# WASHOE COUNTY

*Integrity Communication Service*
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## STAFF REPORT
**BOARD MEETING DATE: February 27, 2018**

CM/ACM _____
Finance _____
DA _____
Risk Mgt _____
HR _____
Other _____

**DATE:** January 26, 2018

**TO:** Board of County Commissioners

**FROM:** Patsy Buxton, Fiscal Compliance Officer, 775-328-2418, pbuxton@washoecounty.us

**THROUGH:** Anna Heenan, Administrative Health Services Officer, 775-328-2417, aheenan@washoecounty.us

**SUBJECT: Approve amendments totaling an increase of [$3,000] in both revenue and expense to the FY18 Food Retail Program Standards Program –Dog Friendly Outdoor Patio Sign Project, IO 19078; and if approved direct the Comptroller's office to make the appropriate budget amendments. (All Commission Districts)**

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**SUMMARY**

The Washoe Board of County Commissioners must approve amendments to the adopted fiscal year budget and direct the Comptroller's Office to make the appropriate budget amendments.

**BCC Strategic Objective supported by this item:** Safe, Secure and Healthy Communities.

**PREVIOUS ACTION**

There has been no previous action taken by the Board.

**GRANT AWARD SUMMARY**

**Project/Program Name:** Retail Standards Program – Dog Friendly Outdoor Patio Signs

**Scope of the Project:** The scope of work addresses the following:

- The Washoe County Health District has incorporated written policies for processing waiver requests and operational plan submittals for dog friendly outdoor dining areas into the existing policies. Funding will support "Dog access approved" signs to be provided to operators whose operational plan and waiver requests have been approved by the Washoe County Health District.

**AGENDA ITEM # _____**

**Benefit to Washoe County Residents:** This Award supports the EHS Food Program efforts to achieve conformance with the FDA Voluntary National Retail Food Regulatory Program Standards. Implementing the standards benefits the community by reducing or eliminating the occurrence of illness and death from food produced in Washoe County food establishments. Reduction in the percentage of foodborne illness risk factors in food establishments has been identified as a goal in the Washoe County Health District Strategic Plan.

**On-Going Program Support:** These funds will be used for one-time program expenditures.

| | |
|---|---|
| **Award Amount:** | Total award is $3,000 ($3,000 direct/$0 indirect) |
| **Grant Period:** | January 1, 2018 – June 30, 2018 |
| **Funding Source:** | U.S. Food and Drug Administration (FDA) |
| **Pass Through Entity:** | Association of Food and Drug Officials (AFDO) |
| **CFDA Number:** | 93.103 |
| **Grant ID Number:** | G-SP-1709-05316 |
| **Match Amount and Type:** | None |

**Sub-Awards and Contracts:** No Sub-Awards are anticipated.

## FISCAL IMPACT

As this award was not anticipated in the FY18 budget, a budget amendment in the amount of $3,000 is necessary to bring the Award into alignment with the direct program budget.

Should the BCC approve these budget amendments, the FY18 budget will be amended as follows:

| Account Number | | Description | Amount of Increase/(Decrease) |
|---|---|---|---|
| 2002-IO-19078 | -431100 | Federal Revenue | $3,000 |
| | | **Total Revenue** | **$3,000** |
| 2002-IO-19078 | -710100 | Other Prof Services | $ 200 |
| | -710300 | Operating Supplies | $2,800 |
| | | **Total Expenditures** | **$3,000** |

## RECOMMENDATION

It is recommended that the Board of County Commissioners approve amendments totaling an increase of [$3,000] in both revenue and expense to the FY18 Food Retail Program Standards Program –Dog Friendly Outdoor Patio Sign Project, IO 19078; and if approved direct the Comptroller's office to make the appropriate budget amendments.

**POSSIBLE MOTION**

Should the Board agree with staff's recommendation, a possible motion would be: "Move to approve amendments totaling an increase of [$3,000] in both revenue and expense to the FY18 Food Retail Program Standards Program –Dog Friendly Outdoor Patio Sign Project, IO 19078; and if approved direct the Comptroller's office to make the appropriate budget amendments."