

***El Dorado County
Chief Administrative Office
Interoffice Memorandum***

DATE: July 20, 2009
TO: Auditor-Controller
FROM: Ron Grassi
SUBJECT: NEPA Payment

El Dorado County Chamber of Commerce have been working with the US Forest Service, Lake Tahoe Basin Management Unit, to complete the environmental documentation mandated by the National Environmental Policy Act (NEPA) which will allow the use of previously identified areas of National Forest System lands within the Lake Tahoe Basin Management Unit for the use of filming and recreation events.

Attached are emails from Katheen Dogde to Supervisor Santiago regarding the amount of \$2,770 to be split between Placer County and El Dorado County. The Chamber is coordinating the payments. Please process El Dorado County's payment of \$1,385.



El Dorado County Chamber of Commerce

542 Main Street
Placerville, CA 95667

Invoice

DATE	INVOICE #
6/1/2009	1435

BILL TO
El Dorado County Attn: Ron Grassi, CAO's Office 330 Fair Ln Placerville CA 95667

P.O. NO.	TERMS	PROJECT
	upon receipt	

ITEM	QUANTITY	DESCRIPTION	RATE	AMOUNT
Non Taxable	1	Preparation of the environmental documentation mandated by the National Environmental Policy Act (NEPA) which will allow the use of previously identified areas on National Forest System lands within the Lake Tahoe Basin Management Unit for the use of filming and recreation events. Total amount due is \$2,770 - to be paid equally by El Dorado and Placer Counties.	1,385.00	1,385.00
			Sales Tax (8.5%)	\$0.00
			Total	\$1,385.00



08/09

County of El Dorado
Office of the Auditor-Controller
Additional attention required for this item

Record No. 2358

Attention: Jim Mitrisin	Department: 02 CAO	Date: 8/ 6/2009
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Claim, manual voucher returned, not paid.

The attached claim, dated: **7/20/2009**
To vendor: **EDC Chamber**
In the amount of: **\$1,385.00**

P-Card	
Card No:	Transaction Date:

Requires additional attention for the following reason(s):
Insufficient backup/information

Notes:

Unable to determine if there is authorization to process payment. Is there an agreement between EDC and Chamber for this? Board approval for the contribution?

C.A.O.
EL DORADO COUNTY
2009-08-07 PM 2:40

Deputy Auditor: **Melanie Draper**
Phone ext: 5633

Approved by

Return notes: (For Department Use)

Resubmitted by:	Date:
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SCAN: All Return Claim Invoice Other

CLAIM VOUCHER

CHECK IS SENT IN U.S. MAIL
UNLESS SPECIFIED BELOW
CALL FOR
PICK UP

DOCUMENT # CV	
BATCH DATE	
CODED BY	
VENDOR NUMBER AND SUFFIX	000970 / 01
DOCUMENT TOTAL	1,385.00
NUMBER OF LINES	1
TRANSACTION CODE TOTAL *	200

PAYEE NAME: El Dorado County Chamber
 ADDRESS: Vickie Sanders-7538
 ZIP: 7538

I HEREBY CERTIFY THAT THE ARTICLES OR SERVICES DESCRIBED BY THE INVOICE(S) ATTACHED AND LISTED BELOW WERE NECESSARY FOR USE BY THE DEPARTMENT AND HAVE BEEN DELIVERED OR PERFORMED AND THAT NO PRIOR CLAIM HAS BEEN PRESENTED FOR SAID ARTICLES OR SERVICES:

CAO: Vickie Sanders-7538
 DATE: 07/20/09
 DEPARTMENT OR AGENCY: [Signature]
 CLAIM VOUCHER PREPARED BY: AND PHONE NUMBER (REQUIRED): [Signature]
 Required information for claims over \$10,000.00

BOS Approval Date: BOS Agenda Item: Contract Expiration: Contract Not to Exceed:

LINE NO.	TRANS CODE NO.*	INDEX CODE NUMBER	SUB OBJECT NUMBER	USER CODE NUMBER	DESCRIPTION: INCLUDE CUSTOMER ACCOUNT & INVOICE NUMBERS (50 CHARACTERS MAX)	AMOUNT
1	200	111000	4501		11 USDA Forest Service NEPA	1,385.00
2						
3						
4						
5						
6						
7						
8						
9					1468 F0911	
10						

* 200 = DIRECT PAYMENT (PURCHASE ORDER NOT REQUIRED)
 * 202 = TRUST FUND (MUST USE A 7 DIGIT INDEX CODE)
 * 203 = REVENUE REFUND (SUB OBJECTS 0100 THRU 2100)

ORIGINAL INVOICE(S) MUST BE ATTACHED

AUDITOR'S OFFICE USE: [Signature]

EXHIBIT A
To
COLLECTION AGREEMENT
Between
EL DORADO LAKE TAHOE FILM AND MEDIA OFFICE
and
US Forest Service
LAKE TAHOE BASIS MANAGEMENT UNIT

DESCRIPTION OF WORK:
 COMPLETE NEPA DOCUMENT FOR FILMING AT LOCATIONS IN THE LAKE TAHOE BASIN.

COSTS:

NAME: <u>STEWART OSBRACK</u>	@ <u>1</u> DAY	x \$ <u>214.77</u> /DAY	= \$	<u>214.77</u>
NAME: <u>STANLEY KOT</u>	@ <u>1</u> DAY	x \$ <u>336.71</u> /DAY	= \$	<u>336.71</u>
NAME: <u>JOHN MAHER</u>	@ <u>1.5</u> DAY	x \$ <u>411.13</u> /DAY	= \$	<u>616.70</u>
NAME: <u>LORRAINE GERCHAS</u>	@ <u>2</u> DAY	x \$ <u>800.00</u> /DAY	= \$	<u>1,600.00</u>

Subtotal = \$ 2,768.18

ENTER CY 08 Overhead Assessment Rate--> 0.0% = \$ -

Total to be Collected = \$ 2,768.18

Total to be Collected (Rounded) = \$ 2,770.00