



## Agenda Submittal

<b>Agenda #:</b>	8	<b>Status:</b>	Consent Calendar
<b>Type:</b>	ATR	<b>Department:</b>	First 5 Solano
<b>File #:</b>	19-583	<b>Contact:</b>	Michele Harris, 784-1332
<b>Agenda date:</b>	8/6/2019	<b>Final action:</b>	8/6/2019
<b>Title:</b>	Approve an Appropriate Transfer Request (ATR) of \$100,000 to recognize unanticipated revenue for FY2019/20 from the Syar Foundation for tenant improvements, including appropriations of \$15,568 for fixed assets, at the First 5 Center in Vallejo (4/5 vote required)		
<b>Governing body:</b>	Board of Supervisors		
<b>District:</b>	All		
<b>Attachments:</b>	1. Minute Order		

Date	Ver.	Action By	Action	Result
8/6/2019	1	Board of Supervisors		

Published Notice Required? Yes ☐ No ☒  
Public Hearing Required? Yes ☐ No ☒

### **DEPARTMENTAL RECOMMENDATION:**

First 5 Solano recommends the Board approve an Appropriate Transfer Request (ATR) of \$100,000 to recognize unanticipated revenue for FY2019/20 from the Syar Foundation for tenant improvements, including appropriations of \$15,568 for fixed assets, at the First 5 Center in Vallejo. (4/5 vote required)

### **SUMMARY/DISCUSSION:**

First 5 Solano is pursuing opening a First 5 Center in Vallejo of approximately 9,000 square feet for a multitude of services for parents/caregivers and young children and the First 5 Solano administrative offices. First 5 Solano has identified a location at 3375 Sonoma Blvd. and has secured a lease and a nonprofit agency to provide the services. First 5 Solano is currently working with the landlord to make tenant improvements to prepare the space.

First 5 Solano has been seeking funding for tenant improvements and approached Syar Foundation which agreed to provide a \$100,000 contribution toward tenant improvements. This ATR recognizes the revenue and expenditure associated with this contribution. Included in the appropriations is \$15,568 in fixed asset computer equipment. 100% of the contribution will be utilized for tenant improvements in FY2019/20.

The Board has been supportive of securing the site and tenant improvements for the First 5 Center and provided \$200,000 in General Fund toward tenant improvements in FY2018/19. First 5 Solano is continuing to seek funding for tenant improvements and program costs to offset First 5 Commission expenses.

### **FINANCIAL IMPACT:**

The costs associated with preparing the agenda item are nominal and absorbed by the Department's FY2019/20 Adopted Budget. The \$100,000 contribution was not included in the FY2019/20 Requested Budget and, therefore, an ATR must be approved by the Board.

**ALTERNATIVES:**

The Board could elect to not approve the ATR in the amount of \$100,000 for the contribution toward tenant improvements; however, this is not recommended as tenant improvements are needed to make the space functional for services for young children and any funding received will offset funding needed from the First 5 Solano Commission.

**OTHER AGENCY INVOLVEMENT:**

There was no other agency involvement in this item.