



County Counsel 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: March 6, 2018 **Revised**

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 type="checkbox"/>	N/A	<input checked="" 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: Barbara Grunwald PHONE: 559-636-4950

SUBJECT: Request for a waiver of the tip policy in Tulare County Administrative Regulation No.1.

REQUEST(S):
That the Board of Supervisors:
1. Approve a waiver of the tip policy in Tulare County Administrative Regulation No.1.

SUMMARY:
The board approved training for special districts (Government 101) on 10/24/17 with a budget of \$2900.

At the training, a light dinner was provided to attendees with a cost of approximately \$1100. 88 boxed dinners were delivered and set up by the catering service. They provided excellent service as everything was timely and in order.

After everything was set up, staff paid the bill with a county credit card and left a tip at 20%, which came out to \$48.68 over the allowable 15%. Staff was unaware of the gratuity policy.

A request to waive the policy was made to the Auditor, but it was denied. The \$48.68 was paid out of pocket by an attorney in the office.

FISCAL IMPACT/FINANCING:
The cost is \$48.68 and will be charged to the miscellaneous administrative budget line, 001-012-1010-7066.

SUBJECT: Request for a waiver of the tip policy in Tulare County Administrative Regulation No.1.

DATE: March 6, 2018

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

N/A

ADMINISTRATIVE SIGN-OFF:

Barbara Booth Grunwald
Deputy County Counsel

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

DMM/BOS-20181/2/20/2018 1139041

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

**IN THE MATTER OF request for a)
waiver of tip policy in Tulare County) Resolution No. _____
Regulation No. 1.**

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

* * * * *

Approved waiver of the tip policy in Tulare County Administrative Regulation No.1.