



Legislation Text

File #: 24-103, Version: 2

Memorandum

Date: February 6, 2024  
To: The Honorable Lake County Board of Supervisors  
From: Susan Parker, County Administrative Officer  
Subject: Consideration of (a) Resolution Amending Resolution No. 2023-116 to Amend the FY 2023-24 Adopted Budget by Adjusting Reserves, Fund Balance Carry Over, Revenues, and Appropriations; and (b) Resolution Amending Resolution 2023-117 to Amend the Position Allocations for FY 2023-24 to Conform to the Mid-year Budget Adjustments

**Executive Summary:** Staff has completed a collaborative mid-year review of the FY 2023-24 budget and associated staffing levels. The resulting recommendations are reflected in attachments hereto.

The mid-year budget resolution makes necessary adjustments to selected budget units to continue funding County operations through the remainder of the fiscal year. The attached Mid-Year Budget Highlights narrative provides an overview and brief summary of the status of the County’s FY 2023-24 Budget at the mid-year point, as well as describing the details of the requested budget adjustments.

County Department Heads and their fiscal staff continue to monitor expenditures closely and provide the necessary information for your Board to make budget decisions. We greatly appreciate the assistance of the Department Heads and their staff in preparing this report and presenting the recommendations herein for your Board’s consideration.

**If not budgeted, fill in the blanks below only:**

Estimated Cost: \_\_\_\_\_ Amount Budgeted: \_\_\_\_\_ Additional Requested: \_\_\_\_\_ Future Annual Cost: \_\_\_\_\_

**Purchasing Considerations** (check all that apply):

Not applicable

- Fully Article X. <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)>- and/or Consultant Selection Policy <[http://lcnnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+26+Procedures+Manual/Ch4\\_2021v2.pdf](http://lcnnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+26+Procedures+Manual/Ch4_2021v2.pdf)>-Compliant (*describe process undertaken in "Executive Summary"*)
- Section 2-38 <[https://library.municode.com/ca/lake\\_county/codes/code\\_of\\_ordinances?nodeId=COOR\\_CH2AD\\_ARTXPU\\_S2-38EXCOBI](https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI)> Exemption from Competitive Bidding (*rationale in "Executive Summary," attach documentation, as needed*)
- For Technology Purchases: Vetted and Supported by the [Technology Governance Committee](http://lcnnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf) <<http://lcnnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> (*"Yes," if checked*)
- Other (*Please describe in Executive Summary*)

**Consistency with Vision 2028** <<http://www.lakecountyca.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Not applicable              | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input type="checkbox"/> Economic Development    | <input type="checkbox"/> Public Safety               | <input type="checkbox"/> County Workforce                            |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Infrastructure              | <input type="checkbox"/> Clear Lake                                  |
|  | <input type="checkbox"/> Business Process Efficiency |  |

**Recommended Action:** Staff recommends your Board (a) Adopt Resolution Amending Resolution No. 2023-116 to Amend the FY 2023-24 Adopted Budget by Adjusting Reserves, Fund Balance Carry Over, Revenues, and Appropriations; and (b) Adopt Resolution Amending Resolution 2023-117 to Amend the Position Allocations for FY 2023-24 to Conform to the Mid-year Budget Adjustments