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County of El Dorado

Legislation Details (With Text)

File #:	18-1099 **Version:** 1		
Type:	Agenda Item	**Status:**	Approved
File created:	7/6/2018	**In control:**	Board of Supervisors
On agenda:	8/14/2018	**Final action:**	8/14/2018
Title:	Community Development Services, Department of Transportation, recommending the Board adopt and authorize the Chair to sign Resolution 164-2018, rescinding prior Resolution 065-2017 and reestablishing imprest cash funds for the Department of Transportation in the cumulative amount of $11,400, consisting of: 1) $11,000 for Emergency Road/Snow Operations; 2) $200 for Department of Transportation's Development, Right-of-Way, and Environmental Unit; 3) $100 for the Placerville Department of Transportation's Office; and 4) $100 for the South Lake Tahoe Department of Transportation's Office. FUNDING: Road Fund. (100% - Local)		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. A - Resolution, 2. B - Counsel Approval, 3. C - Executed Resolution 065-2017, 4. Executed Resolution 164-2018		

Date	Ver.	Action By	Action	Result
8/14/2018	1	Board of Supervisors	Approved	Pass

Community Development Services, Department of Transportation, recommending the Board adopt and authorize the Chair to sign Resolution **164-2018**, rescinding prior Resolution 065-2017 and reestablishing imprest cash funds for the Department of Transportation in the cumulative amount of $11,400, consisting of:
1) $11,000 for Emergency Road/Snow Operations;
2) $200 for Department of Transportation's Development, Right-of-Way, and Environmental Unit;
3) $100 for the Placerville Department of Transportation's Office; and
4) $100 for the South Lake Tahoe Department of Transportation's Office.

FUNDING: Road Fund. (100% - Local)

DEPARTMENT RECOMMENDATION

Community Development Services, Department of Transportation (Transportation), recommending the Board adopt and authorize the Chair to sign the Resolution rescinding prior Resolution 065-2017 and reestablishing imprest cash funds for Transportation in the cumulative amount of $11,400, consisting of:
1) $11,000 for Emergency Road/Snow Operations;
2) $200 for Department of Transportation's Development, Right-of-Way, and Environmental Unit;
3) $100 for the Placerville Department of Transportation's Office; and
4) $100 for the South Lake Tahoe Department of Transportation's Office.

DISCUSSION / BACKGROUND

On April 18, 2017 (Item 15), the Board adopted Resolution 065-2017 establishing imprest cash funds

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for Transportation in the cumulative amount of $6,400, consisting of:
- $6,000 for Emergency Road/Snow Operations;
- $200 for Transportation's Development, Right-of-Way, and Environmental Unit;
- $100 for the Placerville Transportation Office; and
- $100 for the South Lake Tahoe Transportation Office.

Imprest cash funds are primarily used by Transportation to make change for customers when issuing permits, to fund occasional fuel purchases, and for emergency road/snow operation expenditures.

Due to the changes in weather patterns this year, in comparison to the past several years, the need for more employees on snow removal responsibilities has increased. This resulted in increased snow crew per diem reimbursement costs. Additionally, the per diem meal allowance rates were increased when the County's Travel Policy D-1 was revised on December 13, 2016 (Item 3). As a result, the $6,000 previously established is insufficient to meet emergency road and snow operations needs during significant weather events. There is no change to the other imprest cash funds listed.

ALTERNATIVES
The Board could choose not to adopt the Resolution, which would inhibit Transportation from reimbursing employees for expenses associated with severe weather events requiring unusual and extended services and efforts for public safety interests.

OTHER DEPARTMENT / AGENCY INVOLVEMENT
N/A

CAO RECOMMENDATION
It is recommended that the Board approve this item.

FINANCIAL IMPACT
Expenses initially paid for with imprest cash are funded by the Road Fund and are included in Transportation's annual operating budgets. The proposed action will increase Transportation's imprest cash funding by $5,000, from $6,400 to $11,400. There is no change to Net County Cost.

CLERK OF THE BOARD FOLLOW UP ACTIONS
1) The Clerk of the Board shall obtain the Chair’s signature on two (2) originals of the Resolution.
2) The Clerk of the Board shall forward one (1) fully executed original Resolution to the CDS Administration and Finance, c/o Becky Morton, for implementation.

STRATEGIC PLAN COMPONENT
Good Governance
Economic Stability

CONTACT
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Community Development Services, Department of Transportation