

DEPARTMENT: Housing/Community Dev BY: Jim Evans PHONE: 966-6121

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes \_\_\_ No X)

Adopt resolution authorizing Chairman to execute personal services agreement contract with Castrillo + Associates for General Plan Housing Element Update.

State law requires the County to periodically revise and update the Housing Element. The County is overdue in updating its Housing Element and must update the Housing Element to comply with State law. In the January 4th Board discussion on establishing Planning Department priorities, the Board directed staff to proceed with an update to the Housing Element if non-general fund monies could be obtained to finance the update. The costs for the update (\$12,000 total: \$10,000 for consultant services, \$2,000 for Planning Department services) will be entirely financed by Community Development Block Grant general administration funds. These funds are included in the Proposed FY 94/95 budget and must be expended by September 30, 1994.

A request for qualifications was sent to seven regional firms to provide the necessary consulting services. The only consultant firm to respond was Castrillo + Associates who prepared the current Housing Element. Based on this, staff recommends the County contract with Castrillo + Associates for the necessary Housing Element update consulting services for an amount not to exceed \$10,000.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The current Housing Element was adopted by the Board on June 27, 1989 (Resolution No. 89-353). On March 1, 1994 the Board directed staff to proceed with an update to the Housing Element if non-general fund monies could be obtained to finance the update.

**LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

ALTERNATIVES: (1) Continue matter; (2) Take no action; (3) Provide alternative direction to staff.

NEGATIVE ACTION would result in Housing Element not being updated, and County continuing to be in non-compliance with State law.

<b>COSTS:</b>	( ) Not Applicable	
A.	Budgeted current FY	\$ _____
B.	Total anticipated costs	\$ 12,000
C.	Required additional funding	\$ _____
D.	Internal transfers	\$ _____
<b>SOURCE:</b>	( ) 4/5ths Vote Required	
A.	Unanticipated revenues	\$ _____
B.	Reserve for contingencies	\$ _____
C.	Source description: CDBG Funds	\$ 12,000
Balance in Reserve for Contingencies, if approved: \$		_____

**SPECIAL INSTRUCTIONS:**  
List the attachments and number the pages consecutively:  
1. Personal services agreement contract

AGENDA ITEM \_\_\_\_\_

CLERK'S USE ONLY:

Res. No.: 94-324

Ord. No. \_\_\_\_\_

Vote - Ayes: 3

Noes: Ericson, Taber

Absent: \_\_\_\_\_

Abstained: \_\_\_\_\_

Approved

( ) Denied

Minute Order Attached

( ) No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: \_\_\_\_\_

ATTEST: MARGIE WILLIAMS, Clerk of the Board  
County of Mariposa, State of California

By: \_\_\_\_\_  
Deputy

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

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

Comment: \_\_\_\_\_

A.O. Initials: AW

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

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TO: ED JOHNSON, PLANNING AND BUILDING DIRECTOR  
FROM: MARGIE WILLIAMS, CLERK OF THE BOARD *MW*  
SUBJECT: AGREEMENT TO UPDATE HOUSING ELEMENT

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THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,  
ADOPTED THIS Order on August 2, 1994

ACTION AND VOTE:

10:35 a.m. Ed Johnson, Planning & Building Director;

A) Resolution Authorizing Chairman to Sign Personal Services Agreement Contract with Castrillo & Associates for General Plan Housing Element Update (Housing and Community Development Agency Director)

BOARD ACTION: Discussion was held. Kathleen Bagwell provided input, expressing concern with past problems with this consultant on the preparation of the Housing Element. Ed Johnson advised that the intent for this update would just be on the data. Supervisor Baggett requested that plenty of lead time be given to review the update prior to scheduling its adoption. (M)Parker, (S)Balmain, Res. 94-324 adopted/Ayes: Baggett, Balmain, Parker; Noes: Erickson, Taber.

cc: Jim Evans, HCD Director  
Jeff Green, County Counsel  
Ken Hawkins, Auditor  
File