

South Bay Cities Council of Governments

July 8, 2019

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, SBCCOG Board of Directors

RE: Jacki Bacharach & Associates Contract Adjustment

Adherence to Strategic Plan:

Goal D: Organizational Stability. Be a high performing organization with a clear path to long-term financial health, staffing continuity and sustained board commitment.

BACKGROUND

Each year, the Board allocates funds for the Jacki Bacharach & Associates contract for management services. It is not known from year to year exactly how many grants we will be pursuing and special projects that come up. For this reason, there are some funds in the contract for responding to those issues.

In 2017, from January 2017 through June 2017, Jacki Bacharach & Associates reduced its invoice by \$5000/month for 6 months (\$30,000) because the funding for special projects and grant writing had not been required in the previous fiscal year.

ADJUSTMENT

Once again, upon looking at the fiscal year 2018-2019, Jacki Bacharach & Associates has received approximately \$14,000 more for services rendered than the approved 2018-2019 budget had estimated. For this reason, starting in August through November, 2019, Jacki Bacharach & Associates will be reducing its invoice by \$3,500/month for 4 months (\$14,000).