



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** COUNTY MANAGER

**File #:** 22-126

Board Meeting Date: 2/22/2022

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** Michael P. Callagy, County Manager

**Subject:** Use of District-Discretionary **Measure K Funds** - Supervisorial District Five

**RECOMMENDATION:**

**Measure K:** Adopt a resolution authorizing an amendment to the grant agreement with the Los Altos Community Foundation, formally changing the grantee's name to the Los Altos Mountain View Community Foundation, providing an exception to the criteria for district-discretionary **Measure K** funds to allow for advance payment, with no change to the not-to-exceed amount or term of the agreement, and authorizing the County Manager, or designee, to execute the amendment.

**BACKGROUND:**

On December 14, 2021, this Board approved a one-time grant of district-discretionary **Measure K** funds in an amount not to exceed \$500,000 to the Los Altos Community Foundation ("Foundation") for the benefit of the Center for Age-Friendly Excellence to continue promoting public policies and projects in support of healthy and active living by working with cities to become Age Friendly Certified.

**DISCUSSION:**

The Foundation has informed the County that it has formally changed its name to the Los Altos Mountain View Community Foundation.

In addition, the Foundation has requested a change to the grant disbursement schedule, requesting 25 percent (\$125,000) of the grant amount as an upfront, rather than reimbursement payment, two 25 percent (\$125,000) payments to be paid on a quarterly basis in May and August of 2022, and payment of the remaining 25 percent (\$125,000) upon completion of the Project. After the initial upfront payment, the Foundation would provide backup documentation demonstrating that the payments were expended on items funded by the grant. This amendment requires Board approval because the criteria for district discretionary **Measure K** funds approved by the Board in December 2018 provide for reimbursement payments. The partially upfront payment schedule is necessary because the Foundation does not have sufficient advance funds to implement the Project authorized under the grant. The Board may approve this exception to the criteria by adopting the resolution.

County Counsel has reviewed and approved the amendment to the agreement and resolution as to form.

**FISCAL IMPACT:**

There is no fiscal impact as a result of this amendment to the agreement. There are sufficient **Measure K** funds for this specific FY 2021-23 **Measure K** request. These funds are budgeted in the Non-Departmental Services FY 2021-23 Adopted Budget.