

## Legislation Details (With Text)

**File #:** #18-059      **Version:** 1      **Name:**

**Type:** RESOLUTIONS      **Status:** Passed

**File created:** 1/24/2018      **In control:** City Council

**On agenda:** 3/5/2018      **Final action:** 3/6/2018

**Title:** RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING AN MOU WITH THE SAN PABLO SENIOR ADVISORY BOARD FOR PROVISION OF ANNUAL INVOICE AND PAYMENT

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. RESO 2018-029 Adopt Annual Invoicing Policy Lytton SPSAB, 2. Exhibit A - Memorandum of Understanding for provision of annual invoice and payment between the City of San Pablo and SPSAB

Date	Ver.	Action By	Action	Result
3/6/2018	1	City Council	adopted	Pass
3/5/2018	1	City Council		

**PREPARED BY:** ANDREA MENDEZ

**DATE OF MEETING:** 03/05/18

### **SUBJECT:**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING AN MOU WITH THE SAN PABLO SENIOR ADVISORY BOARD FOR PROVISION OF ANNUAL INVOICE AND PAYMENT

### **CITY MANAGER RECOMMENDATION**

Adopt Resolution

### **COMPLIANCE STATEMENTS**

#### **FY 2018-21 Council Priority Work plan**

*Budget Spending Controls* is an adopted policy item under the adopted FY 2018-21 Council Priority Workplan, effective November 1, 2017

### **CEQA Compliance Statement**

This creation of a funding mechanism is not a project as defined by CEQA.

### **BACKGROUND**

The San Pablo Senior Advisory Board was formed in 1979 and it operates in cooperation with the City of San Pablo and their designated representative. The mission of the San Pablo Senior Advisory Board ("SPSAB") is to raise funds to provide social, recreational, civic and educational activities for the aging population in the City of San Pablo and surrounding areas through the San Pablo Senior Center. Most of the funds are raised through their Charitable Bingo Board. The SPSAB guides the implementation of various programs and operations of the San Pablo Senior Center in cooperation with the City of San Pablo.

In 1999, the City of San Pablo entered into the Municipal Services Agreement (MSA) with the Lytton Band of Pomo Indians ("Band"). As part of this Agreement (item 7.2 Charitable Bingo Games), the Band agreed to make payments to certain non-profit organizations, which operate charitable bingo games. Determined by a formula outlined in the Agreement, the City, as the fiscal agent for SPSAB, submits an invoice to the Band and has done so since 1999.

### **Community Services Standing Committee Review**

On February 6, 2018, the Community Services Standing Committee (Calloway/Morris) were presented the current, ongoing and recommended procedures to formalize invoicing and accounts payable for charitable donations to the SPSAB from the aforementioned MSA. The Standing Committee recommended the procedures outlined under the proposed MOU be forwarded to the City Council for formal consideration.

### **FISCAL IMPACT**

There is no change to current practice. This document is only to formalize the way in which invoices and payments are processed.

Exhibit A:      Memorandum of Understanding for provision of annual invoice and payment between the City of San Pablo and the San Pablo Senior Advisory Board.