

FORM APPROVED COUNTY COUNSEL
 BY: *[Signature]* 1/29/15
 DATE: GREGORY P. PRIAMOS

Departmental Concurrence

**SUBMITTAL TO THE BOARD OF SUPERVISORS
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



FROM: Supervisor John J. Benoit

SUBMITTAL DATE:
 February 3, 2015

SUBJECT: Memorandum of Understanding between the County of Riverside and the Regional Access Project Foundation (RAP). [\$0]

RECOMMENDED MOTION: That the Board of Supervisors: Approve the Memorandum of Understanding between the County and the Regional Access Project Foundation (RAP) to allow RAP to act as the fiscal agent for Supervisor John J. Benoit's annual Senior Inspiration Awards program, and authorize Supervisor John J. Benoit to create the MOU and administer the MOU.

BACKGROUND: The Senior Inspiration Awards Luncheon is an annual event in the Fourth District that began in 1992 under former Supervisor Corky Larson. This event recognizes and honors individuals, 70 years and older, who have continued their community involvement and activism into their senior years. Eleven Coachella Valley residents are recognized at this event: one resident selected by each of the nine Coachella Valley cities and two selected by Supervisor Benoit. This event has been known to draw crowds of more than 500 people.

The Regional Access Project Foundation has agreed to work with my office as the fiscal agent for this event. RAP will assist in accounting, depositing checks from sponsors, private donations and ticket sales, and paying the vendors for this specific event.

[Signature]
 John J. Benoit
 Fourth District Supervisor

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 0	\$ 0	\$ 0	\$ 0	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0	
SOURCE OF FUNDS: Not applicable				Budget Adjustment: 0	
				For Fiscal Year: 0	

MINUTES OF THE BOARD OF SUPERVISORS

Positions Added
 Change Order

A-30
 4/5 Vote

Prev. Agn. Ref.:

District: 4/4

Agenda Number:

3-35

1 **Memorandum of Understanding**
2 **By and Between**
3 **Riverside County Fourth District Supervisor John J. Benoit**
4 **And**
5 **Regional Access Project Foundation**

6 This Memorandum of Understanding (“MOU”) is entered into on this _____ day of
7 February 2015 by and between the County of Riverside on behalf of Fourth District
8 Supervisor John J. Benoit, and the Regional Access Project Foundation (“RAP”).

9 **RECITALS**

10 WHEREAS, Regional Access Project Foundation, a non-profit corporation,
11 desires to facilitate the annual Senior Inspiration Awards (SIA) luncheon as the fiscal
12 agent;

13 WHEREAS, in December of 2014 the Riverside County Foundation on Aging
14 transferred approximately \$41,259 in funds on deposit for the benefit of the Senior
15 Inspiration Awards to RAP;

16 WHEREAS, RAP will serve as fiscal agent for the event and establish
17 appropriate budgetary controls to ensure that the funds are reserved for the annual
18 Senior Inspiration Awards; and

19 WHEREAS, RAP will compensate a part-time hourly employee, at \$14.00 per
20 hour, to work on coordination of this event in association with Riverside County
21 Supervisor John J. Benoit’s office;

22 NOW, THEREFORE, BE IT RESOLVED found and determined that for mutual
23 promises contained herein, the parties do hereby agree as follows:

- 24 1. PROJECT. The project consists of coordination of the annual Senior
25 Inspiration Awards Program.
2. AGREEMENT. RAP will facilitate this annual program in coordination with
Supervisor Benoit’s office. RAP will compensate a part-time hourly employee

1 to serve as an assistant to Supervisor Benoit's staff and the Senior Inspiration
2 Awards Committee for the annual Senior Inspiration Awards Program. While
3 the employee will be selected and supervised by Supervisor Benoit's office,
4 the employee shall not become an employee of the County of Riverside. The
5 employee shall be an employee of RAP. RAP is an independent contractor. No
6 employment relationship is created or contemplated by this agreement. Senior
7 Inspiration Awards assistant compensation will be determined by time sheets
8 that are verified and submitted by Supervisor Benoit's staff. The annual cost
9 attributed to accounting services is \$2,500. RAP will serve as fiscal agent and
10 provide the accounting service as an in-kind contribution to the event.
11 Supervisor Benoit's Office will develop an annual event budget in consultation
12 with the Senior Inspiration Awards Committee and will monitor obligations and
13 expenditures to ensure that they comply with the budget. The event will be
14 known as: Riverside County Supervisor John J. Benoit's Senior Inspiration
15 Awards, sponsored by the County of Riverside and the cities of the Coachella
16 Valley. RAP will also receive one ad in the event program. The Senior
17 Inspiration Awards Committee retains creative control.

- 18 3. FUNDING. RAP will establish a separate Checking bank account for the
19 Senior Inspiration Awards. Interest will be earned if the minimum balance of
20 \$25,000 is maintained, and will be combined along with other SIA funds. No
21 bank charges will be applied if a minimum \$3,500 balance is maintained. In
22 December 2014 Riverside County Foundation on Aging transferred the
23 balance in the Senior Inspiration Awards accounts, approximately \$41,259.30,
24 to the RAP Foundation. RAP shall serve as fiscal agent for these funds and
25 shall establish appropriate budgetary controls with Supervisor Benoit's staff to
ensure that all expenditures are related to the Awards.

- 1 4. PAYMENTS. Invoices authorized by the Fourth District Supervisor's staff, and
2 submitted for payment of SIA expenses shall be paid on or before the due date
3 indicated, or no later than 30 days after receipt of the invoice.
- 4 5. MODIFICATION. This MOU may be modified or amended only in writing and
5 shall be executed by the duly authorized and empowered representatives of
6 Riverside County and RAP.
- 7 6. MINISTERIAL ACTS. The respective Director or designee of the agencies that
8 are party to this MOU are authorized to take such ministerial actions as may
9 be necessary or appropriate to implement the terms, provisions, and
10 conditions of this MOU.
- 11 7. ENTIRE MOU. This MOU is intended by the parties hereto as a final
12 expression of their understanding with respect to the subject matter hereof and
13 as a complete and exclusive statement of the terms and conditions thereof,
14 and supersedes any and all prior and contemporaneous leases, agreements
15 and understandings, oral or written, in connection therewith.

16 Dated this _____ day of February 2015.

17
18 **Riverside County Fourth District Supervisor John J. Benoit**

19
20 By: _____
John J. Benoit, Fourth District Supervisor

21
22 **Regional Access Project Foundation**

23
24 By: _____
Leticia DeLara, CEO

25
FORM APPROVED COUNTY COUNSEL

BY:  1/29/15
GREGORY P. PRIAMOS DATE