



December 9, 2025

Board of Supervisors
Kern County Administrative Center
1115 Truxtun Avenue
Bakersfield, California 93301

**REQUEST FOR CANCELLATION OF DESIGNATION AND APPROPRIATION
OF UNANTICIPATED REVENUE FOR DISPLACED TENANTS**
(Fiscal Impact: \$45,000; Penalties; Not Budgeted; Discretionary)

The purpose of this letter is to request your Board's approval of the cancellation of the Displaced Tenants designation and the appropriation of unanticipated revenue, in the amount of \$45,000.

The department received penalties from a settlement case, which were placed in a designation within the Environmental Health Division's operating fund. The penalties are required to be used to provide temporary housing to tenants displaced from hotel/motels following health inspections. The department initiated a Request for Proposal (RFP) and two vendors were successfully awarded the funding to be used for this purpose. To provide funding to the vendors to use in such circumstances, the department is requesting the cancellation of the designation and the appropriation of unanticipated revenue.

To facilitate this request, the department is requesting the cancellation of designation in Ledger Account 3127: Designation Account Restricted in the amount of \$45,000 fund 1094FD and subsequent appropriation in Cost Center 1744CC, Spend Category 1101SC – Professional & Specialized Services.

The County Administrative Office has reviewed this request and supports the recommendation.

Therefore, IT IS RECOMMENDED that your Board approve the cancellation of the Displaced Tenants designation and appropriation of unanticipated revenue, in the amount of \$45,000, and authorize the Auditor-Controller to process the specified budgetary adjustments and accounting transactions.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Brynn Carrigan".

Brynn Carrigan
Director of Public Health Services

BNC:mm

Attachment

C: County Administrative Office
Auditor-Controller

Grounded in Health

1800 Mt. Vernon Ave., Bakersfield, CA. 93306 | 661.321.3000 | www.kernpublichealth.com



View Budget Amendment: Budget
 Amendment: 2026 - Adopted Budget Structure
 - Production/Gold Version on 12/09/2025 :
 BUDAMD2500238

Company	Kern County
Budget Template	Adopted Budget Structure - Production/Gold Version : FY26 Operating Budget - Adopted
Budget	FY26 Operating Budget - Adopted
Organizing Dimension Type	
Amendment ID	BUDAMD2500238
Amendment Date	12/09/2025
Description	Cancel Designation-DisplacedTenants
Amendment Type	Board Amendment
Balanced Amendment	Yes
Entry Type	Adopted
Status	In Progress

Budget Amendment Entries

Period	*Ledger Account/Summary	Spend Category	Revenue Category	*Cost Center	Designation	*Additional Worktags	Debit Amount	Credit Amount	Memo	Exceptions
2026 Year (FY26 Operating Budget - Adopted)	3127:Designation Account Restricted			1744CC Environmental Health Services		Fund: 1094FD Environmental Health Services	\$45,000.00	\$0.00		
2026 Year (FY26 Operating Budget - Adopted)	6050:Services & Supplies	1101SC - Professional & Specialized Services (PSS)		1744CC Environmental Health Services		Fund: 1094FD Environmental Health Services	\$45,000.00	\$0.00		
2026 Year (FY26 Operating Budget - Adopted)	3154:Retained Earnings - Prior Year			1744CC Environmental Health Services		Fund: 1094FD Environmental Health Services	\$0.00	\$45,000.00		
2026 Year (FY26 Operating Budget - Adopted)	8993:Budgetary Clearing			1744CC Environmental Health Services		Fund: 1094FD Environmental Health Services	\$0.00	\$45,000.00		

BOS1 Displaced Tenants.pdf

File Name	BOS1 Displaced Tenants.pdf
Content Type	application/pdf
Updated By	Kimberley Simmons
Upload Date	12/03/2025 12:18:04 PM
Comment	

Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Budget Amendment Event	Step Completed	12/03/2025 12:18:05 PM	12/04/2025	Kimberley Simmons		1



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Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Budget Amendment Event	Approval by Cost Center Manager	Automatic Approval	12/03/2025 12:18:05 PM	12/04/2025	Kimberley Simmons (Cost Center Manager)	1	
Budget Amendment Event	Approval by Project Manager	Not Required		12/04/2025		0	
Budget Amendment Event	Approval by Project Hierarchy Manager	Not Required		12/04/2025		0	
Budget Amendment Event	Approval by Budget Manager	Awaiting Action		12/05/2025	Alejandro Alva (Budget Manager)	9	
					Amanda Ruiz (Budget Manager)		
					Elsa Martinez (Budget Manager)		
					Eric Nisbett (Budget Manager)		
					Joseph Arriola (Budget Manager)		