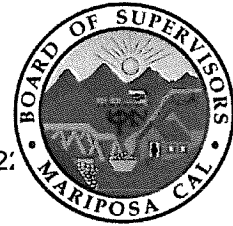


MARIPOSA COUNTY

Administration/Community Development • 209-966-32



RESOLUTION - ACTION REQUESTED 2016-157

MEETING: April 12, 2016
TO: The Board of Supervisors
FROM: Mary Hodson, CAO
RE: Angela Carlson Contract for Services

MINUTE ORDER ATTACHED

RECOMMENDED ACTION AND JUSTIFICATION:

Approve an Agreement for Services with Angela Carlson to Perform Duties Assigned as the Marketing Coordinator for the Made in Mariposa Initiative, in a Not to Exceed Amount of \$12,500; and Authorize the County Administrative Officer to Sign the Agreement.

The Made in Mariposa committee hired Ms. Carlson from a choice of three candidates who applied for the Marketing Coordinator position that was advertised in the Mariposa Gazette and the Sierra Sun Times. Ms. Carlson will be performing tasks related to the marketing of the Made in Mariposa Initiative. She will be paid at a rate of \$50 an hour, with a not to exceed amount of \$12,500. Her salary will be paid with United States Department of Agriculture (USDA) grant funds that were awarded to Mariposa County on August 12, 2015 in the amount of \$25,000. A portion of the grant funding was budgeted to be used for marketing purposes and this was included in the grant application. The grant will expire on August 11, 2016, along with Ms. Carlson's service contract. It is anticipated that the participants in the Made in Mariposa initiative will form a 506 (c) (3) at the conclusion of the grant in order to continue the marketing campaign and program.

It should be noted that due the relatively small dollar amount, length of the Contract, the Scope of Works, and with the concurrence of the Human Resources Director/Risk Manager, that the requirement to obtain a million dollar liability insurance policy has been waived.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On August 12, 2015, Mariposa County was awarded a \$25,000 to implement a Made in Mariposa branding campaign to promote all locally manufactured and grown products and goods.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the Agreement; the Made in Mariposa initiative may not be able to fully utilize the grant funding for its intended purpose, and the County will be required to disencumber the unused grant funds.

Resolution - Action Requested 2016-157

FINANCIAL IMPACT:

Funding was provided via a USDA grant, so there will be no financial impact to the County.

ATTACHMENTS:

contract for services_angie (DOC)
Exhibit A_angie (DOCX)
Ad for Marketing Coordinator (PDF)
grant award letter from USDA (PDF)

CAO RECOMMENDATION

Requested Action Recommended



Mary Hodson, CAO 4/7/2016

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Kevin Cann, District IV Supervisor

SECONDER: Rosemarie Smallcombe, District I Supervisor

AYES: Smallcombe, Jones, Long, Cann, Carrier



COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222



JOHN CARRIER, CHAIR
MARSHALL LONG, VICE-CHAIR
ROSEMARIE SMALLCOMBE
MARSHALL LONG
KEVIN CANN

DISTRICT V
DISTRICT III
DISTRICT I
DISTRICT III
DISTRICT IV

MARIPOSA COUNTY BOARD OF SUPERVISORS MINUTE ORDER

TO:	MARY HODSON, County Administrative Officer; TARA SCHIFF, Community Development-Grant Coordinator
FROM:	RENÉ LaROCHE, Clerk of the Board <i>RL</i>
SUBJECT:	Approve an Agreement for Services with Angela Carlson to Perform Duties Assigned as the Marketing Coordinator for the Made in Mariposa Initiative, in a Not to Exceed Amount of \$12,500; and Authorize the County Administrative Officer to Sign the Agreement

The following direction was given by the Mariposa County Board of Supervisors on **April 12, 2016**:

CA4. Administration/Community Development RES-2016-157

Approve an Agreement for Services with Angela Carlson to Perform Duties Assigned as the Marketing Coordinator for the Made in Mariposa Initiative, in a Not to Exceed Amount of \$12,500; and Authorize the County Administrative Officer to Sign the Agreement

No public input.

DIRECTION:

CA4, Supervisor Jones requested that all agreements contain a provision requiring liability insurance in the future.

RESULT: ADOPTED [UNANIMOUS]
MOVER: Kevin Cann, District IV Supervisor
SECONDER: Rosemarie Smallcombe, District I Supervisor
AYES: Smallcombe, Jones, Long, Cann, Carrier

cc: File