



COUNTY OF HUMBOLDT

For the meeting of: 5/15/2023

File #: 23-326

To: Board of Supervisors

From: County Administrative Office

Agenda Section: Departmental

Vote Requirement: Majority

SUBJECT:

Informational County Department Reports for Fiscal Year 2023-24

RECOMMENDATION(S):

That the Board of Supervisors:

1. Receive staff reports from various county departments; and
2. Continue this item to May 22, 2023, at 9:00 a.m.

SOURCE OF FUNDING:

All county funds

DISCUSSION:

In 2015, your Board began to receive informational reports from county departments on core services and budget requests. This process allowed the departments and your Board to have more time to discuss and examine budget requests and implications. These presentations also allow for public participation prior to the budget hearings in early June.

During the COVID-19 pandemic, these meetings were not held. Last year, these meetings were reinstated. Last year meetings were held earlier in order to provide your Board, and the public an opportunity to offer input prior to departments' final budget submissions. However, due to scheduling needs, this year's meetings are being held in May. As with last year, staff and your Board are working to close another General Fund budget deficit. Likewise, many non-General Fund departments are facing similar challenges in closing the gap between anticipated revenues and expenditures. As presented at the midyear budget review on Feb. 7, 2023, the fiscal year (FY) 2023-24 projected preliminary General Fund deficit of \$12.9 million is primarily due to utilizing one-time American Rescue Plan Act (ARPA) dollars for ongoing salary & benefit expenditures in FY 2022-23, county-wide salary increases, and projected reductions in sales tax revenues.

Departments have been asked to report on core services, innovative approaches to service delivery,

department challenges, goals and accomplishments and any anticipated additional appropriations requests. As instructed by your Board, departments will limit additional General Fund appropriation requests to those which prevent layoffs. The County Administrative Office will present an update to the FY 2023-24 budget outlook and seek guidance from the Board on the Additional Requests for General Fund Appropriations (Attachment 1), following the May 22, 2023 department presentations.

Departments presenting on May 15, 2023, at 1:00 p.m.:

1. Assessor
2. Aviation
3. Child Support Services
4. District Attorney
5. Probation
6. Clerk, Recorder and Elections
7. Planning & Building
8. Human Resources
9. Agricultural Commissioner
10. Public Defender

Departments presenting on May 22, 2023, at 9:00 a.m.:

1. County Counsel
2. UC Cooperative Extension
3. Treasurer-Tax Collector
4. Auditor-Controller
5. County Administrative Office
6. Library
7. Department of Health and Human Services
8. Public Works
9. Sheriff's Office

FINANCIAL IMPACT:

Narrative Explanation of Financial Impact:

There is limited financial impact associated with receiving informational reports from county departments, as the staff costs are incorporated into the FY 2022-23 budget.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

There is limited staffing impact associated with receiving informational reports from county departments, as the staff and department heads plan to be available for these meetings and costs are incorporated into the FY 2022-23 budget.

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 and provide community-appropriate levels of service.

Strategic Plan: N/A

OTHER AGENCY INVOLVEMENT:

N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Board Discretion

ATTACHMENTS:

1. Additional Requests for General Fund Appropriations FY 2023-24

PREVIOUS ACTION/REFERRAL:

Board Order No.: I-2

Meeting of: 2/7/2023

File No.: 23-9