



A Tradition of Stewardship
A Commitment to Service

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MEMORANDUM

To: Board of Supervisors	From: Molly Rattigan, Deputy CEO
Date: July 9, 2018	Re: Agenda Item 9C-July 10, 2018

The purpose of this memo is to provide additional detail on Agenda Item 9C relating to the Special Projects Fund and the annual allocation to Arts Council Napa Valley.

On January 23, 2018, the Board of Supervisors amended County Policy 8F pertaining to the Special Projects Fund Allocation Procedures. The amended policy removed an annual allocation to Visitor Management Programs and made significant changes to how arts and culture funding will be distributed beginning in Fiscal Year 2018-2019. While the changes to the program allocations and requirements were significant, the funding for Arts and Culture programs, including the annual allocation to Arts Council Napa Valley and funding for Arts Grants programs, remained whole. The attached spreadsheet titled "Special Projects Fund Comparison" shows the revised allocation percentages. Please note that the total available funding increased by \$90,698 from Fiscal Year 2017-2018 to Fiscal Year 2018-2019 and has been distributed proportionally per the adopted policy.

Fiscal Year 2018-2019 is the transition year. As a result, Arts Council Napa Valley will report their progress on Fiscal Year 2017-2018 based on the previous policy. The Fiscal Year 2018-2019 expenditure plan will be presented based on the amended policy. The following is a summary of the report required based on the previous and current policy:

Fiscal Year 2017-2018-Previous Policy

- 5% of 30% or \$24,498 of Visitor Management Funds dedicated to Arts in April; report will be provided
- 25% of 10% or \$40,830 of Arts and Culture funds dedicated to Arts Council Napa Valley operations; report will be provided

Fiscal Year 2018-2019-Amended Policy

- Allocate 20% for arts and culture programs or services. Of these funds, subject to annual approval by the Board of Supervisors, 20% will be allocated to Arts Council Napa Valley for operating expenses and support of programs including Arts in April. Arts Council Napa Valley shall submit by April 1st of each year an annual funding request to the County Executive Office that details the proposed expenditure plan. The expenditure plan shall be presented to the Board of Supervisors for review and approval by July 1st of each year.*
- An expenditure plan will be presented for Board of Supervisors review and possible approval. If the Board would like to make changes to the expenditure plan, the agreement can be revised and continued to a future meeting date.

*This item was initially scheduled on June 12, 2018 and continued due to scheduling issues.