



MARIPOSA COUNTY

Administration • 209-966-3222



RESOLUTION - ACTION REQUESTED 2015-503

MEETING: October 27, 2015

TO: The Board of Supervisors

FROM: Mary Hodson, CAO

RE: Contract for Coulterville Visitors' Center

RECOMMENDATION AND JUSTIFICATION:

Approve a Contract for Services with the Hotel Jeffery, Incorporated for the Operation of the Coulterville Visitors' Center in a Not to Exceed Amount of \$26,000 and Authorize the Board of Supervisors Chair to Sign the Contract; Approve Budget Action Reducing General Fund Contingency and Increasing Appropriations in the Community/Cultural Budget to Fully Fund the Contract (\$750). This is a renewal contract for the operation/management of the Coulterville Visitors' Center with the only recommended change being a slight increase in the Contract amount to account for the increase in the minimum wage that will go into effect on January 1, 2016. The contract contains language regarding termination by the County with a 30-day notice and services being pro-rated based on the termination date. The current manager of the Coulterville Visitors' Center has been doing a commendable job and the community has seen an increase in the number of visitors.

To account for the slight increase in the contract amount (\$1,000) it is recommended that the General Fund Contingency be reduced by \$750 to fully fund the Contract through the remainder of this Fiscal Year. Because the term of the Contract overlaps fiscal years it is not necessary to increase the budget by the full amount of the contract increase.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On December 2, 2014, the Board of Supervisors adopted Resolution 14-617, approving the First Amendment to the Contract for the operation of the Coulterville Visitors' Center by changing the name of the contractor to Hotel Jeffery, Incorporated.

On October 14, 2014, the Board of Supervisors adopted Resolution 14-531 approving a contract with Sara Zahn for the operation of the Coulterville Visitors' Center in the amount of \$25,000.

On August 7, 2014, the Board of Supervisors gave direction to staff to solicit for an

RFP for the operation of the Coulterville Visitors' Center.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the contract. The Coulterville Visitors' Center will in all likelihood be closed or operated on a volunteer basis until another manager can be identified and approved by the Board of Supervisors.

FINANCIAL IMPACT:

\$25,000 was included in the Adopted Budget for the Coulterville Visitors' Center. The General Fund Contingency will be reduced by \$750 to fully fund the Contract for the remainder of this Fiscal Year.

ATTACHMENTS:

Coulterville Visitors' Center Contract 2015 (DOC)
CVC Budget Action (XLS)

CAO RECOMMENDATION

Requested Action Recommended

COMMENTS

The General Fund Contingency Has a Current Balance of \$647,995.



Mary Hodson, CAO 10/22/2015

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Rosemarie Smallcombe, District I Supervisor

SECONDER: Marshall Long, District III Supervisor

AYES: Smallcombe, Jones, Long, Cann, Carrier