RECOMMENDED ACTION AND JUSTIFICATION:  
(Policy Item: Yes___ No___)

1. Adopt a Resolution (Attachment #1) forming the Mariposa County Job Creation Task Force and authorizing the Planning Director to represent Mariposa County concerning the Job Creation Investment Fund.

2. Authorize the Planning Director to sign and submit the Job Creation Investment Fund Application (Attachment #2) to apply for $25,000 for the development of a Job Creation Plan.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

See Attached Memorandum

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Negative Action would result in the County not being eligible for current and future Job Creation Investment Fund money (current allotment $50,846).

COSTS: ( ) Not Applicable
A. Budgeted current FY $ __________
B. Total anticipated Costs $ __________
C. Required additional funding $ __________
D. Internal transfers $ __________

COSTS: ( ) 4/5th Vote Required
A. Unanticipated revenues $ __________
B. Reserve for contingencies $ __________
C. Source description: ____________________________

Balance in Reserve Contingencies, If Approved: $ __________

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

Memorandum with Attachments
Attachment #1 Draft Board Resolution
Attachment #2 JCIF Application

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

Recommended
Not Recommended
For Policy Determination
Submitted for Comment
Returned for Further Action

Comment: ________________________________________

ATTEST: ________________________________________
MARGIE WILLIAMS, Clerk of the Board

By: ______________________________________
Deputy

A.O. Initials: ____________________________

Action Form Revised 10/95
Board of Supervisors Resolution No. 98-87

MARIPOSA COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. 98-87

A RESOLUTION CREATING THE MARIPOSA COUNTY JOB CREATION TASK
FORCE AND AUTHORIZING THE MARIPOSA COUNTY PLANNING DIRECTOR TO
REPRESENT MARIPOSA COUNTY TO APPLY TO THE CALIFORNIA TRADE AND
COMMERCE AGENCY FOR A GRANT FROM THE JOB CREATION INVESTMENT
FUND

WHEREAS, the Job Creation Investment Fund (Government Code Section
15365.50 - 15365.59) is administered by the California Trade and Commerce Agency
to allocate grant funds to counties to be used for job creation activities that will provide
employment for recipients of aid under Chapter 2 (commencing with Section 11200) of
Part 3 of Division 9 of the Welfare and Institutions Code who are moving into the
workforce; and

WHEREAS, the Mariposa County Board of Supervisors has elected to apply to
the California Trade and Commerce Agency for a grant from the Job Creation
Investment Fund; and

WHEREAS, the law requires the Mariposa County Board of Supervisors to
approve a resolution to apply for a grant from the Job Creation Investment Fund; to
designate a Job Creation Task Force to develop a Job Creation Plan and/or implement
Job Creation Activities; and designate a lead local economic development organization
to coordinate the Job Creation Task Force; and

WHEREAS, the Mariposa County Job Creation Task Force shall be made up of
the Mariposa County Chief Administrative Officer, the Mariposa County Planning
Director, the Mariposa County Public Works Department Director, the Mariposa County
Department of Human Services Director, the Mariposa County Visitor's Bureau
Director, a representative from the Mariposa County Chamber of Commerce, a
representative from Mariposa County Unified School District, a representative from
Mother Lode Job Training Center and a representative from Mariposa County
Economic Development Corporation; and

WHEREAS, the Mariposa County Job Creation Task Force shall act in an
advisory role to the Mariposa County Board of Supervisors for the preparation of a Job
Creation Plan and overseeing the implementation of Job Creation Activities.

WHEREAS, the Mariposa County Board of Supervisors has chosen to authorize
the Planning Director to represent County of Mariposa concerning the Job Creation
Investment Fund application and grant.
NOW THEREFORE, BE IT RESOLVED, that the Mariposa County Board of Supervisors approves submitting an application for a grant from the Job Creation Investment Fund; designates a Job Creation Task Force to develop a Job Creation Plan or implement Job Creation Activities; designates the Mariposa County Planning Department to coordinate the Job Creation Task Force; and designates the Mariposa County Planning Department as the Lead Local Economic Development Organization.

BE IT FURTHER RESOLVED by the Mariposa County Board of Supervisors that the Mariposa County Planning Director, or his/her designee, is hereby authorized and empowered to apply, approve, sign and execute in the name of Mariposa County the documents necessary to receive funding through the California Trade and Commerce Agency from the Job Creation and Investment Fund. Documents include the application, grant and any future amendments to the grant which may occur with the California Trade and Commerce Agency to operate the job creation project.

BE IT FURTHER RESOLVED that this resolution shall remain in full force and effect until a resolution of the Mariposa County Board of Supervisors is adopted amending or rescinding this resolution.

PASSED AND ADOPTED by the Mariposa County Board of Supervisors on this 10th day of March, 1998 by the following vote:

AYES: Reilly, Balmain, Stewart, Parker, Pickard

NOES: None

ABSTAINED: None

EXCUSED: None

NOT VOTING: None

PATTI A. REILLY, Chair
Mariposa County Board of Supervisors

ATTEST:

MARGIE WILLIAMS,
Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

JEFFREY G. GREEN,
County Counsel
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: ED JOHNSON, Planning and Building Director
FROM: MARGIE WILLIAMS, Clerk of the Board
SUBJECT: Job Creation Investment Fund; Res. 98-87

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on March 10, 1998

ACTION AND VOTE:

2:10 p.m. A) Discussion and Action Regarding the Job Creation Investment Fund
Including:
- Creation of a Job Creation Task Force
- Authorization of the Planning Director to Represent Mariposa County in Regard to
  the Job Creation Investment Fund
- Authorization to Apply for a $25,000 Grant from the Job Creation Investment Fund
  to Develop a Job Creation Plan
- Discussion and Possible Action to Consider Staff Liaison to the Foreign Trade Zone
  (FTZ) for Marketing Efforts (Continued from 3/3/98)

BOARD ACTION: Discussion was held. Jay Pawlek, Senior Planner, provided staff
report. Supervisor Balmain requested a change in the resolution to authorize execution of
"the" documents necessary to receive funding versus "any" documents -- Board concurred
with change. (M)Parker, (S)Stewart, Res. 98-87 adopted forming the Mariposa County
Job Creation Task Force and appointing individuals as recommended; authorizing the
Planning Director to represent Mariposa County in regard to the Job Creation Investment
Fund; and authorizing Planning Director to sign and submit the Job Creation Investment
Fund Application to apply for $25,000. Discussion was held relative to including other
representatives on the Task Force and it was noted that the Task Force membership could
be amended and expanded in the future. Ayes: Unanimous.

Discussion relative to staff liaison for the Foreign Trade Zone marketing efforts was
continued for consideration of the Planning Department reorganization.

cc: Janet Hogan, County Administrative Officer
    Mike Edwards, Public Works Director
    Tom Archer, Human Services Director
    Steve Hayes, Visitors Bureau Director
    File
ATTACHMENT #1

DRAFT BOARD RESOLUTION
MARIPosa COUNTY BOARD OF SUPERVISORS
RESOLUTION NO. 98-____

A RESOLUTION CREATING THE MARIPosa COUNTY JOB CREATION TASK FORCE AND AUTHORIZING THE MARIPosa COUNTY PLANNING DIRECTOR TO REPRESENT MARIPosa COUNTY TO APPLY TO THE CALIFORNIA TRADE AND COMMERCE AGENCY FOR A GRANT FROM THE JOB CREATION INVESTMENT FUND

WHEREAS, the Job Creation Investment Fund (Government Code Section 15365.50 - 15365.59) is administered by the California Trade and Commerce Agency to allocate grant funds to counties to be used for job creation activities that will provide employment for recipients of aid under Chapter 2 (commencing with Section 11200) of Part 3 of Division 9 of the Welfare and Institutions Code who are moving into the workforce; and

WHEREAS, the Mariposa County Board of Supervisors has elected to apply to the California Trade and Commerce Agency for a grant from the Job Creation Investment Fund; and

WHEREAS, the law requires the Mariposa County Board of Supervisors to approve a resolution to apply for a grant from the Job Creation Investment Fund; to designate a Job Creation Task Force to develop a Job Creation Plan and/or implement Job Creation Activities; and designate a lead local economic development organization to coordinate the Job Creation Task Force; and

WHEREAS, the Mariposa County Job Creation Task Force shall be made up of the Mariposa County Chief Administrative Officer, the Mariposa County Planning Director, the Mariposa County Public Works Department Director, the Mariposa County Department of Human Services Director, the Mariposa County Visitor's Bureau Director, a representative from the Mariposa County Chamber of Commerce, a representative from Mariposa County Unified School District, a representative from Mother Lode Job Training Center and a representative from Mariposa County Economic Development Corporation; and

WHEREAS, the Mariposa County Job Creation Task Force shall act in an advisory role to the Mariposa County Board of Supervisors for the preparation of a Job Creation Plan and overseeing the implementation of Job Creation Activities.

WHEREAS, the Mariposa County Board of Supervisors has chosen to authorize the Planning Director to represent County of Mariposa concerning the Job Creation Investment Fund application and grant.
NOW THEREFORE, BE IT RESOLVED, that the Mariposa County Board of Supervisors approves submitting an application for a grant from the Job Creation Investment Fund; designates a Job Creation Task Force to develop a Job Creation Plan or implement Job Creation Activities; designates the Mariposa County Planning Department to coordinate the Job Creation Task Force; and designates the Mariposa County Planning Department as the Lead Local Economic Development Organization.

BE IT FURTHER RESOLVED by the Mariposa County Board of Supervisors that the Mariposa County Planning Director, or his/her designee, is hereby authorized and empowered to apply, approve, sign and execute in the name of Mariposa County any documents necessary to receive funding through the California Trade and Commerce Agency from the Job Creation and Investment Fund. Documents include the application, grant and any future amendments to the grant which may occur with the California Trade and Commerce Agency to operate the job creation project.

BE IT FURTHER RESOLVED that this resolution shall remain in full force and effect until a resolution of the Mariposa County Board of Supervisors is adopted amending or rescinding this resolution.

PASSED AND ADOPTED by the Mariposa County Board of Supervisors on this __________, 1998 by the following vote:

AYES:

NOES:

ABSTAINED:

EXCUSED:

NOT VOTING:

______________________________
PATTI A. REILLY, Chair
Mariposa County Board of Supervisors

ATTEST:

______________________________
MARGIE WILLIAMS,
Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

______________________________
JEFFREY G. GREEN,
County Counsel
ATTACHMENT #2

JCIF APPLICATION
Job Creation Investment Fund Application Cover Page

1) Please provide the following information:

Applicant Name: Mariposa County

2) Please list the Applicant's Authorized Representative:

Organization Name: Mariposa County Planning Department
Contact Person and Title: Ed Johnson, Planning Director
Address: P.O. Box 2039
Mariposa, CA 95338
Telephone Number: (209) 966-5151
Fax Number: (209) 742-5024
E-mail Address: planning@co.mariposa.ca.us

3) Please list the Economic Development Organization which will serve as coordinator of the Job Creation Task Force:

Organization Name: Mariposa County Planning Department
Contact Person and Title: Ed Johnson, Planning Director
Address: P.O. Box 2039
Mariposa, CA 95338
Telephone Number: (209) 966-5151
Fax Number: (209) 742-5024
E-mail Address: planning@co.mariposa.ca.us

4) Federal Tax ID Number: 94-6000880

5) This Application requests funds for a Planning Grant.

Funds will be used to develop a new Job Creation Plan.

Certification

I hereby certify that the information provided in this Application from is correct and represents the intended use of all sources of funds identified in the application.

______________________________  _________________________
Ed Johnson, Planning Director          Date
TABLE OF CONTENTS

1. Narrative Description
2. Timeline
3. Amount of Grant Funds Requested
4. Budget
5. Job Creation Task Force Membership

Exhibit A: Job Creation Investment Fund Resolution
Exhibit B: None
Exhibit C: Grant Administration
Exhibit D: None
NARRATIVE DESCRIPTION

Mariposa County proposes to utilize Job Creation Investment Fund monies to develop a Job Creation Plan in conformance with Section 6205. The Plan will at a minimum contain the following information:

- The number of CalWORKS Recipients in Mariposa County;

- An analysis of Mariposa County economic sectors and companies to identify those whose expansion offers the greatest opportunities to CalWORKS Recipients;

- A description of the needs of the Mariposa County economic sectors and companies identified above to facilitate their expansion and the creation of new employment for CalWORKS Recipients;

- Specific Job Creation Activities, targeted to employ CalWORKS Recipients, that respond to the needs described above;

- A ranking of Job Creation Activities according to priority for implementation;

- A description of how Job Creation Investment Fund monies will be used to implement each of the Job Creation Activities described above;

- A description of the links and collaborative relationships the Grantee has established between Mariposa County, nonprofit organizations, employers, and other entities involved in the preparation of the Job Creation Plan and a description of the links and collaborative relationships that will be established during the implementation of the Job Creation Activities described above; and

- Performance standards developed by Mariposa County to measure the success of Job Creation Activities. The performance standards shall include the number of private sector jobs that could be created as a result of the Job Creation Activities and the number of CalWORKS Recipients that could be employed as a result of the Job Creation Activities.
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<th>Event</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>Jul</th>
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<th>Sep</th>
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Job Creation Plan to be completed and adopted by December 31, 1998.
AMOUNT OF GRANT FUNDS REQUESTED

A total of $25,000 is required to complete the project, as described in the Narrative Description

BUDGET

Sources

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Uses

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JOB CREATION TASK FORCE MEMBERSHIP

- Janet Hogan, Mariposa County Chief Administrative Officer
- Ed Johnson, Mariposa County Planning Director
- Mike Edwards, Mariposa County Public Works Department Director
- Tom Archer, Mariposa County Department of Human Services Director
- Steve Hayes, Mariposa County Visitor's Bureau Director
- Undetermined, Representative from Mariposa County Chamber of Commerce
- Undetermined, Representative from Mariposa County Unified School District
- Undetermined, Representative from Mother Lode Job Training Center
- Undetermined, Representative from Mariposa County Economic Development Corporation
EXHIBIT A

RESOLUTION
EXHIBIT B

NOT APPLICABLE
EXHIBIT C

GRANT ADMINISTRATION

Job Creation Improvement Fund to be administered by:

Mariposa County Planning Department
5101 Jones Street
P.O. Box 2039
Mariposa, CA 95338
(209) 966-5151
FAX (209) 742-5024

Grant to be administered by Planner IV (Senior) or equivalent (Job Description attached).
MARIPOSA COUNTY

JOB TITLE: Planner IV (Senior)

DESCRIPTION OF BASIC FUNCTIONS AND RESPONSIBILITIES

To perform responsible office and field work involving planning, zoning, and land use; to supervise and assign the work of planning staff; to provide staff support to the Board of Supervisors and Planning Commission; and to perform the more complex planning for the County. Employees in this classification receive minimal supervision within a broad framework of policies and procedures. Employees in this classification may assign, coordinate, supervise, and formally evaluate the work of others.

DISTINGUISHING CHARACTERISTICS

This position is distinguished from the next level positions in that it supervises planning functions or staff under direction and/or is assigned more complex tasks, but does not manage operations.

SUPERVISOR: Planning Manager

TYPICAL DUTIES

- May supervise planning functions of the Planning Division

- Prepares Staff Reports and other pertinent documentation on the more complicated projects

- May direct, supervise, and formally evaluate the work of others as assigned

- Reviews and presents project applications and staff reports to the Board of Supervisors and the Planning Commission for their consideration

- Provides the public with information on complex application procedures and County regulations

- Prepares Planning Commission meeting agendas under direction of Planning Manager

- Monitors permit functions for compliance with regulations and mandatory time frames
MARIPOSA: Planner IV (Senior)

TYPICAL DUTIES (Cont'd):

- Prepares new plans, policies and regulations for consideration by the County

- Prepares and reviews environmental documents (Negative Declarations and Environmental Impact Reports) for projects and County Plans

- Performs site inspections on various planning projects and programs

- Provides staff support to community advisory groups

- Performs other related duties similar to the above in scope and function as required

EMPLOYMENT STANDARDS

Possession of

- a valid California Driver's license

Knowledge of:

- principles and practices of supervision and training

- Federal and California State Planning Law, including California Environmental Quality Act, California Surface Mining and Reclamation Act, and County regulations adopted pursuant to these Laws

- local environmental conditions and environmental analysis techniques

- principles and techniques of planning

- current trends in Federal, State and local planning

Ability to:

- supervise and train others

- perform the more complex technical planning work

- make presentations to various advisory groups, commissions, and boards
MARIPOSA: Planner IV (Senior)

Ability to: (Cont'd)

- analyze situations and develop appropriate courses of action
- understand and execute written and oral instructions
- communicate effectively in both oral and written forms
- establish and maintain effective work relationships with those contacted in the performance of required duties.

MINIMUM QUALIFICATIONS

- Graduation from an accredited four-year college or university with course work in planning, geography, architecture, landscape architecture, economics, environmental studies, or closely related courses; and three years of land use planning experience of which two years shall have been at a level equivalent to a Planner III position, or one year of which shall have been at the level of Mariposa County Planner III.
EXHIBIT D

NOT APPLICABLE