



County of El Dorado

330 Fair Lane, Building A
Placerville, California
530 621-5390
FAX 622-3645
www.edcgov.us/bos/

Legislation Details (With Text)

File #: 18-1341 **Version:** 1

Type: Agenda Item **Status:** Approved

File created: 8/23/2018 **In control:** Board of Supervisors

On agenda: 9/25/2018 **Final action:** 9/25/2018

Title: Health and Human Services Agency recommending the Board:
1) Approve and authorize the Chair to sign Agreement 3330 with the El Dorado Community Foundation to distribute \$55,000 in Transient Occupancy Tax funds at the request of the Veteran Affairs Commission, which includes a payment of \$2,750 as a management fee to the El Dorado Community Foundation, previously authorized in the Fiscal Year 2017-18 budget, to provide funding for programs that will assist the El Dorado County veterans community;
2) Approve the attached Budget Transfer Request in the amount of \$55,000, thereby transferring funds from General Fund Contingency to the Veterans Affairs Department 420000 (4/5 vote); and
3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement 3330, including amendments that do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

FUNDING: Transient Occupancy Tax, General Fund.

Sponsors:

Indexes:

Code sections:

Attachments: 1. A - Approved CRS 3330 El Dorado Community Foundation 09/25/18, 2. B - 3330 El Dorado Community Foundation 09/25/18, 3. C - Budget Transfer Request, 4. Executed Agreement 3330

Date	Ver.	Action By	Action	Result
9/25/2018	1	Board of Supervisors	Approved	Pass

Health and Human Services Agency recommending the Board:

1) Approve and authorize the Chair to sign Agreement 3330 with the El Dorado Community Foundation to distribute \$55,000 in Transient Occupancy Tax funds at the request of the Veteran Affairs Commission, which includes a payment of \$2,750 as a management fee to the El Dorado Community Foundation, previously authorized in the Fiscal Year 2017-18 budget, to provide funding for programs that will assist the El Dorado County veterans community;
2) Approve the attached Budget Transfer Request in the amount of \$55,000, thereby transferring funds from General Fund Contingency to the Veterans Affairs Department 420000 (4/5 vote); and
3) Authorize the Purchasing Agent, or designee, to execute further documents relating to Agreement 3330, including amendments that do not increase the maximum dollar amount or term of the Agreement, and contingent upon approval by County Counsel and Risk Management.

FUNDING: Transient Occupancy Tax, General Fund.

DISCUSSION/BACKGROUND

On March 19, 2013, the Board of Supervisors approved a recommendation to establish an annual allocation beginning with the Fiscal Year (FY) 2013-14 budget in an amount equal to five percent (5%) of the TOT Revenue collected pursuant to County Ordinance Code Section 3.28.030, for the purpose of funding projects, programs, and services that directly benefit the support and recognition of Veterans in the County of El Dorado. Legistar #13-0280, versions 1 through 7, includes the

historical submission of the Veterans Commission recommendations to use TOT funding beginning August 27, 2013, for FY 2013-14. Thereafter, the Board approved the Veterans Commission recommendation for utilization of funding for FY 2014-15, on January 27, 2015; FY 2015-16, on February 23, 2016; and FY 2016-17, on March 21, 2017.

The Veterans Affairs Commission voted in December 2017 to allocate the FY 2017-18 TOT funds in the amount of \$110,000 to various organizations to provide support to Veterans, and \$55,000 to support the Veterans Mini-Grant Program, totaling \$165,000. The Veterans Mini-Grant program will be administered by the El Dorado Community Foundation through Agreement #3330, to provide grants to local veteran service offices or non-profit veteran service organizations to support their missions. Applications for funding are evaluated by the Veterans Affairs Commission. As the fiscal administrator of the Mini-Grant program, El Dorado Community Foundation will collect a management fee of \$2,750, or 5% of \$55,000.

Agreement #3330 was delayed in development due to confusion by HHSA staff about the need for an agreement to administer the Mini-Grant program. Since the \$55,000 approved for FY 2017-18 was not expended prior to fiscal year end, HHSA is now recommending the attached Budget Transfer Request be approved to re-appropriate funding in FY 2018-19.

ALTERNATIVES

The Board could decline to approve either Agreement #3330, or the Budget Transfer Request, in which case the Mini-Grant program would not be funded for FY 2017-18.

OTHER DEPARTMENT/AGENCY INVOLVEMENT

County Counsel and Risk Management

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FISCAL IMPACT

Approval of this item and attached Budget Transfer Request will allow an increase to appropriations in the Veteran Affairs Department and decrease in General Fund Contingency by \$55,000 in FY 2018-19. The \$55,000 funding was previously approved in the FY 2017-18 Budget, along with \$110,000 used for various contracts for services. All contracted services were expended in FY 2017-18 except for this remaining \$55,000, which is being reappropriated in FY 2018-19 with the attached Budget Transfer Request.

CLERK OF THE BOARD FOLLOW UP ACTIONS

- 1) Obtain signature of Chair on original Agreements for Services #3330.
- 2) Forward one (1) original of fully executed Agreement #3330 to HHSA-Contracts Unit, 3057 Briw Road, Placerville for further processing.
- 3) Obtain signature of the Chair on the attached Budget Transfer Request and submit to the Auditor-Controller's Office.

CONTACT

Patricia Charles-Heathers, Ph.D., MPA,
Director, Health and Human Services Agency