

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

AGENDA DATE: May 6, 2003
AGENDA ITEM NO.: CA-8

DEPARTMENT: Building

By: John Davis, Building Director

Phone: 966-3934

(Policy Item: Yes No X)

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Resource Conservation District 2003/04 fiscal year agreement to include an increase of \$3,700 for services rendered to the Building Department for grading and erosion control services.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Resource Conservation District has an agreement with the Building Department for grading inspection services since 1994. At that time, the cost was \$17,160 a year but to Mariposa County the cost was \$8,000 with the balance paid by a grant. At the conclusion of the grant, the county agreed to a cost of \$14,300 per year which the Building Department has paid annually. With the increase in permit activity, the overhead costs to provide this service has increased. The proposed agreement fee would increase \$3,700 annually costing the Building Department \$18,000 per year.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The expertise for erosion control and grading enforcement would fall under the direction of the Building Department thus requiring a new employee with salary and benefits totaling approximately \$80,000 per year.

COSTS: (X) 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:

1. Transmittal For Routine/Annual Agreements
2. Resource Conservation District letter of 4/8/03
3. Natural Resources Conservation Service letter of 4/3/03
4. Mariposa County Resource Conservation District letter of 5/20/98 with attachment.

CLERK'S USE ONLY

Res. No.: 03-129 Ord. No.: _____

Vote - Ayes: 5 Noes: _____

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: _____

MARGIE WILLIAMS, Clerk of the Board

By: _____ Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on agenda as:

Recommended

Not Recommended

For Policy Determination

Returned for Further Action

Comment: _____

ATTEST: _____

A.O. Initials: JA

**TRANSMITTAL FORM
FOR
ROUTINE/ANNUAL AGREEMENTS**

Please provide this form with each Agreement that you submit for approval by the County Administrative Officer and the County Counsel. By providing the information below you will help to expedite the approval process.

NOTE: INCLUDE A COPY OF THE LAST APPROVED AGREEMENT WITH THE PROPOSED AGREEMENT YOU ARE REQUESTING APPROVAL OF.

MARIPOSA COUNTY RESOURCE
CONSERVATION DISTRICT

1. Name of Department submitting proposed Agreement: _____

2. Agreement Title: GRADING ORDINANCE CONTRACT

3. Amount of proposed Agreement is \$ 18,000.

4. Is the dollar amount of the proposed Agreement the same dollar amount as the previous Agreement? Yes No

If you marked "no" above, please provide a brief explanation. See attached letter dated April 8, 2003 for explanation.

5. Are there any substantive changes to the proposed Agreement from the last Agreement? Yes No

If you marked "yes" above, please provide a brief explanation. The cost to provide the same level of services has increased. The added increase is \$3,700.

4. Additional information. _____

MARIPOSA COUNTY RESOURCE CONSERVATION DISTRICT

P.O. Box 746, Mariposa, CA 95338
209-966-3431

April 8, 2003

John Davis
Mariposa County Building Department
5100 Bullion Street
Mariposa

Dear John,


The Board of Directors of the RCD has reviewed the contract for grading permit services that we have with your department. We asked Jerry Progner to provide us with an analysis of the workload generated as a result of this contract in the past year. A copy of that analysis is attached. Additionally, we have researched our archives back to November 1994, when this contract was first entered into, in order to track the progression of this program over the past nine years. A copy of that supporting data is also attached for your benefit.

The Building Department and the RCD first began this association in November 1994. At that time, we had a federal Clean Water grant that subsidized the costs of providing services. The cost was \$17,160 a year, but to Mariposa County the cost was \$8,000, the balance being paid by the grant. At the conclusion of the grant we re-negotiated the contract and agreed to a county cost of \$14,300 per year. At that time we processed 193 site plans resulting in the issuance of 72 grading permits.

Our most recent analysis showed an increase in site plans processed to 317, resulting in 156 grading permits being issued during the period of April 1, 2002 through March 31, 2003. This increased workload has by no means doubled our costs, as the numbers might indicate, but our cost has gone up considerably. As Progner explains in his analysis, when he makes a trip to the north side of the county, he may be inspecting twice as many sites, but he isn't necessarily driving twice as many miles or spending twice the time. After a lengthy discussion at our April 3rd meeting we unanimously agreed that it will require \$18,000 annually to cover the cost of providing the present level of services. I hope you find this a fair and acceptable compensation for the given services. If so, we would be prepared to enter into a new contract effective July 1, 2003.

Thank you very much for your consideration, and we look forward to a continuing and lasting relationship.

Sincerely,



Michael Hubert
MCRCD President



Natural Resources Conservation Service
P.O. Box 746
Mariposa, CA 95338
209-966-3431

April 3, 2003

To: Directors, Mariposa County RCD
From: Jerry Progner

The following is an analysis of site plans and grading permits received by the MCRCDD from the building department during the period of April 1, 2002 through March 31, 2003.

A total of 317 site plans were received. Each required a field visit to determine if the project called for a grading permit as per the Mariposa County grading ordinance. Of these, 156, approximately 50%, required a grading permit. When a grading permit is called for, there is typically a second field visit to meet with the landowner and/or contractor to discuss the grading and erosion control plan. Additionally, each grading permit issued results in a request for a final inspection after job completion, which translates into a third field visit. That means that technical grading assistance provided to the building department for this one-year period may have generated as many as 629 field visits.

One note however, is that all field visits are not the same. A field visit to a site in Don Pedro or Yosemite West is obviously more time consuming than a visit to a site on Silva Road or within the town of Mariposa. With this in mind, I grouped the location of site visits into three categories:

1. The first generally represents Mariposa, Yaqui Gulch, Bootjack, Mt. Bullion and similar locations within about ten miles. There were about 245 visits within this region.
2. The next category represents Bear Valley, Lush Meadows, Jerseydale, Catheys Valley, Ponderosa Basin, Usona, and other locations generally ten to twenty miles away. There were approximately 177 field visits within this region.
3. And finally, those locations further than twenty miles are represented by Don Pedro, Greeley Hill, El Portal, Fish Camp, Yosemite West, and required some 207 field visits.

One caveat, however, is that many field visits are combined. I may start a day with two visits around Mariposa, then make a stop in Bear Valley, three stops in Don Pedro, and a final stop in Catheys Valley. So even though we have provided considerably more service than in past years, there is not a direct relationship to the amount of time devoted to accomplish this. Without having a well documented time study, however, I can honestly say that I probably devote 30% of my weekly work to this program.

Mariposa County Resource Conservation District

P. O. Box 746
MARIPOSA, CALIFORNIA 95338

May 20, 1998

Mariposa County Board of Supervisors
P.O. Box 784
Mariposa, CA 95338

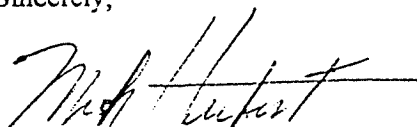
Subject: *Grading Ordinance Contract*

As you know, for the past 3 1/2 years the RCD has had a contract with the County Building Department to provide grading inspections and technical assistance regarding implementation of the County Grading Ordinance. This relationship began as a result of a grant that the RCD received from the Regional Water Quality Control Board. Essentially this grant subsidized these services in addition to a county contribution of \$8,000 a year. Now the grant has been completed and that subsidy has ended.

As you can see from the enclosed attachments, we are eager to continue this successful venture with the county, however, now we all must face the real costs of providing these services.

We request that the RCD directors meet with you to discuss this issue and reach an agreement that will allow all of us to continue providing this valuable service to the residents of Mariposa County.

Sincerely,


Michael Hubert, President
Mariposa County Resource Conservation District

enclosures

cc: Janet Hogan, CAO
Jeff Green, County Counsel

SUMMARY OF 319 CALIFORNIA REGIONAL WATER QUALITY GRANT

January 1, 1995 - December 31, 1997

- The Regional Board provided \$26,000 a year for three years as partial funding for staff technical assistance.
- The County of Mariposa provided \$8,000 a year for three years as partial funding for staff technical assistance.
- The RCD provided \$10,000 a year for three years to pay for rent and overhead as well as RCD staff salary for grant administration.
- The USDA NRCS provided \$10,000 a year for three years as partial funding for providing a vehicle and operating costs for that vehicle.

This funding resulted in the following:

Average number of grading permits written per year	72
Average number of site plans written per year	193
Average number of site visits per plan written	2