



# COUNTY OF HUMBOLDT

For the meeting of: 4/25/2023

File #: 23-484

**To:** Board of Supervisors

**From:** Clerk of the Board

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Submittal of Supervisors' Monthly Expense Report on Meetings Pursuant to Government Code Section 53232.3(d)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Receive and file the Report.

**SOURCE OF FUNDING:**

General Fund (1100)

**DISCUSSION:**

Government Code Section 53232.3(d) requires if a local agency reimburses members of a legislative body for actual and necessary expenses incurred in the performance of official duties, then a local agency shall provide expense report forms to be filed by the members of the legislative body for reimbursement for actual and necessary expenses incurred on behalf of the local agency in the performance of official duties. Reimbursable expenses shall include, but not be limited to, meals, lodging, and travel.

**FINANCIAL IMPACT:**

| <b>Expenditures (Fund, Budget Unit)</b>    | <b>FY22-23</b>         | <b>FY23-24 Projected</b>  | <b>FY24-25 Projected</b>  |
|--|------------------------|---------------------------|---------------------------|
| Budgeted Expenses                          | \$3,514.62             |                           |                           |
| Additional Appropriation Requested         |                        |                           |                           |
| <b>Total Expenditures</b>                  |                        |                           |                           |
| <b>Funding Sources (Fund, Budget Unit)</b> | <b>FY22-23 Adopted</b> | <b>FY23-24 Projected*</b> | <b>FY24-25 Projected*</b> |
| General Fund                               | \$3,514.62             |                           |                           |

|                              |  |  |  |
|------------------------------|--|--|--|
| State/Federal Funds          |  |  |  |
| Fees/Other                   |  |  |  |
| Use of Fund Balance          |  |  |  |
| Contingencies                |  |  |  |
| <b>Total Funding Sources</b> |  |  |  |

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

**Narrative Explanation of Financial Impact:**

The total amount of expenses contained within this agenda item are \$3,514.62. These expenditures are within the recommended fiscal year 2022-23 budget allocations for budget unit 1100-101.

**STAFFING IMPACT:**

| <b>Position Title</b> | <b>Position Control Number</b> | <b>Monthly Salary Range (1A-E Step)</b> | <b>Additions (Number)</b> | <b>Deletions (Number)</b> |
|-----------------------|--------------------------------|---|---------------------------|---------------------------|
| N.A                   |                                |   |                           |                           |
|                       |                                |   |                           |                           |

**Narrative Explanation of Staffing Impact:**

There is no staffing impact

**STRATEGIC FRAMEWORK:**

Create opportunities for improved safety and health  
Foster transparent, accessible, welcoming and user friendly services  
3.1 - Improve the economy of Humboldt County

**OTHER AGENCY INVOLVEMENT:**

N/A

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

Board discretion

**ATTACHMENTS:**

- A. Expense Reporting Forms: District #1, #2, #3, #4 and #5

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A