



AGENDA SUBMITTAL TO SOLANO COUNTY BOARD OF SUPERVISORS

ITEM TITLE Approve an Appropriation Transfer Request for unanticipated revenue of \$50,000 from the California Department of Housing and Community Development loan to Chepo's Tamales and Groceries in Elmira from the Community Development Block Grant Microenterprise Loan Program (4/5 vote required)		BOARD MEETING DATE June 14, 2011	AGENDA NUMBER 5
Dept: Contact: Phone:	County Administrator's Office Stephen Pierce 784-6122	Supervisorial District Number All	
Published Notice Required?		Yes _____	No <u> X </u>
Public Hearing Required?		Yes _____	No <u> X </u>

DEPARTMENTAL RECOMMENDATION:

It is recommended that the Board of Supervisors approve an Appropriation Transfer Request for unanticipated revenue of \$50,000 from the California Department of Housing and Community Development for a Community Development Block Grant Microenterprise Loan Program.

SUMMARY/DISCUSSION:

Solano County operates a Microenterprise Loan Program with funding from a Community Development Block Grant (CDBG) to provide microenterprise businesses with working capital to enhance the viability of businesses in the unincorporated area and in the cities of Benicia, Dixon, Rio Vista and Suisun City. By definition, a microenterprise means the business consists of 5 or fewer people. The program targets businesses that are either owned by or employ residents who earn 80% or less of the median family income in Solano County. The program is administered by a sub-recipient agreement with the Solano College Small Business Development Center.

The County has received approval from the California Department of Housing and Community Development Division of Financial Assistance for a \$50,000 microenterprise loan to Chepo's Tamales and Groceries in Elmira (Attachment A). The capital will enable Chepo's to install a walk-in freezer to expand its retail operations and wholesale sales to vendors in accordance with U.S. Department of Agriculture food handling and storage requirements.

FINANCING:

The CDBG grant provides funds for the microenterprise loan and the administrative costs for processing the loan.

ALTERNATIVES:

The Board could choose to not approve the Appropriation Transfer Request; however, this action would prevent the County from completing the processing of the loan.

OTHER AGENCY INVOLVEMENT:

In accordance with the County's Microenterprise Loan Fund program guidelines, the Loan Approval Committee for this loan included representatives the Auditor-Controller Office, General Services Purchasing Division and the County Administrator's Office.

DEPARTMENT HEAD SIGNATURE:

By 

Birgitta E. Corsello, County Administrator

Attachment A. CDBG Microenterprise Loan Approval for Chepo's Tamales and Groceries