



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

County Manager

DATE: March 20, 2007

BOARD MEETING DATE: March 27, 2007

SPECIAL NOTICE/HEARING: None

VOTE REQUIRED: 4/5ths vote

TO: Honorable Board of Supervisors
FROM: John L. Maltbie, County Manager
SUBJECT: Agreement with the Town of Portola Valley

RECOMMENDATION:

1. Adopt a resolution authorizing the County Manager to negotiate and enter into an agreement with the Town of Portola Valley (Town) for an advancement of funds to the Town in the amount of up to \$4,000,000, to assist in the completion of a new Town Hall, to be reimbursed from anticipated property tax revenues at an amount reflecting the increase represented by the County's average pooled investment rate.
2. Adopt a resolution authorizing a transfer in the amount of \$4,000,000 from Non-Departmental Reserves to Loan to Other Funds/Agencies for the purpose of assisting the Town of Portola Valley in completing its new Town Hall

VISION ALIGNMENT:

Commitment: Responsive, effective and collaborative government.

Goal(s) 22: County and local governments effectively communicate, collaborate and develop strategic approaches to issues affecting the entire County.

BACKGROUND:

The Town of Portola Valley is currently constructing a new Town Hall. Among the facilities to be included in the Town Hall is a library. The Town is part of the County Library System, and the construction of a new library facility will benefit the citizens of Portola Valley as well as the citizens of the entire County.

The Town has approached the County for assistance in the completion of the Town Hall, through a proposal that the County advance the Town up to \$4,000,000 of funds necessary to keep the project on schedule, and ensure a prompt completion of the Town Hall. The proposal would call for any funds advanced to the Town to be reimbursed to the County from anticipated property tax revenues to be received by the Town from tax payments received in the future. The amount reimbursed would be the amount actually provided to the Town, increased by an amount equal to the amount that would have been earned on the funds had they been invested in the County investment pool.

DISCUSSION:

The addition of a new library at the new Town Hall will serve to strengthen the County Library System, thus providing a significant benefit to the citizens of the entire County. The County Library System is established under state law, and the County has a strong interest in ensuring the welfare of all citizens of the County by assisting in the improvement of library service. By advancing funds to the Town of Portola Valley to help complete the Town Hall construction in a timely manner, the County will help to ensure that this new library facility is available to the citizens of the County as soon as possible.

FISCAL IMPACT:

There is no fiscal impact to the County. The District will pay interest on the funds borrowed from the County.

cc: Lee Buffington, Treasurer-Tax Collector
Tom Huening, Controller

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

* * * * *

RESOLUTION AUTHORIZING THE COUNTY MANAGER TO ENTER INTO AN AGREEMENT WITH THE TOWN OF PORTOLA VALLEY (TOWN) FOR ADVANCEMENT OF FUNDS TO THE TOWN TO ASSIST IN THE COMPLETION OF A NEW TOWN HALL, IN THE AMOUNT OF UP TO \$4,000,000

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, the Town of Portola Valley is currently constructing a new Town Hall which will, among other things, house a new branch of the County Library System; and

WHEREAS, the Town has approached the County with a request that the County make available funds in an amount not to exceed \$4,000,000 to assist the Town in ensuring prompt completion of the Town Hall building; and

WHEREAS, prompt completion of the Town Hall will result in the prompt availability of the new branch of the County Library System, which will benefit the citizens of the entire County, as well as the citizens of Portola Valley; and

WHEREAS, the Board has considered the request, and determined that it is in the best interests of the citizens of this County, and would further the purposes of the County Library System, to make available the requested funding, subject to reimbursement out of the anticipated property tax revenues to be allocated to the Town;

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the County Manager be, and hereby is, authorized to negotiate and execute an agreement with the Town of Portola Valley which provides for the advance of available funds of the County, in the maximum amount of \$4,000,000, for assisting the Town in the completion of the new Town Hall, subject to the full amount being reimbursed to the County out of anticipated property tax revenues to be allocated to the Town, and further that the amounts to be reimbursed be increased by an amount equal to the amount that would have been earned by the funds had they been invested in the County's investment pool.

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**COUNTY OF SAN MATEO
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.
ATR7 048

DEPARTMENT *County Managers Office*

DATE *03/27/07*

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	80110	8612	4,000,000.00	Non-Departmental Reserves
To	80110	6311	4,000,000.00	Loan to other Funds/Agencies

Justification. (Attach Memo if Necessary)

ATR appropriates \$4 million in Non-Departmental Reserves for the purpose of assisting the Town of Portola Valley in completing its new Town Hall (see Board memo - 03/27/07)

DEPARTMENT HEAD
BY: *Jim Saew* DATE *3/20/07*

2. Board Action Required Four-Fifths Vote Required Board Action Not Required

Remarks:

COUNTY CONTROLLER
BY: *[Signature]* DATE *3-21-07*

3. Approve as Requested Approve as Revised Disapprove

Remarks:

COUNTY MANAGER
BY: *[Signature]* DATE *3-20-07*

DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. _____

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this _____ day of _____, 19____.

Ayes and in favor of said resolution:

Noes and against said resolution:

Supervisors: _____

Supervisors: _____