



COUNTY OF HUMBOLDT

For the meeting of: 8/21/2018

File #: 18-1028

To: Board of Supervisors

From: Planning and Building Department

SUBJECT:
Year-End Appropriation Transfers

RECOMMENDATION(S):
That the Board of Supervisors approve the appropriation transfers to closeout fiscal year (FY) 2017-18.

SOURCE OF FUNDING:
Applicant Fees.

DISCUSSION:
In order to make final payments to close out FY 2017-18 the Planning and Building Department requests Board of Supervisors approval to transfer funds from the Fixed Asset (08). Fixed asset acquisitions were lower than estimated resulting in a savings; however, service expenses exceeded budgetary estimates by \$17,685 for budget unit 262. Pursuant to county policy, departments must obtain Board authorization to transfer more than \$10,000 from Fixed Assets category. In order to balance the budget and address the deficit in Services and Supplies, staff recommends authorizing the transfer from object code 8965, Computer Software, to object code 2118, Professional and Specialized Services.

FINANCIAL IMPACT:
This action does not affect the General Fund or the budget unit, as it reallocates funds from one budget category to another within the same budget unit. An appropriation transfer form detailed in Attachment A depicts a transfer of \$17,685 in budget unit 1100262 (Building Inspection) from the Fixed Assets category to the Services and supplies category.

The recommendations included in this agenda item support the Board of Supervisors' Strategic Framework by managing county resources to ensure sustainability of services and assists with enforcing laws and regulations.

OTHER AGENCY INVOLVEMENT:
County Auditor

ALTERNATIVES TO STAFF RECOMMENDATIONS:
Board discretion.

ATTACHMENTS:
Attachment A Fund 1100262 Appropriation Transfer