RESOLUTION - ACTION REQUESTED 2020-477

MEETING: August 4, 2020

TO: The Board of Supervisors

FROM: Sarah Williams, Planning Director

RE: Third Amendment - Agreement with Mintier Harnish

RECOMMENDATION AND JUSTIFICATION:
Approve third amendment to the agreement with Mintier Harnish to establish compensation for Fiscal Year (FY) 2020-2021; and authorize the Board of Supervisors Chair to sign the amendment.

The firm Mintier Harnish Planning Consultants is currently under contract with Mariposa County to prepare updates to Mariposa County’s Development Codes (for Zoning and Subdivisions) to implement the Mariposa County General Plan.

Because this contract work would occur in more than one fiscal year, the original contract was structured so that costs for each fiscal year would be brought back to the Board of Supervisors on an annual basis. This ensures availability of funds for continued work on the project.

Allocated compensation for the original agreement for FY 2018-2019 was $75,000. Not all budgeted funds were used.

Allocated compensation for the second amendment for FY 2019-2020 was $160,000. Not all budgeted funds were used.

This amendment establishes funds for FY 2020-2021 at $120,000 which is 75% of the prior FY’s agreement. This amount has been included in the adjusted requested Planning Department’s Budget for Fiscal Year 2020-2021.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

June 11, 2019: Resolution No. 2019-325, First Amendment with Mintier Harnish Planning Consultants to include administrative enforcement procedures in Title 1 within scope of work.
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ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve amendment; continued work on contract will not occur.

FINANCIAL IMPACT:
None for current FY. Funds were budgeted and approved by CAO.

ATTACHMENTS:
MCZSO Resolution 2019-161 Agreement Mintier Harnish_2019 03 26 (PDF)
MCZSO Resolution 2019-325 First Amendment Agreement Mintier Harnish 2019 06 11 (PDF)
MCZSO Resolution 2019-455 Second Amendment Mintier_Harnish (PDF)
MCZSO DRAFT Third Amendment Mintier Harnish for Funding for FY 20-21 (PDF)

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Marshall Long, District III Supervisor
SECONDER: Miles Menetrey, District V Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey