

COUNTY OF HUMBOLDT
REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

A _____

DEPARTMENT: Land Use

DEPARTMENT #: 486 POSTING DATE: 6/30/2024

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

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

2.)	Amount:	Transfer to Account:		Transfer from Account:	
		Number:	Name:	Number:	Name:
	\$16,000.00	1175-486-3137	Central Services Char	1175-486-1475	Salary/Benefits Cost Share
	\$59,000.00	1175-486-9138	Intrafund Activity	1175-486-1475	Salary/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.) Central services Charges and County County Charges were greater than what was budgeted for FY23-24
- b.) There was Salary savings in FY23-24
- c.) These charges are for the FY 23-24

4.) Department Authorization: _____ Date _____ (signed) APPROVED
By Loren Moore at 7:49 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
1175486 - Land Use
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								
206080 Septic Tank Permits-Pumpers	7,824.00	7,824.00	-		6,400.00	-	1,424.00	81.8%
206090 Sewage Disposal Permits	189,054.00	189,054.00	21,057.70		160,221.46	-	28,832.54	84.7%
206100 Water Well Permits	56,080.00	56,080.00	4,264.00		24,411.00	-	31,669.00	43.5%
586499 State Aid Health Realignment	309,203.00	309,203.00	-		-	-	309,203.00	0.0%
608420 Medical Cannabis Permits Fees	25,278.00	25,278.00	159.00		3,914.58	-	21,363.42	15.5%
631171 Non-Standard SDS Fees	87,440.00	87,440.00	5,036.44		68,910.44	-	18,529.56	78.8%
631173 Local Water Systems	3,826.00	3,826.00	-		4,273.00	-	(447.00)	111.7%
643110 Construction Plan Review Hlth	30,528.00	30,528.00	820.00		19,578.00	-	10,950.00	64.1%
643111 Business License Review/Fees	13,937.00	13,937.00	760.00		8,044.00	-	5,893.00	57.7%
Total Revenues	723,170.00	723,170.00	32,097.14		295,752.48	-	427,417.52	40.9%
Expenditures								
01 Salaries & Employee Benefits								
1475 Salaries/Benefits Cost Share	607,784.00	607,784.00	119,933.85	(75,000.00)	485,060.74	-	122,723.26	79.8%
1700 Workers' Compensation	10,208.00	10,208.00	-		10,713.70	-	(505.70)	105.0%
Total Salaries & Employee Bene	617,992.00	617,992.00	119,933.85		495,774.44	-	122,217.56	80.2%
02 Services and Supplies								
2103 Clothing / Employee	42.00	42.00	-		-	-	42.00	0.0%
2106 Communications	4,634.00	4,634.00	672.42		4,684.88	-	(50.88)	101.1%
2108 Food	-	-	-		12.41	-	(12.41)	
2109 Household Expense	676.00	676.00	35.88		223.20	-	452.80	33.0%
2112 Maintenance-Equipment	682.00	682.00	-		575.94	-	106.06	84.4%
2113 Maintenance-Structures	200.00	200.00	-		61.93	-	138.07	31.0%
2114 Medical Dental & Lab Supplies	10.00	10.00	-		-	-	10.00	0.0%
2115 Memberships	329.00	329.00	-		341.02	-	(12.02)	103.7%
2117 Office Expense	4,629.00	4,629.00	263.40		2,210.99	-	2,418.01	47.8%
2118 Professional & Special Service	9,531.00	9,531.00	5.07		275.19	300.00	8,955.81	6.0%
2120 Rents & Leases - Equipment	745.00	745.00	-		-	-	745.00	0.0%
2121 Rents & Leases - Structures	21,122.00	21,122.00	-		21,890.22	-	(768.22)	103.6%
2122 Minor Equipment	153.00	153.00	260.47		260.47	-	(107.47)	170.2%
2123 Special Departmental Expense	1,429.00	1,429.00	-		1,018.15	-	410.85	71.2%
2125 Transportation & Travel	19,187.00	19,187.00	2,125.59		24,342.14	-	(5,155.14)	126.9%
2126 Utilities	1,929.00	1,929.00	369.95		1,979.52	-	(50.52)	102.6%
2140 Late Fees & Penalties	-	-	-		0.24	-	(0.24)	
2148 Computer Software	11,362.00	11,362.00	-		13,328.76	-	(1,966.76)	117.3%
Total Services and Supplies	76,660.00	76,660.00	3,732.78		71,205.06	300.00	5,154.94	93.3%
03 Other Charges								
2110 Insurance	12,700.00	12,700.00	-		13,411.16	-	(711.16)	105.6%
3125 Information Technology Charges	7,493.00	7,493.00	-		7,263.61	-	229.39	96.9%
3137 Central Services Charges	377.00	377.00	14,255.87	16,000.00	14,255.87	-	(13,878.87)	3,781.4%
3517 ADA ISF Charges	950.00	950.00	1,007.26		1,007.26	-	(57.26)	106.0%
3940 Purchasing & Disposition Chg	1,425.00	1,425.00	-		1,425.34	-	(0.34)	100.0%
Total Other Charges	22,945.00	22,945.00	15,263.13		37,363.24	-	(14,418.24)	162.8%
08 Fixed Assets								
Total Fixed Assets	-	-	-		-	-	-	
09 Special Items								
Total Special Items	-	-	-		-	-	-	
Total Expenditures	717,597.00	717,597.00	138,929.76		604,342.74	300.00	112,954.26	84.3%
Other Financing Sources (Uses)								
9138 Intrafund Activity	-	-	(747.00)	(59,000.00)	(43,393.75)	-	43,393.75	
9110 Interfund Expenditure	(5,029.00)	(5,029.00)	-		-	-	(5,029.00)	0.0%
9275 IE - PH Laboratory Fee	(1,260.00)	(1,260.00)	-		-	-	(1,260.00)	0.0%
9109 Interfund Revenue	716.00	716.00	-		-	-	716.00	0.0%
Total Other Financing Sources (Uses)	(5,573.00)	(5,573.00)	(747.00)		(43,393.75)	-	37,820.75	778.6%
Net Revenues Over (Under) Expenditures)	-	-	(107,579.62)		(351,984.01)	(300.00)	352,284.01	