

MARIPOSA COUNTY RESOLUTION NO. 05-400

**GUIDELINES AND AUTHORITY OF THE COUNTY ADMINISTRATIVE OFFICER
TO INFORM BOARD OF SUPERVISORS AND PUBLIC OF
PENDING AND EXECUTED SERVICE CONTRACTS**

WHEREAS, the Mariposa County Board of Supervisors is desirous of facilitating the process of executing service contracts with the goal of making the process more efficient and effective; and

WHEREAS, the Mariposa County Board of Supervisors intends to authorize the County Administrative Officer with the authority to execute service contracts that are budgeted; and

WHEREAS, the Mariposa County Board of Supervisors, while authorizing the County Administrative Officer with expanded contract authorities wants to establish assurances that the Board of Supervisors is fully cognizant of all contracts executed by the County Administrative Officer; and

WHEREAS, the Mariposa County Board of Supervisors wants to ensure a process is in place that provides notification to the public of all contracts executed by the County Administrative Officer.

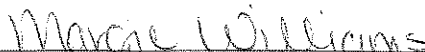
NOW, THEREFORE BE IT RESOLVED, the Mariposa County Board of Supervisors herein establishes the following guidelines to be followed by Department Heads and the County Administrative Officer:

1. The County Administrative Officer shall provide to the Board of Supervisors notice of all contracts to be executed by said Officer including but not limited to the person or persons with whom the County is contracting and the service that is being provided.
2. The County Administrative Officer shall provide an informational item on the Board of Supervisors scheduled agenda of a monthly synopsis of contracts entered into on that particular month.
3. Department Heads shall provide such information as the County Administrative Officer determines is necessary to keep the Board of Supervisors apprised of contracts entered into by Department Heads as Assistant Purchasing Agents.

PASSED AND ADOPTED by the Mariposa County Board of Supervisors on this 16th day of August, 2005, by unanimous vote.



BOB PICKARD, Chairman

ATTEST:


MARGIE WILLIAMS, Clerk of the Board

by: Mary Hobson

APPROVED AS TO LEGAL SUFFICIENCY:


THOMAS P. GUARINO, County Counsel

