



# COUNTY OF HUMBOLDT

For the meeting of: 6/8/2021

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File #: 21-713

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**To:** Board of Supervisors  
**From:** County Administrative Office  
**Agenda Section:** Consent

**SUBJECT:**

Fiscal Year 2020-21 Year-End Supplemental Budget Adjustments (4/5 Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the list of supplemental budget adjustments shown on Attachment I (4/5 vote required), and authorize Auditor-Controller and/or County Administrative Office (CAO) staff to make any technical corrections necessary to effectuate the Board's direction.

**SOURCE OF FUNDING:**

General Fund 1100, American Rescue Plan Act

**DISCUSSION:**

As reported in the Proposed Budget to be presented to your Board today, staff anticipate FY 2020-21 to close with an estimated year-end fund balance of \$16.5 million. In order to prepare for the year-end closing, and to address urgent resource needs, staff come before your Board today to recommend additional General Fund allocations in the amount of \$2,485,000. Those recommendations are as follows:

**One-Time Expenditures**

- \$200,000 Contributions to Other (1100-199) - Due to the COVID-19 pandemic, the Humboldt County Fair Association (HCFA) was forced to cancel its 2020 fair, which is the organization's major source of annual revenue. The fair's 2020 budget (Attachment II), which was approved by your Board on Jan. 5, 2021, projected a revenue shortfall of \$362,000 due to cancellation of the Humboldt County Fair in 2020. The HCFA has submitted a funding request for \$200,000. Allocating these funds to the HCFA will allow the organization to pay its current bills and payroll expenses so that it may hold a fair in 2021. Funding for this request is likely eligible for funding from the American Rescue Plan Act.
- \$116,874 Contributions to Other (1100-199) - Contribution to Department of Health and Human Services (DHHS) for In-Home Supportive Services (IHSS) supplemental wage settlement. Funding for this request is available through fund balance.

- \$61,000 Treasurer-Tax Collector (1100-112) - Funding to pay for software upgrade and implementation related to managing short-term rentals in Humboldt County. Funding for this request is available through fund balance.
- \$373,000 Human Resources (1100-130) - Funding for labor consultation and policy development services. Funding for this request is available through fund balance.
- \$26,400 Human Resources (1100-130) - Funding for W. Brown Creative Partners to conduct the Public Defender recruitment. Funding for this request is available through fund balance.
- \$10,000 Human Resources (1100-103) - To perform an organizational assessment of diversity, equity and inclusion initiatives. Funding for this request is available through fund balance.
- \$4,600 Agricultural Commissioner (1100-261) - Funding for water line repair and landscaping. Funding for this request is available through fund balance.
- \$12,960 County Administrative Office/Management & Budget Team (1100-103) - For 18 parking spaces in the Employment Development Department parking lot across the street from the proposed Community Corrections Resource and Reentry Facility. This request is to pay to lease the spaces from February 2021 to January 2022 in anticipation of construction beginning on the new facility. Funding for this request is available through fund balance.
- \$27,344 Sheriff's Office - Animal Control (1100-278) - Carry forward funding for a vehicle purchased in FY 2019-20 but not received until FY 2020-21. Funding for this request is available through fund balance.
- \$500,000 Code Enforcement (1100-269) - Funding for abatement activities. Funding for this request is available through fund balance.
- \$50,000 Public Works - Facilities Management (1100-162) - Funding for the Brownfield Plume clean-up. Funding for this request is available through fund balance.
- \$3,332 Public Works - Facilities Management (1100-162) - Funding for replacement computer and laptop. Funding for this request is available through fund balance.
- \$1,100,000 Contributions to Other (1100-990) - Carry forward of \$1.1 million allocated in FY 2019-20 in accordance with the Friends of the Eel River settlement. Funding for this request is available through fund balance.

FINANCIAL IMPACT:

This recommendation will allocate \$200,000 to the HCFA from the county's 2021 ARPA allocation, which, according to the US Treasury will be \$13,165,276. The County Administrative Office has requested a new budget unit to be created for ARPA, and when that is complete the allocation will be reflected there. Until then, the revenue will be reflected in General Fund 1100-888 and expense in 1100-199. Staff will return to your Board with a supplemental budget upon approval. The remaining allocations, totaling \$2,285,510, will be funded through the General Fund's fund balance.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by managing our resources to ensure sustainability of services .

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board discretion

ATTACHMENTS:

1. Letter from HCFA
2. Executed Fair Budget
3. Requests for Appropriation
4. Budget Adjustments
5. Supplemental Budget

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A