

Attachment A

Departmental Additional Requests for General Fund Appropriation for FY 2022-23

Fund	Budget		Description	Performance Measure	One-Time	Ongoing	CAO Recommended	Already Included in Recommended Budget	Recommended Funding Source
	Unit	Department			Net County Cost Requested	Net County Cost Requested			
1100	101	Board of Supervisors	Advocacy efforts at the state and federal level that is vital for securing funding in support of economic development, housing and infrastructure projects as well as other essential county programs and services.	Manage resources to ensure sustainability of services and provide community appropriate levels of services while protecting vulnerable populations.	\$63,928		\$63,928	\$63,928	General Fund Contribution
1100	101	Board of Supervisors	Allocation for advocacy efforts at the state and federal level that is vital for securing funding in support of economic development, housing and infrastructure projects as well as other essential county programs and services for new District 4 Supervisor.	Manage resources to ensure sustainability of services and provide community appropriate levels of services while protecting vulnerable populations.	\$12,786		\$12,786		General Fund Contribution
1100	101	Board of Supervisors	Additional travel and mileage allowance for District 5 Supervisor. District 5 is the largest Humboldt County District and vastly larger than District 3 and 4.	Manage resources to ensure sustainability of services and provide community appropriate levels of services.		\$15,000			General Fund Contribution
1100	101	Board of Supervisors	FY 20-21 External Audit Professional Services \$120,000 (not expended in FY 21-22). As discussed below in the supplemental requests for the Auditor-Controller (AC), the AC has submitted aggressive plans to both the state and the county's external auditors to address delinquencies in financial reporting and audit findings from the just completed FY 19-20 Single Audit. The plans include completing audits and issuing financial statements for three years FY 19-20, FY 20-21 and FY 21-22 in FY 22-23, which will result in two and a half years worth of fees being paid from FY 22-23 appropriations.	Manage resources to ensure sustainability of services and provide community appropriate levels of services.	\$165,000		\$165,000		Carry Forward
Total for Board of Supervisors					\$256,714				
1100	103	County Administrative Office - Management and Budget	\$30,000 in consulting services for analysis and report on county revenues by location generated in order to support an evaluation of the McKinleyville potential annexation.	Manage resources to ensure sustainability of services and provide community appropriate levels of services.	\$30,000		\$30,000		General Fund Contribution
1100	103	County Administrative Office - Management and Budget	\$50,000 in legal consulting services to support and provide expertise on the offshore wind energy generating projects.	Supporting business, workforce development and creation of private-sector jobs.	\$50,000		\$50,000		General Fund Contribution

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					Net County Cost Requested	Net County Cost Requested			
1100	103	County Administrative Office - Management and Budget	\$150,000 in consulting services for assistance with costing, planning and implementing the recommendations and priorities for the classification and compensation study completed by Koff & Associates.	Manage resources to ensure sustainability of services and provide community appropriate levels of services and investing in county employees.	\$150,000		\$150,000		General Fund Contribution
1100	103	County Administrative Office - Management and Budget	Request for an increase of \$85,000 in consulting services for Robert Sesnon to update, correct and streamline the county's accounting software system - Finance Enterprise. Over the last several years, a number of system changes were partially implemented in a way that created inefficiencies in processing financial transactions and producing reports, and in some case inaccurate or only partial reporting of financial information. Mr. Sesnon is a CPA who specializes in supporting and implementing the Finance Enterprise accounting software and its prior versions. This service supports the Auditor-Controller in meeting its milestones and action plan responses, provides efficiency and improves the reliability for all county departments and users of the county financial reports.	Manage resources to ensure sustainability of services and provide community appropriate levels of services.	\$85,000		\$85,000		General Fund Contribution
Total for CAO - Management & Budget Team					\$315,000				
1100	111	Auditor-Controller	1) Settlement payout to prior Auditor-Controller \$ 97,819 (one-time), 2) Unbudgeted Accounting Systems Analyst position \$69,057 (2/3 year), and 3) Training and professional development \$34,000. The Auditor-Controller's (AC) Office has submitted an aggressive Action Plan to the CA State Controller's Office as part of the settlement of the 5-2-22 lawsuit filed against the prior Auditor-Controller, Karen Paz Dominguez, and the county. That plan addresses the county's delinquent financial reports. Additionally, the AC's Office has submitted a corrective action plan to the county's external audit firm CliftonLarsonAllen (CLA) in response to 8 continued findings in the FY 19-20 Single Audit report. In order to meet the aggressive milestones and responses outlined in both those plans, the AC's office must be fully staffed at the 19 positions allocated for FY 22-23. For staff to perform at higher levels, an investment in adequate training and development is crucial.	Manage resources to ensure sustainability of services and provide community appropriate levels of services.	\$97,819	\$103,057	\$200,876		ARPA/General Fund Contribution
1100	111	Auditor-Controller	\$735,874 for renovation and ADA update of Auditor-Controller's Office (Room 126). The windowless 3,400 sq ft has not been updated or renovated for many years and current configuration is an inefficient use of office space.	Providing for and maintaining infrastructure and investing in county employees.	\$735,874		\$735,874		Contingency

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1100	111	Auditor-Controller	\$439,960 for Internal Revenue Service Penalties and Interest for late payroll tax payments and quarterly filing of IRS 941 reports and Schedule Bs and California Employment Development Department (EDD) late employment tax reports from January 2019 to March 2022 during the tenure of then elected Auditor-Controller Paz-Dominquez	Manage resources to ensure sustainability of services and provide community appropriate levels of services.	\$439,960		\$439,960		Contingency
Total for Auditor-Controller					\$1,376,710				
1100	113	Assessor	1) Appraisal Technician \$78,385, 2) Appraiser I \$89,493, and 3) Assessment Technician I \$64,493 and Extra Help Assessment Technician \$25,000	Providing community-appropriate levels of service and managing resources to ensure sustainability of services. Assessor's office is a revenue generating department providing the largest source of discretionary funds.		\$257,371	\$103,385		ARPA
Total for Assessor					\$257,371				
3550	118	Information Technology	\$225,000 in additional funding for Air Conditioning Units in order to keep servers and other IT equipment at safe temperatures, which will extend the life of all the equipment.	Providing for and maintaining infrastructure.	\$225,000		\$225,000		ARPA
Total for Information Technology					\$225,000				
1100	121	County Counsel	Unexpected increases in insurance costs due to litigation against the county. Last FY \$135,815 in additional funding costs was approved for increased insurance costs. This year's insurance costs are \$310,798. The request is for the difference from last year's costs (\$219,463) and this years cost in the amount of \$91,335 plus the amount of last year's funding request to offset costs last year in the amount \$135,815 for a total request of \$227,150,\$37,528 for unanticipated PARS contribution costs,\$5,322 to offset costs of increased Information Services Charges.	Enforce laws and regulations to protect residents and protect vulnerable populations.	\$270,000		\$270,000	\$270,000	General Fund Contribution
Total for County Counsel					\$270,000				
1100	162	Public Works	A roof-mounted ladder rack that allows staff to safely move and store large telescoping ladders on the vehicles. These racks are hydraulic-assisted and they eliminate excessive reaching and stretching with heavy overhead loads, greatly reducing the potential for employee injuries and vehicle damage. Interior shelving and compartments for the safe storage of tools and other equipment. 4 vehicles at \$5,500 per vehicle.	Providing for and maintaining infrastructure and investing in county employees.	\$22,000		\$22,000		General Fund Contribution

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1100	162	Public Works	Two floor scrubbers/polishers for janitorial staff \$1,700 each for \$3,400; six new vacuums and miscellaneous filter accessories, including vacuum bags sufficient for one year of operation for janitorial staff for \$5,930; and one-time purchase of printer/scanner for janitorial staff for \$1,650.	Providing for and maintaining infrastructure and investing in county employees.	\$10,980		\$10,998		General Fund Contribution
1100	162	Public Works	\$15,000 to perform window cleaning at the Humboldt County Courthouse Building.	Providing for and maintaining infrastructure.	\$15,000		\$15,000		General Fund Contribution
1100	162	Public Works	For continued monitoring of the Brownfield cleanup to address subsurface contamination associated with the historical use of the county property as a dry-cleaning business.	Create opportunities for improved safety and health.	\$115,000		\$115,000	\$115,000	General Fund Contribution
1200	888	Roads - General Purpose Revenues	Funding to reduce the negative fund balance in the Roads Fund.	Providing community-appropriate levels of service and managing our resources to ensure sustainability of services.	\$3,500,000		\$3,500,000		ARPA
Total for Public Works					\$3,662,980				
1100	199	Contributions Other	Arcata Vets - the American Legion Post 274 appreciates the regular \$5,575 annual stipend given by the county to cover our utilities at the Veterans Hall. But the ,utility costs have consistently been higher for several years. The lease agreement states that the county will pay for water, telephone, sewage, electricity, and gas. This last year, those costs added up to \$9,022. We suspect that this is due to inflation since the last time the stipend was updated. We request that the county increase the stipend to this larger amount so that we can sustainably provide a place for veteran's organizations to meet.	Providing for and maintaining infrastructure.		\$3,447			General Fund Contribution
1100	199	Contributions Other	Fortuna Vets - over the years due to the ever-increasing costs of utilities as well building maintenance and janitorial services and supplies, we have repeatedly asked for that stipend to be increased but to no avail. Therefore, we are requesting that the Annual Stipend for calendar year 2021 be increased to \$11,830.52.	Providing for and maintaining infrastructure.		\$6,329			General Fund Contribution
1100	199	Contributions Other	Orick Fire District - the District has requested that the county remove the non-functional tsunami pole and siren that was purchased by the federal government and donated to the county decades ago. The sirens, placed throughout the county including the Orick location, are nonoperational. The tsunami siren in Orick is in the way of the fire department construction and the department has requested its removal at an estimated cost of \$5,500.	Providing for and maintaining infrastructure.	\$5,500				General Fund Contribution

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1100	199	Contributions Other	The McKinleyville Municipal Advisory Committee (MMAC) requests that your Board continue to designate funds for support of their work in the upcoming 2022-23 Fiscal Year Budget.	Providing for and maintaining infrastructure.	\$5,000				General Fund Contribution
1100	199	Contributions Other	Camping fees for Native Americans at Big Lagoon during ceremonies and other events.	Manage resources to ensure sustainability of services and provide community appropriate levels of services.		\$750			General Fund Contribution
Total for Other Contributions					\$21,026				
1100	219	Public Defender	1)\$165,950 for increased negotiated salary and benefits costs, PARS contribution, Worker's Compensations and 2)\$98,852 for insurance costs, Purchasing and Information Technology charges.	Enforce laws and regulations to protect residents and protect vulnerable populations.	\$264,802		\$165,950		ARPA/General Fund Contribution
Total for Public Defender					\$264,802				
1100	221	Sheriff - Operations	Fund 28 positions to avoid layoff (15.0 FTE Sheriff Deputy I, 12.0 FTE Deputy Sheriff II, and 1:00 FTE Deputy Sheriff Recruit)	Investing in county employees, enforcing laws and regulations to protect residents.	\$3,228,601		\$3,228,601	\$3,228,601	ARPA
1100	221	Sheriff - Operations	Animal Shelter roof replacement	Providing for and maintaining infrastructure.	\$65,000				General Fund Contribution
Total for Sheriff - Operations					\$3,293,601				
1100	243	Sheriff - Corrections	Fund 14 positions to avoid layoffs	Invest in county employees, creating opportunities for improved safety and health, protecting vulnerable populations.	\$1,314,509		\$1,314,509	\$1,314,509	ARPA
1100	243	Sheriff - Operations	Roof replacement for correctional facility	Providing for and maintaining infrastructure.	\$535,000				General Fund Contribution
1100	243	Sheriff - Corrections	Replacement of correctional facility fire suppression system	Providing for and maintaining infrastructure.	\$250,000				General Fund Contribution
Total for Sheriff - Corrections					\$2,099,509				
1100	246	Conflict Counsel	Offset costs of increased salaries and benefits, PARS contribution, Workers Compensation and Services and Supplies.	Protecting vulnerable populations and enforcing laws and regulations to protect residents.	\$71,839		\$71,839		ARPA
Total for Conflict Counsel					\$71,839				
1100	261	Ag Commission	1)\$11,598 to cover PARS contribution and 2)\$40,000 negotiated salaries and benefit cost increase. Approving this request will allow the department to fill an upcoming vacancy due to retirement.	Manage resources to ensure sustainability of services and provide community appropriate levels of services.	\$51,598				ARPA

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					Net County Cost Requested	Net County Cost Requested			
Total for Ag Commission					\$51,598				
1100	269	Code Enforcement	Funding for nuisance abatement on behalf of property owners.	Enforce laws and regulations to protect residents and protect	\$500,000		\$500,000	\$500,000	General Fund Contribution
1100	277	Current Planning	Carry forward funding to complete upgrades at the Clark Street facility.	Provide for and maintain infrastructure.	\$270,000		\$270,000	\$270,000	Carry Forward
1100	282	Advance Planning	Outsourcing Senior Planner-level work in the Advanced Planning division. Projects include: 1) McKinleyville Town Center Ordinance Environmental Impact Report (EIR) \$200,000, 2) Multi-Family Rezone EIR \$200,000, 3) Humboldt Bay Area Plan \$100,000 and 4) Billboard Regulations \$100,000.	Providing community-appropriate levels of service and building interjurisdictional and regional cooperation.	\$600,000		\$400,000		General Fund Contribution
Total for Planning & Building					\$1,370,000				
1100	632	UC Cooperative Extension	One-time General Fund allocation to support delivery and continued expansion of the 4-H Youth Development Program. This request has been triggered by a reduction of \$15,000 in support from the University of California for 4-H staff due to State of California cuts to UC and exacerbated by declining enrollment due to COVID-19.	Providing community-appropriate levels of service and managing our resources to ensure sustainability of services.	\$15,000		\$15,000		General Fund Contribution
1100	632	UC Cooperative Extension	One-time General Fund allocation to cover the increasing expenses in the Department's salaries, benefits, and utilities.	Providing community-appropriate levels of service and managing our resources to ensure sustainability of services.	\$31,217		\$31,217	\$31,217	General Fund Contribution
Total for UC Cooperative Extensions					\$46,217				
1120	275	Economic Development	\$93,152.00 for the requested 1.0 FTE Admin position \$219,385 for vacant positions which are not filled in order to support BOS directed initiatives such as the Samoa Peninsula Enhanced Infrastructure Finance District (EIFD), Project SOAR, CalForest WRX and other BOS directed activity (such as appointments to HCVB and HLA) which do not have separate grant revenue.	Supporting business, workforce development and creation of private-sector jobs.	\$362,790		\$362,790	\$50,238	ARPA
1120	275	Economic Development	Comprehensive Economic Development Strategy Match (CEDS) as required for Federal Economic Development Administration grant.	Supporting business, workforce development and creation of private-sector jobs.	\$73,000		\$73,000		General Fund Contribution
Total for Economic Development					\$435,790				

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					Net County Cost Requested	Net County Cost Requested				
1120	286	Headwaters	This funding will support staff and administrative expenses directly associated with administration of Headwaters Fund activities which, per the Headwaters Fund charter, cannot self fund its own staff activity. The \$1.8 M established by the Board of Supervisors in 2013 for the administration of the program have run out.	Supporting business, workforce development and creation of private-sector jobs.	\$171,029		\$171,029		ARPA	
Total for Headwaters					\$171,029					
1180	424	Behavioral Health	1.0 FTE Administrative Analyst, professional services and operating costs related to planning, implementation and oversight of court-ordered assisted outpatient treatment, referred to as "Laura's Law." Year 2 of 3-year pilot program.	Providing community-appropriate levels of service and managing our resources to ensure sustainability of services.		\$320,650	\$320,650	\$320,650	General Fund Contribution	
1180	424	Behavioral Health	Additional request for funding for "Laura's Law" to cover increased costs.	Providing community-appropriate levels of service and managing our resources to ensure sustainability of services.		\$59,024			General Fund Contribution	
Total for Behavioral Health					\$379,674					
3232	120120	American Rescue Plan Act	Pandemic related expenditures incurred by the Humboldt Bay Municipal Water District.	Providing for and maintaining infrastructure.	\$160,000				ARPA	
3232	120120	American Rescue Plan Act	Lost public sector revenue, premium pay for essential workers at Scotia Community Services District.	Providing for and maintaining infrastructure.	\$113,422				ARPA	
Total Outside ARPA					\$273,422					
Total Requests					\$14,842,282			Included in Adopted Recommended Budget	\$6,164,143	
								CAO		
								Requested	Recommended	
					Total One-Time	\$14,076,654		Total from ARPA	\$9,691,166	\$9,212,160
					Total Ongoing	\$765,628		Total from GFC	\$3,540,282	\$2,296,398
					Total Funding Requests	\$14,842,282		Total from Contingency	\$1,175,834	\$1,175,834
							Total from Carry Forward	\$435,000	\$435,000	
							Total Funding	\$14,842,282	\$13,119,392	