



County Administrative Office
COUNTY OF TULARE
AGENDA ITEM

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: June 17, 2014

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: Jed Chernabaeff PHONE: 559-636-5005

SUBJECT: Approve an amendment to Agreement No. 21234 with First 5 Tulare County.

REQUEST(S):

That the Board of Supervisors:

1. Approve an amendment to Agreement No. 21234 between Tulare County and First 5 Tulare County to extend the term of the agreement from July 1, 2014 to June 30, 2015 for support services and increase the annual General Accounting fee from \$1,410 to \$1,461.
2. Authorize Chairman to sign the amendment.

SUMMARY:

First 5 Tulare County was established to implement the objectives of Proposition 10 approved by voters in 1998. Through Agreement No. 21234, the Tulare County Auditor/Controller/Treasurer provides a variety of services to First 5 Tulare County. Some of the support services include general accounting, payment of claims and management of requests for payments, and accepting Commission funds from the State. The requested amendment would extend the term of the agreement for one year through June 30, 2015 and increase the annual General Accounting fee from \$1,410 to \$1,461.

The original agreement was approved as to form by County Counsel and was approved by the Board of Supervisors on June 18, 2002.

The only changes from the original agreement, as amended to date, are a change in time period.

SUBJECT: Approve an amendment to Agreement No. 21234 with First 5 Tulare County.

DATE: June 17, 2014

FISCAL IMPACT/FINANCING:

First 5 Tulare County receives funds under Proposition 10, which increased the state surtax on cigarettes and other tobacco products. These funds are deposited in a trust fund under the control of the First 5 Tulare County. First 5 Tulare County reimburses the County for the cost of services received. There is no Net County Cost.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's five-year strategic plan includes the Quality of Life Initiative to promote strategies that ensures public health and welfare, educational opportunities, natural resource management and continued improvement of environmental quality. The First 5 Tulare County Agreement helps fulfill this initiative by ensuring that First 5 Tulare County funds are properly allocated.

ADMINISTRATIVE SIGN-OFF:

Jed Chernabaeff
Administrative Analyst – Media Relations

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

Attachment 1: Amendment to Agreement No. 21234

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

**IN THE MATTER OF APPROVE AN
AMENDMENT WITH FIRST 5 TULARE
COUNTY AGREEMENT NO. 21234**

)
) 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: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved an amendment to Agreement No. 21234 between Tulare County and First 5 Tulare County to extend the term of the agreement from July 1, 2014 to June 30, 2015 for support services and increased the annual General Accounting fee from \$1,410 to \$1,461.
2. Authorized the Chairman to sign the amendment.

AMENDMENT TO AGREEMENT

THIS AMENDMENT TO AGREEMENT is entered into as of _____, 2014 between the COUNTY OF TULARE, referred to as the COUNTY, and FIRST 5 TULARE COUNTY, referred to as FIRST 5, with reference to the following:

- A. COUNTY and FIRST 5 previously entered into an Agreement on June 18, 2002 (Tulare County Agreement No. 21234) (the “Agreement”) wherein the COUNTY agreed to provide certain services to FIRST 5;
- B. The parties now wish to extend said Agreement for one additional year.

ACCORDINGLY, IT IS AGREED:

- 1. Section 1 of the Agreement No. 21234 is hereby amended to extend the term to June 30, 2015.
- 2. Exhibit “A” is hereby deleted in its entirety and substituted with the attached “Exhibit A” which exhibit is made part of this Agreement by reference.
- 3. Exhibit “B” is hereby deleted in its entirety and substituted with the attached “Exhibit B” which exhibit is made part of this Agreement by reference.

Except as modified by the Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

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TULARE COUNTY AGREEMENT _____

THE PARTIES, having read and considered the above provisions, indicate their agreement by their authorized signature below:

COUNTY OF TULARE

Date: _____

By: _____

Chairman, Board of Supervisors

“County”

ATTEST: JEAN M. ROUSSEAU
County Administrative Officer/Clerk of the
Board of Supervisors of the County of Tulare

By: _____

Deputy Clerk

FIRST 5 TULARE COUNTY

Date: _____

By: _____

Approved as to Form
County Counsel

By: _____

County Counsel, County of Tulare

Date: _____

SERVICE EXHIBIT A

County Agency/Department: AUDITOR-CONTROLLER

- A. Services to be provided:
- a. General Accounting
 - b. Payment of claims and management of requests for payments
-

- B. Deviation from County policies, protocols and time lines (if any):

None

- C. Modification of costs of services basis (if any):

None

- D. Estimated rate for services provided:

- a. General Accounting: \$1,461 (one thousand four hundred sixty one dollars) per year
 - b. Claims processing \$ 2.50 (two dollars and fifty cents) per claim
-

COUNTY Contact:

Name: Rita Woodard Phone: 559/636-5200 Ext: _____
Position: Auditor FAX: 559/730-2547 E-mail: rwoodard@co.tulare.ca.us

COMMISSION Contact:

Name: Janet Hogan Phone: 559/622-8650 Ext: _____
Position: Executive Director FAX: 559/622-8651 E-mail: jh@first5tc.org

SERVICE EXHIBIT B

County Agency/Department: TREASURY

- E. Services to be provided:
- a. Accept Commission Funds from State
 - b. Manage Commission Funds in a designated Trust Fund
 - c. Pool Commission Funds for investment purposes
 - d. Account for investment income earned on Commission Funds based on the average daily balance maintained in the Commission Trust Fund
-

- F. Deviation from County policies, protocols and time lines (if any):

None

- G. Modification of costs of services basis (if any):

None

- H. Estimated rate for services provided:

- a. The Treasury expenses are reimbursed by the Treasury Investment Pool. Quarterly earnings are distributed net of expenses (fees).
-

COUNTY Contact:

Name: Rita Woodard Phone: 559/636-5200 Ext: _____
Position: Auditor FAX: 559/730-2547 E-mail: rwoodard@co.tulare.ca.us

COMMISSION Contact:

Name: Janet Hogan Phone: 559/622-8650 Ext: _____
Position: Executive Director FAX: 559/622-8651 E-mail: jh@first5tc.org

AMENDMENT TO AGREEMENT

THIS AMENDMENT TO AGREEMENT is entered into as of _____, 2014 between the COUNTY OF TULARE, referred to as the COUNTY, and FIRST 5 TULARE COUNTY, referred to as FIRST 5, with reference to the following:

- A. COUNTY and FIRST 5 previously entered into an Agreement on June 18, 2002 (Tulare County Agreement No. 21234) (the "Agreement") wherein the COUNTY agreed to provide certain services to FIRST 5;
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ACCORDINGLY, IT IS AGREED:

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- 2. Exhibit "A" is hereby deleted in its entirety and substituted with the attached "Exhibit A" which exhibit is made part of this Agreement by reference.
- 3. Exhibit "B" is hereby deleted in its entirety and substituted with the attached "Exhibit B" which exhibit is made part of this Agreement by reference.

Except as modified by the Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

///

///

TULARE COUNTY AGREEMENT _____

THE PARTIES, having read and considered the above provisions, indicate their agreement by their authorized signature below:

COUNTY OF TULARE

Date: _____

By: _____
Chairman, Board of Supervisors

“County”

ATTEST: JEAN M. ROUSSEAU
County Administrative Officer/Clerk of the
Board of Supervisors of the County of Tulare

By: _____
Deputy Clerk

FIRST 5 TULARE COUNTY

Date: 5/22/2014

By: Janet Hogan

Approved as to Form
County Counsel

By: Jennifer McMichael
County Counsel, County of Tulare
Matter ID 2014705

Date: May 21, 2014

SERVICE EXHIBIT A

County Agency/Department: AUDITOR-CONTROLLER

- A. Services to be provided:
- a. General Accounting
 - b. Payment of claims and management of requests for payments
-

- B. Deviation from County policies, protocols and time lines (if any):

None

- C. Modification of costs of services basis (if any):

None

- D. Estimated rate for services provided:

- a. General Accounting: \$1,461 (one thousand four hundred sixty one dollars) per year
 - b. Claims processing \$ 2.50 (two dollars and fifty cents) per claim
-

COUNTY Contact:

Name: Rita Woodard Phone: 559/636-5200 Ext: _____
Position: Auditor FAX: 559/730-2547 E-mail: rwoodard@co.tulare.ca.us

COMMISSION Contact:

Name: Janet Hogan Phone: 559/622-8650 Ext: _____
Position: Executive Director FAX: 559/622-8651 E-mail: jh@first5tc.org

SERVICE EXHIBIT B

County Agency/Department: TREASURY

E. Services to be provided:

- a. Accept Commission Funds from State
 - b. Manage Commission Funds in a designated Trust Fund
 - c. Pool Commission Funds for investment purposes
 - d. Account for investment income earned on Commission Funds based on the average daily balance maintained in the Commission Trust Fund
-

F. Deviation from County policies, protocols and time lines (if any):

None

G. Modification of costs of services basis (if any):

None

H. Estimated rate for services provided:

- a. The Treasury expenses are reimbursed by the Treasury Investment Pool. Quarterly earnings are distributed net of expenses (fees).
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