

**RESOLUTION No. 25-**

**RESOLUTION OF THE EASTERN SIERRA COUNCIL OF GOVERNMENTS  
APPROVE A RESOLUTION OF THE BOARD OF THE EASTERN SIERRA  
COUNCIL OF GOVERNMENTS ADOPTING CORRECTIVE ACTIONS PURSUANT  
TO THE CALIFORNIA DEPARTMENT OF TRANSPORTATION'S DIVISION OF  
LOCAL ASSISTANCE CORRECTIVE ACTION PLAN**

**WHEREAS** the Eastern Sierra Council of Governments (ESCOG) submitted a grant application under the Reconnecting Communities: California Highways to Boulevards funding opportunity; and

**WHEREAS**, the application required a pre-award audit to determine that the ESCOG's financial management system, which includes payroll, procurement, and contract management; is adequate to accumulate and segregate reasonable and allowable project costs in accordance with Title 2 Code of Federal Regulations, Subtitle A, Chapter 2, Part 200, and the terms of the California Department of Transportation (Caltrans) agreements.; and

**WHEREAS**, the Caltrans audit required the ESCOG take the following actions to ensure compliance with Code of Federal Regulations requirements in order to enter into future funding agreements with Caltrans:

- 1) Ensure appropriate staff attend the Local Agency Architectural & Engineering (A&E) Contract Procurement training to become more familiar with the updated procedures in Chapter 10 of the Local Assistance Procedures Manual (LAPM). ESCOG must submit a list of staff who attended the DLA A&E webinar for verification.
- 2) Adopt Chapter 10 of the Caltrans Local Assistance Procedures Manual.
- 3) Provide updated grant management procedures to include, but not be limited to additional verification of timesheets for time spent on grants. This may include adding a step to for supervisor approval of the timesheet.

**NOW THEREFORE, BE IT RESOLVED** by the Eastern Sierra Council of Governments as follows:

**Section 1.** The Board finds that the Executive Director of the Eastern Sierra Council of Governments has attended the Local Agency Architectural & Engineering (A&E) Contract Procurement training.

Attachment A

**Section 2.** The ESCOG adopts Chapter 10 of the Caltrans Local Assistance Procedures Manual and future updates for all Caltrans funded projects and agreements between Caltrans and the ESCOG.

**Section 3.** The ESCOG adopts the attached Grant Management Procedures for all grant funded activities.

APPROVED AND ADOPTED THIS \_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_  
Clerk