



# COUNTY OF HUMBOLDT

For the meeting of: 7/18/2023

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File #: 23-1026

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Consent

**Vote Requirement:** 4/5th

**SUBJECT:**

Appropriation Transfer in an Amount of \$542,612 for Sheriff's Measure Z Budget for Radio Infrastructure Project (4/5<sup>th</sup> Vote Required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve an appropriation transfer in an amount of \$542,612 for Sheriff's Measure Z (1100-297) for the Radio Infrastructure Project (4/5<sup>th</sup> Vote Required).

**SOURCE OF FUNDING:**

Measure Z (1100-297)

**DISCUSSION:**

In Fiscal Year (FY) 2021-22 the Sheriff was awarded \$542,612 for a portion of the Radio Infrastructure replacement project, which began in 2017. Expenditures are being spent out of the County Administrative Office - Communications budget (3521-151) for better tracking of the project costs. Therefore, staff recommends transferring the \$542,612 fixed asset appropriation in the Sheriff's Measure Z budget to the Contribution to Communications account, and journaling the funds to the Communications' budget. There is also a \$716 charge in 297 for this project that should be credited back to 297 and transferred to Communications.

**FINANCIAL IMPACT:**

<b>Expenditures</b> (Fund, Budget Unit)	<b>FY21-22</b>
Budgeted Expenses	\$542,612
Additional Appropriation Requested	
<b>Total Expenditures</b>	<b>\$542,612</b>
<b>Funding Sources</b> (Fund, Budget Unit)	<b>FY23-24 Adopted</b>
General Fund	\$542,612

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<b>Total Funding Sources</b>	<b>\$542,612</b>
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*\*Projected amounts are estimates and are subject to change.*

**Narrative Explanation of Financial Impact:**

Funding for the Radio Infrastructure Project are currently budgeted as a fixed asset in the Sheriff's Measure Z budget (1100-297-8074) for FY 2021-22. However, the actual expenditures for this project are being spent from the Communications budget (3521-151). Therefore, this item recommends transferring the fixed asset appropriation to the contributions line so the funds can be transferred to Communications, ensuring there is enough funding in the Communications budget for the related expenditures. This will be a General Fund contribution to the Communications Internal Service Fund.

STAFFING IMPACT:

**Narrative Explanation of Staffing Impact:**

By transferring the appropriation to the contribution account, staff will be able to journal funds to the appropriate budget unit where expenditures are occurring, easing staff's ability to track actual expenses related to this project.

STRATEGIC FRAMEWORK:

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

Core Roles: Provide for and maintain infrastructure

New Initiatives: Manage our resources to ensure sustainability of services

Strategic Plan: N/A

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could choose not to approve the appropriations transfer. This is not recommended as funding has already been spent in the Communications budget related to the application that was funded by Measure Z.

ATTACHMENTS:

1. Appropriations Transfer

PREVIOUS ACTION/REFERRAL:

Meeting of: April 20, 2021

File No.: 21-429