



Legislation Details (With Board Report)

File #: RES 23-091 **Name:** Appropriation Transfer FY2022-23
Type: BoS Resolution **Status:** Housing & Community Development - Consent
File created: 5/30/2023 **In control:** Board of Supervisors
On agenda: 6/13/2023 **Final action:** 6/13/2023

Title: Authorize the Auditor-Controller to amend the FY2022-23 Adopted Budget by increasing appropriations in the amount of \$189,829 in the Housing and Community Development (HCD) Housing Administration, Fund 001, Appropriation Unit HCD001, financed by a decrease in appropriations in the amount of \$189,829 in the HCD Community Development, Fund 001, Appropriation unit HCD002 (4/5ths vote required).

Sponsors:

Indexes:

Code sections:

Attachments: 1. Board Report, 2. Attachment A - HCD Appropriation Reallocation, 3. Attachment B – Draft Resolution, 4. Completed Board Order Item No. 55, 5. Completed Resolution Item No. 55

Date	Ver.	Action By	Action	Result
6/13/2023	1	Board of Supervisors		

Authorize the Auditor-Controller to amend the FY2022-23 Adopted Budget by increasing appropriations in the amount of \$189,829 in the Housing and Community Development (HCD) Housing Administration, Fund 001, Appropriation Unit HCD001, financed by a decrease in appropriations in the amount of \$189,829 in the HCD Community Development, Fund 001, Appropriation unit HCD002 (4/5ths vote required).

RECOMMENDATION:

It is recommended that the Board of Supervisors adopt a Resolution to:
Authorize the Auditor-Controller to amend the FY2022-23 Adopted Budget by increasing appropriations in the amount of \$189,829 in the General Fund 001, Housing and Community Development (HCD) Administration Appropriation Unit HCD001, financed by a decrease in the amount of \$189,829 in appropriations in the General Fund 001, Community Development Appropriation unit HCD002 (4/5ths vote required).

SUMMARY/DISCUSSION:

Department finance staff prepare a monthly budget forecast by Appropriation Unit to monitor and project revenues and expenditures and assist management in making informed financial decisions. The HCD Housing Administration Unit 8542 will likely exceed appropriations due to a decrease in the amount of staff time recoverable from other Funds. This is the result of several staffing changes that took place throughout the fiscal year. These changes interrupted work performed on behalf of the other Funds that support the Department’s Housing functions. Therefore, the Department was not able to recover staff costs that are reimbursable to the General Fund from other Funds such as Community Development Reuse Appropriation Unit HCD004, Community Development Block Grant Appropriation Unit HCD005 and Fort Ord Habitat Management Appropriation Unit HCD009 and the Redevelopment Obligation Retirement Fund HCD010.

HCD’s Appropriation Unit HCD002 has available appropriations due to salary savings as HCD experienced a consistent vacancy rate of 17% throughout the Fiscal Year. HCD budgeted salary savings in the amount of \$610,599 in the current fiscal year and these savings have already been recovered leaving available

appropriations in Salary and Benefits of approximately \$1,160,012

OTHER AGENCY INVOLVEMENT:

HCD conferred with the County Administrative Office - Budget Analyst on this report.

FINANCING:

This request would increase appropriations in HCD001, Unit 8542 by \$189,829 offset by a reduction in HCD002, Unit 8543 in the amount of \$189,829. This is a net neutral adjustment for HCD and has no impact on the overall General Fund budget for HCD.

Prepared by: Lori Woodle, Finance Manager I (831)759-6682

Approved by: Craig Spencer, Acting Director of HCD

The following attachments are on file with the Clerk of the Board:

Attachment A - HCD Appropriation Reallocation

Attachment B - Draft Resolution