

BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

American Rescue Plan

ARPA Team Budget

August 1, 2023

- For Information
 For Discussion/Board Direction
 Consent to Place on Business/
 Hearing Agenda

Issue: The ARPA Team budget did not adequately take into account some normal budget expenditures. We are asking to adjust funding available in the budget to address these items.

Background: The ARPA Team was formed during the CARES Act in 2020 and transition to the ARPA Team with the receipt of the county’s direct ARPA award in 2021. While salaries and benefits were set up for the group, items such as training and software subscriptions were not included.

Discussion: The “Services and Other Charges” line in the ARPA Team provides inadequate or no funding for some items that are needed for staff. The budget does include \$294,000 in the consulting line item for costs related to Clifton, Larsen, Allen, our accounting consultant. Our expenditures have been significantly below the amount budgeted and we are asking the board to allow us to adjust our budget by reducing the consulting line item by \$8,618 and increasing line items as follows:

ARPA Team	2023 Budget	2024 Budget	Increase over 2023
Training Services	\$3,950	\$10,500	\$6,550
Travel	\$3,832	\$4,900	\$1,068
Software as Service	\$6,000	\$7,000	\$1,000
Subtotal	\$13,782	\$22,400	\$8,618
Consultant Svcs (CLA)	\$294,000	\$285,382	(\$8,618)
Total	\$307,782	\$307,782	\$0

Fiscal Impact: No fiscal impact; this is a net neutral move between operating lines in the budget. We are making a formal request in keeping with our regular process for ARPA approvals, which includes briefing and supported items going to a hearing agenda.

Revenue Limits Impact: yes no

SPA Review: *Sherry Wilgen*

County Attorney Review:) *Patrick Mayne*

Facilities Review: *Mdanner*

BIT Review: *Rebecca Hassall*

Fleet Review: *Jessie Meyer*

Human Resources Review (new FTE only): N/A

Recommendations: Staff recommends that the Board of County Commissioners support reducing the consulting line item in the ARPA Team budget by \$8,618 and increasing the software subscriptions and training/travel lines by \$8,618 and moving these items to a future hearing agenda.

Originator: Mary O'Neil, Director Grants & Procurement, 303-271-8570

Contacts for Additional Information:

Andrea Niedziela, Federal Grants Manager, 303-271-8574

Dan Conway, Strategy and Budget Director, 303-271-8507

Sherry Wilger, Sr Budget Analyst, 303-271-8596

Stephanie Corbo, Chief Financial Officer, 303-271-8542

Patrick Mayne, County Attorney's Office, 303-271-8952