



Auditor-Controller COUNTY OF TULARE AGENDA ITEM

BOARD OF SUPERVISORS

KUYLER CROCKER
District One

PETE VANDER POEL
District Two

AMY SHUKLIAN
District Three

EDDIE VALERO
District Four

DENNIS TOWNSEND
District Five

AGENDA DATE: August 4, 2020

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 checked="" type="checkbox"/>	N/A <input type="checkbox"/>
CONTACT PERSON: Lori Martin PHONE: 559-636-5211		

SUBJECT: Approval of Auditor-Controller services agreement with Yettem-Seville Community Services District

REQUEST(S):

That the Board of Supervisors:

1. Approve the agreement between the County of Tulare and the Yettem-Seville Community Services District for bookkeeping and accounting services to be provided by the Auditor-Controller.
2. Authorize the Chair of the Board to sign one (1) copy of the agreement.

SUMMARY:

On June 9, 2020 your Board approved a Memorandum of Understanding (MOU) with the Yettem-Seville Community Services District (District) for the completion of the Yettem and Seville Water System Improvement Project (Project) and the transfer of the Yettem Water System and the Seville Water System from the County to the District under Resolution 2020-0311 and Agreement No. 29681. Per the MOU, the County and the District intend to complete the Project and transfer all revenues, assets, and responsibilities associated with the Water Systems to the District after satisfying the conditions described in Section III of the MOU.

The District is a public entity created pursuant to California law and operates within the County's jurisdiction. Once the transfer in the MOU is completed, the District will be in need of bookkeeping and accounting services and is permitted to contract for these services under Government Code section 25265. The District wishes to retain the County's Auditor-Controller to provide these bookkeeping and accounting services pursuant to the terms and conditions set forth in the attached agreement. Specifically, the Auditor-Controller will bill the District for the services it provides

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each quarter of the calendar year. The costs for the services will range from Fifty Dollars (\$50) to Two Hundred Fifty Dollars (\$250) for each quarter, the exact cost will be based on the amount of services provided. The County's liability is limited under the agreement and the District remains responsible to pay any and all taxes, including, but not limited to, payroll taxes. The agreement was approved by the District at its regular meeting on May 26, 2020 through the District's Resolution No. 2020-03.

The following term and condition in the agreement deviates substantively from the County's standard boilerplate: either party may terminate the agreement for any reason upon giving the other party at least 30 days' prior written notice. The District must still pay the County for services provided up to the date of termination.

FISCAL IMPACT/FINANCING:

The District's costs for the services will range from Fifty Dollars (\$50) to Two Hundred Fifty Dollars (\$250) for each quarter of the calendar year. The District will be billed quarterly based on the amount of services provided by the Auditor-Controller during that quarter. There is no net County cost to the General Fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes the Economic Well-Being Initiative to promote economic development opportunities, effective growth management and a quality standard of living. The approval of the Auditor-Controller services agreement helps fulfill this initiative by assisting the newly formed District with fulfilling their accounting responsibilities essential for accountability and transparency.

ADMINISTRATIVE SIGN-OFF:



Cass Cook, CFIP
Auditor-Controller

cc: County Administrative Office

Attachment(s) Agreement for Auditor-Controller Services

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

IN THE MATTER OF APPROVAL OF)
AUDITOR-CONTROLLER SERVICES) Resolution No. _____
AGREEMENT WITH YETTEM-SEVILLE) Agreement No. _____
COMMUNITY SERVICES DISTRICT)

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: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

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