



COUNTY OF HUMBOLDT

For the meeting of: 5/21/2024

File #: 24-866

To: Board of Supervisors

From: DHHS: Social Services

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Approval of Creation of Fixed Asset Line Item to Account for Carry Forward Prior Year Purchase

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the creation of Fixed Asset Line Item 1160-511-8986 (Equipment) and transfer \$350,000 from Fixed Asset Line Item 1160-511-8998 (Building Improvements).

STRATEGIC PLAN:

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

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

In fiscal year (FY) 2022-23, Social Services was awarded an allocation to upgrade technology infrastructure to improve CalFresh application assistance. Department of Health and Human Services (DHHS) Information Services Unit, identified that need to purchase switches to upgrade the overall connectivity at 929 Koster St. As the items were not received prior to the fiscal year end closing the encumbrance for the items were carried forward into FY 2023-24. The appropriation transfer before your Board today will create a fixed asset line item in the current operating budget to account for this purchase and proper accounting. The appropriation will reduce the Building Improvement fixed asset line and create the Equipment fixed asset line item. This will allow for the posting of the fixed asset purchase.

SOURCE OF FUNDING:

Social Services fund 1160, Budget Unit 511

FINANCIAL IMPACT:

Expenditures (Fund, Budget Unit)	Adopted Budget 23/24
1160-511-8998 Building Improvements	\$850,000.00
Expenditures (Fund, Budget Unit)	Adjusted Budget 23/24
1160-511-8998 Building Improvements	\$500,000.00

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1160-511-8986 Equipment	\$350,000.00
Total:	\$850,000.00

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

Narrative Explanation of Financial Impact:

There is no fiscal impact to Budget Unit 1160-511 or the County General Fund. This transfer will move \$350,000.00 from Fixed Asset Item 8998 - Building Improvements to Fixed Asset Item 8986 - Equipment.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could choose not to approve the budget transfer, however this is not advised **recommended** as a vendor is awaiting payment for items that have been provided and installed.

ATTACHMENTS:

County of Humboldt Request for Budget Transfer/Adjusted Form

PREVIOUS ACTION/REFERRAL:

Meeting of: n/a

File No.: n/a