



**Agricultural
Commissioner/Sealer
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
J. STEVEN WORTHLEY
District Four
MIKE ENNIS
District Five

AGENDA DATE: January 24, 2017

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
CONTACT PERSON: Tom Tucker PHONE: 684-3350				

SUBJECT: Approve a Capital Asset expenditure

REQUEST(S):

That the Board of Supervisors:

1. Approve a Capital Asset expenditure of up to \$38,852 for repairs and upgrades on the Agricultural Commissioner's Buildings.
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

SUMMARY:

The Tulare County Agricultural Commissioner/Sealer is asking that the Board of Supervisors approve the attached AUD-308 for Fiscal Year 2017 to allow utilizing salary savings from a vacant position. Further, the Agricultural Commissioner/Sealer asks to be granted the authority to create a Journal Voucher, for the amount of funds needed to complete the aforementioned projects, transferring the funds to Capital Projects, for an amount up to \$38,852.

The ability to transfer these funds from this year's FY 2017 budget will help the Agricultural Commissioner maintain the County's Maintenance of Effort (MOE) with the California Department of Food and Agriculture. Food and Agricultural Code 224(g) fully explains the requirement that counties must maintain general fund support for Agricultural Commissioner services at least equal to the average amount expended for the five preceding fiscal years.

The use of these salary and benefits savings will allow the Agricultural Commissioner to complete projects that were previously approved by the Board of Supervisors on June 28, 2016. The need for the additional revenue is a result of

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underestimating project costs. Only the funds required to complete the projects will be transferred, leaving any balance, up to the \$38,852 request, in the Agricultural Commissioners budget. Attached is a current "2016 Ag Comm Project Cost" breakdown of expenses.

FISCAL IMPACT/FINANCING:

The AUD-308 will move budget from our salary and benefits lines in an amount equal to or less than the amount already saved by virtue of this currently unfilled position. A Journal Voucher will be submitted to transfer the needed funds to Capital Projects. There will be no additional Net County Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Five-year strategic plan includes the Organizational Performance Initiative to provide state-of-the-art technology and infrastructure to support better service delivery. Maintaining the Agricultural Building, and keeping it in good repair, will give the Agricultural Commissioner and her staff a safe place to work, and provide the public with the service they require.

ADMINISTRATIVE SIGN-OFF:

Tom Tucker
Assistant Agricultural Commissioner
Sealer of Weights and Measures

cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment(s) AUD-308
2016 Ag Comm Project Cost

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPROVE A)
CAPITAL)
ASSET EXPENDATURE)

) Resolution No. _____
) Agreement No. _____
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: MICHAEL C. SPATA
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

That the Board of Supervisors:

1. Approved a Capital Asset expenditure of up to \$38,852 for repairs and upgrades on the Agricultural Commissioner's Buildings.
2. Approved the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

2016 AG Comm Project Cost		
Ag Commissioner's Office 4437 S. Laspina St.		
Company	Service	Quote Amount
EMCOR	HVAC Replacement	\$ 73,121.69
CORE	Furniture	\$ 41,425.23
Innovations	Carpet Tile - Resilient Tile	\$ 27,467.82
AC Electric	Electrical Wiring	\$ 5,357.00
AC Electric	Auditorium	\$ 3,641.00
Always Moving	Office Furniture Moving	\$ 5,500.00
Computer	Computer	\$ 1,337.10
TV Vendor	65"/55" and Mounting	\$ 4,192.31
	Total	\$ 162,042.15

2016 AG Comm Project Cost		
Agricultural Warehouse		
Company	Service	Quote Amount
Elam and Sons	Interior painting	\$ 3,300.00
Elam and Sons	fascia prep and paint	\$ 1,900.00
Elam and Sons	exterior trim, doors etc.	\$ 1,000.00
Central Valley Rain Gutters	gutters	\$ 2,356.00
Innovations	rubber base	\$ 492.77
Estimated (TC maint)	privacy lock, toilet	\$ 4,000.00
PARC Environmental	flooring abatement	\$ 3,227.00
Carlton Concrete	interior flooring w/sealer	\$ 6,415.00
Carlton Concrete	front and rear concrete-ADA	\$ 42,703.00
	Total	\$ 65,393.77
	10% Contengency	\$ 6,539.38
	Ag Ware House Total	\$ 71,933.15

Combined Project Cost	\$ 227,435.92
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Total Budget Amount	\$	195,123.00
Main Office Ag Expended	\$	(162,042.15)
Budget Amount Left	\$	33,080.85
Total Ag Warehouse	\$	71,933.15
Budget Amount Left	\$	(33,080.85)
Extra Amount Needed	\$	38,852.30

