore at 7:44 am, Aug 15, 2024

5.) Account balances verified by Auditor-Cont _____ Date _____ (signed) _____

6.) ___/Approved ___/Not approved ___/Recommended ___/Not recommended

County Administrative Officer: _____ Date _____ (signed) _____

INSTRUCTIONS

SEND ORIGINAL REQUEST FOR BUDGET TRANSFER DIRECTLY TO THE AUDITOR-CONTROLLER.

County of Humboldt
1175406 - Env Hlth Consumer Protection
Revenues and Expenditures with Encumbrances
For the Period Ending June 30, 2024

	Adopted Budget	Adjusted Budget	Month To Date	App Transfer	Fiscal Year To Date	Encumbrances	Remaining Balance	Percentage Used
Revenues								
586499 State Aid Health Realignment	764,121.00	764,121.00	-	-	-	-	764,121.00	0.0%
592109 Other Grants State	-	-	-	-	3,351.55	-	(3,351.55)	-
630030 Food Establish Permits-County	585,937.00	585,937.00	85,897.20	-	669,288.94	-	(83,349.94)	114.2%
630090 Body Art Insp & Permitting Fee	10,119.00	10,119.00	2,192.00	-	13,961.40	-	(3,842.40)	138.0%
631140 Food Establishment Plan CK Fee	12,601.00	12,601.00	3,842.00	-	18,471.00	-	(5,870.00)	146.6%
631160 Organized Camps Inspection Fee	2,563.00	2,563.00	3,700.00	-	5,920.00	-	(3,357.00)	231.0%
631172 Pool Inspection Fees	12,271.00	12,271.00	3,615.00	-	14,266.60	-	(1,995.60)	116.3%
631173 Local Water Systems	-	-	295.00	-	1,153.00	-	(1,153.00)	-
Total Revenues	1,387,612.00	1,387,612.00	99,541.20		726,410.49		661,201.51	52.3%
Expenditures								
01 Salaries & Employee Benefits								
1100 Salaries And Wages	2,050,750.00	2,050,750.00	174,899.05	-	1,868,878.75	-	181,871.25	91.1%
1400 Extra Help	65,326.00	65,326.00	5,953.71	-	57,080.95	-	8,245.05	87.4%
1450 Unemployment Insurance	4,572.00	4,572.00	333.64	-	3,546.26	-	1,025.74	77.6%
1460 Overtime	5,000.00	5,000.00	431.42	-	1,803.01	-	3,196.99	36.1%
1470 Health Insurance	448,401.00	448,401.00	32,316.64	-	325,495.90	-	122,905.10	72.6%
1471 Life & Air Travel Insurance	1,140.00	1,140.00	87.37	-	1,144.20	-	(4.20)	100.4%
1472 Dental Insurance	17,577.00	17,577.00	2,177.14	-	21,752.14	-	(4,175.14)	123.8%
1475 Salaries/Benefits Cost Share	(2,244,463.00)	(2,244,463.00)	(485,754.99)	(49,000.00)	(1,894,100.26)	-	(350,362.74)	84.4%
1500 Retirement	617,276.00	617,276.00	53,031.19	-	543,996.20	-	73,279.80	88.1%
1510 PARS Contribution	41,017.00	41,017.00	3,607.51	-	37,539.55	-	3,477.05	91.5%
1600 FICA/Medicare/OASDI	161,882.00	161,882.00	13,382.06	-	142,109.68	-	19,772.32	87.8%
1700 Workers' Compensation	19,916.00	19,916.00	-	-	20,478.64	-	(562.64)	102.8%
Total Salaries & Employee Bene	1,188,394.00	1,188,394.00	(199,535.26)		1,129,726.42		58,668.58	95.1%
02 Services and Supplies								
2103 Clothing / Employee	500.00	500.00	-	-	259.07	-	240.93	51.8%
2106 Communications	15,408.00	15,408.00	1,795.42	-	13,657.01	-	1,750.99	88.6%
2108 Food	-	-	-	-	26.27	-	(26.27)	-
2109 Household Expense	1,470.00	1,470.00	75.97	-	472.61	50.00	947.39	35.6%
2112 Maintenance-Equipment	1,221.00	1,221.00	-	-	1,219.63	574.00	(572.63)	146.9%
2113 Maintenance-Structures	-	-	-	-	131.14	-	(131.14)	-
2114 Medical Dental & Lab Supplies	953.00	953.00	-	-	1,230.34	-	(277.34)	129.1%
2115 Memberships	698.00	698.00	-	-	722.15	-	(24.15)	103.5%
2117 Office Expense	9,887.00	9,887.00	793.30	-	9,516.20	-	370.80	96.2%
2118 Professional & Special Service	24,673.00	24,673.00	760.74	-	3,057.78	-	21,615.22	12.4%
2119 Publications & Legal Notices	167.00	167.00	-	-	-	-	167.00	0.0%
2120 Rents & Leases - Equipment	1,466.00	1,466.00	-	-	-	-	1,466.00	0.0%
2121 Rents & Leases - Structures	41,583.00	41,583.00	-	-	46,355.75	-	(4,772.75)	111.5%
2122 Minor Equipment	395.00	395.00	25.25	-	171.95	-	223.05	43.5%
2123 Special Departmental Expense	5,040.00	5,040.00	-	-	2,662.17	-	2,377.83	52.8%
2125 Transportation & Travel	18,339.00	18,339.00	3,180.17	5,000.00	38,225.57	-	(19,886.57)	208.4%
2126 Utilities	3,796.00	3,796.00	783.41	-	4,279.42	-	(483.42)	112.7%
2140 Late Fees & Penalties	-	-	-	-	25.36	-	(25.36)	-
2148 Computer Software	26,561.00	26,561.00	-	-	28,046.33	-	(1,485.33)	105.6%
Total Services and Supplies	152,157.00	152,157.00	7,414.26		150,058.75	624.00	1,474.25	99.0%
03 Other Charges								
2110 Insurance	24,958.00	24,958.00	-	-	25,550.13	-	(592.13)	102.4%
3125 Information Technology Charges	14,749.00	14,749.00	13,839.39	-	13,839.39	-	909.61	93.8%
3137 Central Services Charges	674.00	674.00	27,161.71	28,000.00	27,161.71	-	(26,487.71)	4,029.9%
3513 Communications/Utility Charges	120.00	120.00	-	-	120.00	-	-	100.0%
3517 ADA ISF Charges	1,878.00	1,878.00	(3,655.48)	-	1,922.52	-	(44.52)	102.4%
3940 Purchasing & Disposition Chg	1,320.00	1,320.00	-	-	1,320.11	-	(0.11)	100.0%
Total Other Charges	43,699.00	43,699.00	37,345.62		69,913.86		(26,214.86)	160.0%
08 Fixed Assets								
Total Fixed Assets	-	-	-	-	-	-	-	-
09 Special Items								
Total Special Items	-	-	-	-	-	-	-	-
14 Transfer								
Total Transfer	-	-	-	-	-	-	-	-
Total Expenditures	1,384,250.00	1,384,250.00	(154,775.38)		1,349,698.03	624.00	33,927.97	97.5%
Other Financing Sources (Uses)								
9138 Intrafund Activity	-	-	(196.00)	(16,000.00)	(10,793.25)	-	10,793.25	-
9110 Interfund Expenditure	(2,945.00)	(2,945.00)	-	-	-	-	(2,945.00)	0.0%
9274 IE - Public Health Clinic Fee	-	-	-	-	(177.00)	-	177.00	-
9275 IE - PH Laboratory Fee	(1,282.00)	(1,282.00)	-	-	-	-	(1,282.00)	0.0%
9109 Interfund Revenue	865.00	865.00	-	-	-	-	865.00	0.0%
Total Other Financing Sources (Uses)	(3,362.00)	(3,362.00)	(196.00)		(10,970.25)		7,608.25	326.3%
Net Revenues Over (Under Expenditures)	-	-	254,120.58		(634,257.79)	(624.00)	634,881.79	

406

2000 \$ 5,000.00 Estimated MP \$4000

3000 \$ 28,000.00 Estimated a little higher

9000 \$ 16,000.00 Journal \$3735.00 from Beach Grant and County Counsel \$278.75 Q4- Estimated a little higher
\$ 49,000.00