



COUNTY OF HUMBOLDT

For the meeting of: 9/12/2023

File #: 23-1187

To: Board of Supervisors

From: Human Resources

Agenda Section: Consent

Vote Requirement: 4/5th

SUBJECT:

Year-End Supplemental Budget for Fiscal Year (FY) 2022-23 (4/5 Vote Required)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the attached supplemental budget to cover overdrafts in the Personnel budget (1100-130) and in the Risk Management Insurance Internal Services Funds (ISF) for FY 2022-23 (4/5 Vote Required).

SOURCE OF FUNDING:

General Fund, Insurance ISF

DISCUSSION:

At the end of each fiscal year, budgets must be within appropriations. The Personnel budget (1100-130) received unbudgeted revenue funds from Public Risk Solutions and Management (PRISM), through which the county purchases excess liability, primary and excess Workers' Compensation and various other insurance programs, to help address the department's needs for computers and reimbursement from the Federal Emergency Management Agency (FEMA) from costs incurred for expenditures related to the COVID-19 pandemic. The attached supplemental budget reflects these additional unanticipated revenues utilized to cover overages in the Personnel budget for FY 2022-23.

Due to changes in staff and accounting practices the budgets submitted for the Workers Comp, Liability and Purchased Insurance ISFs in FY 2022-23 did not include the revenue from charges to County departments and the associated insurance costs. Per the direction of the Auditor-Controller, corrections to the insurance ISF budgets to the county are included in the supplemental budget. The attached supplemental budget is necessary to appropriate funds to the Insurance ISFs for the revenues and expenditures that have already occurred in the year. Sufficient funds exist in the Insurance ISFs

FINANCIAL IMPACT:

Expenditures (Various)	FY22-23 Adopted
Additional Appropriation Requested	\$16,459,141
Total Expenditures	\$16,459,141
Funding Sources (Various)	FY22-23 Adopted
State/Federal Funds	\$20,795
Fees/Other	\$16,438,346
Total Funding Sources	\$16,459,141

**Projected amounts are estimates and are subject to change.*

Narrative Explanation of Financial Impact:

The funds have been collected from the county departments to pay for the insurance costs for FY 2022-23. Due to a change in local accounting procedure, per the Auditor-Controller, the attached supplemental budget will account for these funds in the county budget in the Insurance ISFs (3523-353, 3524-354, 3528-358). The funds received from FEMA and PRISM were not anticipated in the FY 2022-23 county budget and due to an overage in expenditures are being recognized to offset increased expenditures.

STAFFING IMPACT:

There is no impact on staffing with this accounting procedure change.

STRATEGIC FRAMEWORK:

This action supports the following areas of your Board's Strategic Framework.

Core Roles: N/A

New Initiatives: Manage our resources to ensure sustainability of services

Strategic Plan: N/A

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could elect to have each department bring an item forward to cover overages. This is not recommended for this fiscal year because of the need to expedite closing and because expenditures cannot exceed appropriations in a budget unit.

ATTACHMENTS:

Year-End Supplemental Budget

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

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