



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO STATE OF CALIFORNIA

Regular Meetings: The First, Second, and Third Tuesday of each month. Location of meeting is specified just below.

MEETING LOCATION Board Chambers, 2nd Fl., County Courthouse, 278 Main St., Bridgeport, CA 93517

Regular Meeting February 10, 2015

TELECONFERENCE LOCATIONS: 1) First and Second Meetings of Each Month: Mammoth Lakes CAO Conference Room, 3rd Floor Sierra Center Mall, 452 Old Mammoth Road, Mammoth Lakes, California, 93546; 2) Third Meeting of Each Month: Mono County Courthouse, 278 Main, 2nd Floor Board Chambers, Bridgeport, CA 93517. Board Members may participate from a teleconference location. Note: Members of the public may attend the open-session portion of the meeting from a teleconference location, and may address the board during any one of the opportunities provided on the agenda under Opportunity for the Public to Address the Board.

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 932-5534. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517), and in the County Offices located in Minaret Mall, 2nd Floor (437 Old Mammoth Road, Mammoth Lakes CA 93546). Any writing distributed less than 72 hours prior to the meeting will be available for public inspection in the Office of the Clerk of the Board (Annex I - 74 North School Street, Bridgeport, CA 93517). **ON THE WEB:** You can view the upcoming agenda at www.monocounty.ca.gov . If you would like to receive an automatic copy of this agenda by email, please send your request to Bob Musil, Clerk of the Board: bmusil@mono.ca.gov .

UNLESS OTHERWISE SPECIFIED BY TIME, ITEMS SCHEDULED FOR EITHER THE MORNING OR AFTERNOON SESSIONS WILL BE HEARD ACCORDING TO AVAILABLE TIME AND PRESENCE OF INTERESTED PERSONS. PUBLIC MAY COMMENT ON AGENDA ITEMS AT THE TIME THE ITEM IS HEARD.

9:00 AM Call meeting to Order

Pledge of Allegiance

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

on items of public interest that are within the subject matter jurisdiction of the Board.
(Speakers may be limited in speaking time dependent upon the press of business)

and number of persons wishing to address the Board.)

2. APPROVAL OF MINUTES

A. Board Minutes

Departments: Clerk of the Board

Approve minutes of the Regular Meeting held on January 20, 2015.

3. RECOGNITIONS - NONE

4. BOARD MEMBER REPORTS

The Board may, if time permits, take Board Reports at any time during the meeting and not at a specific time.

5. COUNTY ADMINISTRATIVE OFFICE

CAO Report regarding Board Assignments

Receive brief oral report by County Administrative Officer (CAO) regarding work activities.

6. DEPARTMENT/COMMISSION REPORTS

7. CONSENT AGENDA

(All matters on the consent agenda are to be approved on one motion unless a board member requests separate action on a specific item.)

A. 2015 Mono County Legislative Platform 2nd review

Departments: County Administrator's Office

Proposed 2015 Mono County Legislative Platform (as revised based on previous Board direction).

Recommended Action: Adopt 2015 Mono County Legislative Platform as revised. Direct staff to distribute to Mono County state and federal legislators as well as schedule legislative visits.

Fiscal Impact: None.

B. 2015 Mono County Board of Supervisors Rules

Departments: County Administrator's Office/County Counsel's Office

Proposed 2015 Board of Supervisors Rules of Procedure (as revised based on previous Board direction).

Recommended Action: Adopt Board Rules of Procedure (as revised). Direct staff to schedule review for January, 2016.

Fiscal Impact: There is no fiscal impact of the adoption of Board Rules.

C. FY 15-16 Emergency Management Performance Grant Program

Departments: Sheriff's Department

The California Emergency Management Agency has requested a governing body resolution for applying and participating in the Emergency Management Performance Grant (EMPG) Program for FY 2015-2016.

Recommended Action: Approve Resolution #R15-_____, authorizing the Mono County Sheriff-Coroner, Mono County Sheriff's Office Emergency Services Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the Emergency Management Performance Grant Program FY 2015-2016.

Fiscal Impact: This resolution will assist with meeting the grant guidance for participation in the Emergency Management Performance Grant Program for fiscal year 2015. When the grant is awarded, the award will not exceed \$150,000.00 and will be included in the 2015-16 County budget.

D. FY 15-16 Homeland Security Grant Program

Departments: Sheriff's Department

The California Emergency Management Agency has requested a governing body resolution for applying for and participating in the Homeland Security Grant Program FY 2015-2016.

Recommended Action: Approve Resolution #R15-_____, authorizing the Mono County Sheriff-Coroner, the Mono County Sheriff's Office Emergency Services Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the Office of Homeland Security FY 2015-2016 Homeland Security Grant Program.

Fiscal Impact: This resolution will assist with meeting the grant guidance for participation in the Homeland Security Grant Program for fiscal year 2015. When the grant is awarded, the award will not exceed \$150,000.00 and will be included in the 2015-16 County budget.

E. FY 15-16 California State Parks Off-Highway Vehicle Grant Program

Departments: Sheriff's Department

The California State Parks Off-Highway Vehicle Division has requested a governing body resolution for applying for and participating in the Off-Highway Vehicle Grant Program FY 2015-2016.

Recommended Action: Approve Resolution #R15-_____, authorizing the Mono County Sheriff-Coroner, the Mono County Sheriff's Office Off-Highway Vehicle Coordinator, and/or Mono County Sheriff's Office Finance Officer, to apply for and administer the California State Parks Off-Highway Vehicle Grant Program for fiscal year 2015-2016.

Fiscal Impact: This resolution will assist with meeting the grant guidance for participation in the California State Parks Off-Highway Vehicle Grant Program FY 2015. When the grant is awarded, the award will not exceed \$120,000.00 and will be included in the 2015-16 County budget.

F. Hiring Freeze Variance - Maintenance Worker II-III Vacancy in Road Area II

Departments: Public Works - Road

Due to an in-county transfer to Road Area I (Crowley) a Maintenance Worker II-III vacancy will exist in Road Area II (Benton). Public Works has followed the Mono County protocol to fill the vacancy created. This vacancy is a full-time position in the Benton area and requires an in-county recruitment first for Public Works Maintenance Worker employees and if no requests to transfer were received then the position would be advertised out-of-county.

Recommended Action: Authorize Public Works Director, in consultation with Human Resources, to recruit in-county to fill the upcoming vacancy in Road Area II. If no requests are received in-county then recruit out-of-county to fill same vacancy. Provide any desired direction to staff.

Fiscal Impact: The funding source for this position is full-time out of the Road Fund. Maintenance Worker II - The total cost for remainder of fiscal year 14/15 is \$13,931 and a full fiscal year is \$55,726 of which \$36,456 is salary. Maintenance Worker III - The total cost for remainder of fiscal year 14/15 is \$14,393 and a full fiscal year is \$57,574 of which \$38,304 is salary.

8. CORRESPONDENCE RECEIVED (INFORMATIONAL)

All items listed are located in the Office of the Clerk of the Board, and are available for review.

A. ABC Application - Walker Country Store

Departments: Clerk of the Board

Application for Alcoholic Beverage License received from the Department of Alcoholic Beverage Control on January 28, 2015. Addressed to the Board of Supervisors, informational only.

9. REGULAR AGENDA - MORNING

A. Home Investment Partnership Program (HOME) First Time Homebuyer Program

Departments: Finance

30 minutes (10 minute presentation; 20 minute discussion)

(Leslie Chapman) - First Time Homebuyer Program funded by Home Investment Partnership Program (HOME).

Recommended Action: 1. Authorize staff to enter into a Sub-recipient agreement to implement and administer the Mono County First-Time Homebuyer (FTHB) Program on behalf of Mono County subject to the oversight described below: a. Establishment of a loan committee that will be responsible to review the loan files for completeness, make sure applicants meet the eligibility requirements and select award recipients based on the sub-recipient’s recommendations and the committee’s

findings, and b. Maintain up to \$8,750 (50% of the HCD administration allocation) to oversee operations and the FTHB program and to ensure compliance with HUD/HCD and HOME requirements. 2. Authorize the CAO to approve and execute the sub recipient agreement as described above, provided it complies with all HOME Program and HUD/HCD requirements and is approved as to form by County Counsel. 3. Direct staff to choose Mammoth Lakes Housing as the sub-recipient based on local status and extensive experience with these types of grant programs or direct staff to use a competitive selection process and award the contract to the most qualified applicant.

Fiscal Impact: Grant revenues and projected expenditures are included in the Housing budget. General Fund Staff time will be required to ensure proper oversight of the First Time Homebuyer Program, loan portfolio management and administration of a loan committee.

B. Grant Agreement with Sierra Nevada Conservancy for Mono County Thermal Biomass Project at the Bridgeport Road Shop

Departments: Public Works, Finance, Community Development and County Counsel
30 minutes (10 presentation, 20 discussion)

(Wendy Sugimura) - Proposed grant agreement with the Sierra Nevada Conservancy pertaining a grant award of \$215,000 for the Bridgeport Thermal Biomass Project.

Recommended Action: 1. Approve Grant Agreement with the Sierra Nevada Conservancy for the Mono County Thermal Biomass Project in the amount of \$215,000, and 2. authorize the County Administrative Officer to sign the agreement and any other necessary grant documents. Provide any desired direction to staff

Fiscal Impact: None to General Fund. Grant funds of \$215,000 are anticipated to cover direct hard and soft project costs. Annual savings from reduced propane costs are anticipated to absorb increased staff costs for long-term operation and maintenance.

C. Update on Court-County Delinquent Fine/Fees Collections Program

Departments: CAO, Mono County Superior Court
30 minutes (15 minute presentation; 15 minute discussion)

(Hector Gonzalez, CEO-Superior Court of Mono County) - This is a presentation to update the Board of Supervisors on the Court-County Delinquent Fine/Fees Collections Program that was previously presented to the Board.

Recommended Action: None. Informational only.

Fiscal Impact: \$90,000 annually in potential revenue to the County.

10. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

on items of public interest that are within the subject matter jurisdiction of the Board. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Board.)

11. CLOSED SESSION

A. Closed Session--Human Resources

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Marshall Rudolph, John Vallejo, Leslie Chapman, and Jim Leddy. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39--majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Public Safety Officers Association (PSO), and Mono County Sheriff Department's Management Association (SO Mgmt). Unrepresented employees: All.

B. Closed Session - Performance Evaluation

PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code section 54957. Title: County Administrative Officer.

C. Closed Session - Public Employment

PUBLIC EMPLOYMENT. Government Code section 54957. Title: Public Defender.

12. REGULAR AGENDA AFTERNOON- NONE

ADJOURN



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT Board Minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Approve minutes of the Regular Meeting held on January 20, 2015.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Shannon Kendall

PHONE/EMAIL: x5533 / skendall@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[01-20-15 Draft](#)

History

Time	Who	Approval
2/5/2015 7:35 AM	County Administrative Office	Yes
2/4/2015 3:30 PM	County Counsel	Yes
2/4/2015 5:26 AM	Finance	Yes



**DRAFT MEETING MINUTES
BOARD OF SUPERVISORS, COUNTY OF MONO
STATE OF CALIFORNIA**

Regular Meetings: The First, Second, and Third Tuesday of each month. Location of meeting is specified just below.

MEETING LOCATION Mammoth Lakes BOS Meeting Room, 3rd Fl. Sierra Center Mall, Suite 307, 452 Old Mammoth Rd., Mammoth Lakes, CA 93546

**Regular Meeting
January 20, 2015**

Flash Drive	On Portable Recorder
Minute Orders	M15-13 to M15-19
Resolutions	R15-02 to R15-04
Ordinance	Ord14-07 NOT USED

9:00 AM Meeting Called to Order by Chairman Fesko.

*Supervisors Present: Alpers, Corless, Fesko, Johnston and Stump.
Supervisors Absent: None.*

*Break: 10:35 a.m.
Reconvene: 10:42 a.m.
Closed Session: None.
Adjourn: 11:49 a.m.*

Pledge of Allegiance led by Supervisor Alpers.

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Ron Day:

- RACE Communications update; in Crowley today. Cable coming out at Sierra Springs, will go all the way to Chalfant.

Joe Parrino:

- Updates on off-road and super cross.
- Asked Supervisors to pull up event on YouTube and check out the stadium and the crowds.
- The Mountain is hurting right now, time for Plan "B" or Plan "OHV". He feels the off-roaders are the money source right now.

2. APPROVAL OF MINUTES

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

A. Board Minutes

Departments: Clerk of the Board

Action: Approve minutes of the Regular Meeting held on January 6, 2015, as corrected.

Johnston moved; Alpers seconded

Vote: 5 yes; 0 no

M15-13

Supervisor Johnston:

- On p. 3 of draft minutes, item #d, under Supervisor Stump's comments, should say, "Thanked Supervisor Johnston for putting up with him for a whole year."
- On p. 10 of draft minutes, item #9e, under the 'Federal' portion of his comments, last bullet point should read, "Item #1g(i) – Discussed issue of access to public lands."
- On p. 12 of draft minutes, under adjournment, should say, "Adjourn at 3:03 p.m. in memory of Bennett Kessler, Inyo County resident and Effie Hershey, Mono County resident, who both recently passed away."

Supervisor Alpers:

- On p. 3 of draft minutes, board reports, first bullet point, should read, "Spoke with Brian Winzenread of Caltrans, District 9, Highway 158 was temporarily closed; asked that County be kept briefed regarding the Alger Creek ice overflow issue. He received calls from constituents regarding this matter."
- On p. 8 of draft minutes, item #9b, under his comment, first bullet point should read, "We have been over this issue repeatedly for a long time."

Supervisor Corless:

- On p. 8 of draft minutes, item #9b, under her comments, second bullet point, should read, "Thinks this is best for County but that conversations with the Town of Mammoth Lakes and other regional entities still need to take place."
- On p. 10 of draft minutes, item #9e, under her comments, add bullet point to read, "She will get her suggested wording changes and typo corrections to CAO Jim Leddy in reference to general changes discussed."

3. RECOGNITIONS - NONE

4. BOARD MEMBER REPORTS

Supervisor Alpers:

- 1/15 – Attended State of the County last week at the Sierra Center Mall conference room; thanked staff for putting this on, it was very professional. Manifestation of where we've been going for past couple years. Impressed with turn out, both regional and local. Hopes we offer some sort of outreach going forward, get information out to people. Looking forward to this being an annual event. It would be very helpful if our local business owners and managers could tailor some of the ideas, concepts and techniques to Eastern Sierra circumstances. Overall, well done and sets the stage for next year's State of the County conference. Our role as county leaders: these are the types of events we need to press on with.

Supervisor Corless:

- ESRC – at meeting 1/14, group worked on wrapping up objectives, standards and guidelines in a framework that will be submitted to the INF. The group does want to request more time for consideration of additional alternatives or language for existing alternatives, so our board and other local elected bodies will likely see a presentation and request for support in Feb. This will also be an item of the upcoming Coll. Planning Team mtg on 1/29.

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

- Town of Mammoth Lakes/Sherwins Area Recreation Plan (SHARP) trails mtg. – good agreement on trails planning in district 5, working with Inyo NF on analysis of trails
- State of the County – great event, incredible turnout. I think this demonstrates tremendous interest in what we're doing—I hope we can use the list to reach out to attendees re: strategic plan and other county initiatives
- Upcoming: Broadband Forum on Thursday; thanks, Nate, for helping me prepare.
- Constituent and neighbor John McGrath on 37 years as a Mammoth Mountain patroller, Monday was his last day.
- Reintroduction of Angela Evans, The Sheet

Supervisor Fesko:

- 1/14 – Attended Agenda Review Committee.
- 1/15 – Attended Mono County State of the County in Mammoth - I had the honor as Chair of the Board to give opening remarks. The turnout was ~200 people. There were people from all of Mono County including many from Inyo. Our staff, Jim Leddy, Alicia Vennos, Jeff Simpson and Greg Newbry did a fantastic job organizing and presenting this function. A big thank you to Kathy Peterson, Jacob Sloane and Jenny Senior for their part in this event. The event presented three presenters discussing things such as funding, advertising promotions, and trends in Tourism.
- 1/16 – Attended a meeting with the Eastern Sierra Recreation Collaborative. This meeting was informative and seems to be moving in the right direction.
- 1/17 – Discussed recreation opportunities with constituents in Walker. Also discussed the possibility of a dog park near the public restrooms in Walker. This area is used quite heavily by tourists on their way thru the County.

Supervisor Johnston:

- Attended State of the County last week; echoes Supervisor Corless' comments; State people (from Ca) didn't realize the impact that Vegas advertising has for us. Should follow up on that with them.
- Yesterday – Met with Julie Hill (along with Supervisor Corless) regarding their proposed sign as well as other Sierra Center Mall issues.

Supervisor Stump:

- Attended the State of the County Event and agreed with the positive comments made by fellow Supervisors. Referenced the Title of the article in The Sheet, "Wishful Thinking", about the event and said that sometimes wishful thinking is necessary for progress to occur.
- Last Friday afternoon participated in a Conference call with Race Communications about their fiber optic / high speed internet projects. County represented by himself, Scott Burns and Nate Greenberg. Received an update on current projects - engineering is close to complete, they will be bring a unified project description to Community Development for permitting soon. Also, the community of Paradise is included in one of Race Communications current grant applications. Originally was under the impression that it was just Swall Meadows in this portion of the County that was included bur Race confirmed that Paradise service is in the grant proposal also.

5. COUNTY ADMINISTRATIVE OFFICE

CAO Report regarding Board Assignments

Receive brief oral report by County Administrative Officer (CAO) regarding work activities.

Jim Leddy:

- **January 14, 2015** – Attended the Mammoth Area of Governments meeting. The group had a presentation from Assessor Barry Beck.
- **January 15, 2015** – The South County Employee Roundtable was held from 8:00 to 8:30

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

am just before the State of the County. 8 people in attendance and the topic of the employee commute effort. ESTA will be emailing directly those employees who participated in the second survey and who voluntarily gave their email addresses.

- **January 15, 2015** – Attended the State of the County. 170plus attendees and great information provided to attendees. Kudos to Economic Development Department for their efforts to make it so successful.

6. DEPARTMENT/COMMISSION REPORTS

Bob Musil (Clerk-Recorder):

- Mentioned small gifts that went out to poll workers and volunteers of the November General Election; gave out same gift to board members; he asked that everyone take part in recognizing those that took their time to help with the election.

7. CONSENT AGENDA

(All matters on the consent agenda are to be approved on one motion unless a board member requests separate action on a specific item.)

A. Approval of Undersheriff At-Will Contract

Departments: County Administrator's Office/Sheriff's Office

Proposed resolution approving a contract with Michael Moriarty as Undersheriff, and prescribing the compensation, appointment and conditions of said employment.

Action: Adopt Resolution #R15-02, approving a contract with Michael Moriarty and prescribing the compensation, appointment and conditions of said employment.

Johnston moved; Corless seconded

Vote: 5 yes; 0 no

R15-02

B. Approval of DA Investigator Chris Callinan's Contract

Proposed resolution approving a contract with Chris Callinan as Deputy DA Investigator and prescribing the compensation, appointment and conditions of said employment.

Action: Approve Resolution #R15-03, approving a contract with Chris Callinan and prescribing the compensation, appointment and conditions of said employment.

Johnston moved; Corless seconded

Vote: 5 yes; 0 no

R15-03

C. Hiring Freeze Variance - Vacancy in Crowley

Departments: Public Works

Due to an upcoming departure in Road Area I (Crowley) there will exist a Maintenance Worker II-III vacancy. Public Works has followed the Mono County protocol to fill the vacancy created. This vacancy is a full-time position in the

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

Crowley area and requires an in-county recruitment first for Public Works Maintenance Worker employees and if no requests to transfer were received then the position would be advertised out-of-county.

Action: Authorize Public Works Director, in consultation with Human Resources, to recruit in-county to fill the upcoming vacancy in Road Area I. If no requests are received in-county then recruit out-of-county to fill same vacancy.

Johnston moved; Corless seconded

Vote: 5 yes; 0 no

M15-14

D. Budget Amendment to Replace Layoffs with Furloughs

Departments: Finance

Budget Amendment to replace layoffs with furloughs.

Action: Approve budget amendments to replace layoffs with furlough budget reductions, recognize additional revenue from the Sheriff's trust, and appropriate difference of \$57,098 from contingencies to balance the overall budget.

Johnston moved; Corless seconded

Vote: 5 yes; 0 no

M15-15

E. 2015 Calendar of Regular Meetings of the Board of Supervisors

Departments: Clerk of the Board

Rule 3 of the Mono County Board Rules of Procedure specifies that: an annual calendar of meetings shall be adopted by the Board at their first meeting in January. The calendar will include all known regular meetings. Any meeting may be canceled upon the order of the Chair, or by a majority of Board members.

Action: Approve proposed calendar of regular meetings for 2015. Cancel meeting regularly scheduled for December 1.

Stump moved; Alpers seconded

Vote: 5 yes; 0 no

M15-16

Supervisor Stump:

- With no meeting December 1st and there being a lot of time between end of November and second meeting in December, suggests an additional meeting in November in lieu of that meeting to keep December 8 reasonable.

Supervisor Alpers:

- Asked Board Clerk to check on past agendas and to work with CAO on the load levels of previous years.
- We can call special meetings whenever we need to.

Supervisor Fesko:

- Concerned about people taking time off over Thanksgiving week.

Bob Musil:

- Happy to look back at past meetings.
- Asked Board to approve agenda item as presented, can always add another meeting.
- Will work with Department heads to remind them of no meeting date on December 1 and

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

to spread their items out.

Supervisor Corless:

- On list that was attached to this item, July should be the 7, 14 and 21 (not 16th).

Supervisor Johnston:

- Would rather have a longer meeting not an additional one.
- The number of agenda items can be managed.
- Community meetings – would like to see about setting up evening meetings, maybe three or so. Can be done as we go forward.

8. CORRESPONDENCE RECEIVED (INFORMATIONAL)

All items listed are located in the Office of the Clerk of the Board, and are available for review.

A. Department of Fish and Game Notice of Completion

Departments: Clerk of the Board

Notice of Completion from the Department of Fish and Wildlife, received January 12, 2015 regarding Phasing of Nonlead Ammunition Requirement.

The Board acknowledged receipt of the correspondence.

Supervisor Johnston:

- The Department of Fish and Game charges us to file Notice of Completion; maybe we should charge them back?

Supervisor Corless:

- Spoke about the baby Condor found (potential benefits of the non-lead ammo).

9. REGULAR AGENDA - MORNING

A. Caltrans Request for Truck Restrictions on SR 108

Departments: County Administrator's Office

(Terry Erlwein, Caltrans) - Presentation by Terry Erlwein regarding truck traffic on State Route 108(Sonora Pass).

Action: Direct county staff to initiate process, as requested by Caltrans to restrict certain types of truck traffic from State Route 108 (Sonora Pass) in Mono County. It is recommended that LTC staff be used to accomplish this.

Alpers moved; Stump seconded

Vote 5 yes; 0 no

M15-17

Jim Leddy:

- Thanked Terry and Ryan of Caltrans for being here.
- Gave introduction and background on item.
- Hadn't heard anything from any other counties.

Terry Erlwein (Caltrans, District 9 truck engineer):

- They are prepared to do as much of the legwork as possible to help.
- Any questions about proposed process?
- District 10 appears cooperative.
- Project location entirely in Mono, we should be able to take lead.

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

Supervisor Corless:

- Asked about CEQA review and who is responsible?
- Public review process – making sure everyone is properly informed.

Ryan Dermody (Caltrans):

- Two steps re CEQA approval, Caltrans would do it, but the County would need to sign off on it.

Scott Burns:

- Feels very confidently that this would be a categorical exemption.
- LTC staff would fall into category where they can do the work.

Supervisor Johnston:

- Caltrans would put up signs?
- Working with other Caltrans District (10), how will that work?
- Feels this is a very good project.
- 10 hours of staff time? County staff or perhaps LTC staff would be better?

Supervisor Stump:

- Asked about the need for other counties to weigh in? In relation to project location?

Supervisor Fesko:

- Economic impact of not doing this is too great. Appreciates this, is in support of this. Thanked Caltrans.
- We should send other Board a letter as information, to let them know.

B. Highway 6 Safety Improvements

Departments: Board of Supervisors

(Supervisor Fred Stump) - Discussion of speed and safety issues along Highway 6 in the Tri Valley portion of Mono County.

Action: 1. Direct staff to work with Caltrans to seek a legislative solution: namely seek a bill to lower the speed limit on the section of Highway 6 which is of concern; 2. Direct staff to monitor the issue and seek enhanced enforcement by California Highway Patrol at current speed limit levels.

Stump moved; Alpers seconded

Vote: 5 yes; 0 no

M15-18

Supervisor Stump:

- Handed out recently received letter to be included as part of packet.
- Request for left turn lane, lower speed and cross walk were discussed at recent meeting.
- Staff to look into 'Safe Routes to School' funding.
- Thinks we should bundle these requests together (left turn lane, reducing speed limit and cross walk).
- Spoke about Benton schools and fact that they will bus many kids to Bishop next year.
- Would like board to consider the legislative remedy of establishing 45 mph speed limit.
- A pedestrian bridge over highway 6, expensive and would take extensive planning.
- Given data received, thinks that this is overdue. Thinks we can be proactive and try to make this happen.

Jim Leddy:

- Interactions between Supervisor Stump and Terry Erlwein of Caltrans, looking at safety.
- We'd have to go to Legislators to allow this to take place.
- Putting together a proposal to the Legislature and trying to find an author. He will be typing a couple pages and seeing if they are interested in carrying it.
- Letter out by end of week and then working with lobbyists to push through.
- There will be a lot less staff time involved than the Hwy 108 project.

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

- The more focused an issue can be, the better.
- Reduction of speed limit alone is cleanest way to go.

Supervisor Alpers:

- Appreciates the need for this, commended Supervisor for taking this on. Dealing with any type of legislature is challenging.

Supervisor Fesko:

- He also understands issue, worried about staff time.

Supervisor Corless:

- Supports this; asked if there were other issues in the county that needs the same support. Address at the same time?

Supervisor Johnston:

- Is an undercrossing feasible?
- Vehicular issues with left turn pocket; also, we have no money. We should add on a request for funding in the legislature; seems it would be a good add on.

Terry Erlwein (Caltrans):

- Can shorten timeline for turning lane.
- The more we try to tack onto the legislation, the less chance of success.

C. Authorization to Apply for the Energy Partnership Program Grant

Departments: CAO, Community Development, Finance, Public Works

(Megan Mahaffey and Vianey White) - The California Energy Commission (CEC) Energy Partnership Program (EPP) offers services to help identify the most cost-effective energy saving opportunities for facilities. There is no cost to participate in the program which offers technical assistance services of up to \$20,000 of the CEC consultant's costs. The EPP is an annual program and there is no cap on the number of submissions for Technical Assistance. \$20,000 in EPP funding covers approximately 150,000 square feet in facility energy audits, depending on the depth with which the County chooses to conduct the audits.

Action: Approve the Energy Partnership Program Resolution #R15-04 and submission of the Energy Partnership Program Grant Application to the California Energy Commission to receive an award of \$20,000 in contract services towards Energy Audits for Mono County Facilities.

R15-04

Megan Mahaffey:

- Gave overview of item and offered general background.
- There is no fiscal impact.
- Expecting something similar as far as energy audits.
- Hoping to maybe move forward with some items before snow flies next year.
- Our dollar will be able to be stretched further due to past work done and experience.

Vianey White:

- Brought additional information relating to grant application package.
- Has copies if Board would like them.
- Discussed potential funding sources.
- Another application can be applied for if not all square footage is covered.
- We will go as far as we can with the \$20,000 and our own buildings; can reapply if necessary.
- Past audits don't give any direction to move forward.
- May get contractors to do work (if not Joe's staff).

Supervisor Johnston:

- Thanked staff; definitely a step in the right direction to becoming energy efficient.

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

- Energy audits – isn't it more than \$20,000?
- Audits of buildings where we lease from another owner – really the landlords, right?
How does that get implemented?

Supervisor Corless:

- Thanked them on their good work.

Supervisor Fesko:

- What happens to energy audits that we've done previously? Are they still good?

Supervisor Stump:

- Asked about Exhibit A – lists every building in county? Is that how square footage was calculated?
- Doesn't include the three housing units county uses?
- CAO's office negotiations for Bridgeport are being taken into account? Take out Crowley and Lee Vining Community Centers (they've both been solarized).

D. Mono County Strategic Planning Update and 2015 Goal setting

Departments: County Administrator's Office

(Jim Leddy) - Presentation by Strategic Planning Steering Committee regarding Mono County Strategic Planning effort.

Action: Move that the Board approve the general framework on the Mono County Strategic Plan; direct staff to circulate draft Strategic Planning document through County regional Planning Advisory Committees for feedback and then return back to Board of Supervisors.

Corless moved; Alpers seconded

Vote: 5 yes; 0 no

M15-19

Jim Leddy:

- Gave background and historical overview of how this planning evolved.
- It is now time to take this back out to the public.

Powerpoint:

- Planning Elements
- Why?
- Employee Internal Engagement.
- Planning Drafts.
- Staff Insight and Early Drafts.
- Draft Integration of Board Identified Issues, Projects and Insight.
- Framework Elements Vision and Mission.
- Framework Elements Strategic Directions.
- Framework.
- Methods, Measurements and Potential Projects.
- Methods.
- Success Measured By.
- Projects.
- All Together – Filtering with Focus.
- Future Efforts with Strategic Directions.
- Keeping a Living Document Alive.
- Public Engagement.
- Huge Thank You to Our Staff.
- Went over Requested Actions: Review Framework, Endorse Framework, Direct staff to seek public feedback on framework, Identify Projects – Focus on 2015.

OTHER COMMENTS:

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

- Recommends parallel track between Supervisors' input.

Supervisor Fesko:

- Although a slow process, it was very thorough and much needed.
- Ball field project in Walker – all promoted with idea that it would promote economic development.
- Kudos to staff.
- Issue of Economic Development, Sustainability, Access – everyone has different pictures and definitions of what those concepts are/mean.
- All communities have different needs. There is a lot of gray in this document. A bit scary to define everything.
- In general thinks framework is good, not going to get tied up on individual projects at the moment. Feels that each district's needs need to be kept in mind.

Supervisor Johnston:

- We are on the right track here doing this type of investment in our staff. We're making it ok for people to give us ideas on how to do things better.
- Mission statement is good.
- Strategic Directions: "Protect Natural Resources and Enhance Public Access" – either take off or revise. We have good public access as far as it's balanced on protecting our natural resources. Mentioned some wording changes under 'methods'.
- Also mentioned details under energy columns.
- Promoting Regional Airport in Bishop (not in our county)? Not something that makes a lot of sense.
- Add more on Digital 395.
- Permanently waive building fees – didn't we come to some sort of agreement on this?
- Expand recreational opportunities?
- Geothermal equipment?
- Improve water quality at Crowley Lake?
- Biomass Feasibility Study – completed. Change wording.
- Really looking at whole health of our communities; it's very broad. Kudos to staff.

Supervisor Stump:

- Complimented Mission Statement – broad enough but still very good.
- Public Access – board may need to define what we agree upon regarding basic constructs and wording used.
- Industrial Solar – agrees with Supervisor Johnston.
- Fiscally sustainable, fiscally cautious – needs to be included elsewhere in plan, not only referring to solar.
- Likes the idea of encouraging communication between staff.
- In looking at what HAS been accomplished already, he's very encouraged. Thanked staff. Agrees we need baseline definition of terms to proceed.

Supervisor Alpers:

- All-encompassing project-easy to get started but to actually put something together like this is miraculous. He thinks what has been done is terrific.
- Very important to get out to RPACS and out to communities right away.
- Creating another filter for Supervisors to go through when they come up with ideas for their districts.
- Overall work that's been done and the engagement of employees and soon to be constituents is great.

Supervisor Corless:

- Is happy to endorse this framework, so much has been done on this.
- Typographical errors that she'll give to Jim Leddy.
- On the 17th when they have workshop, she'll get into the nitty gritty at that time. Appreciates the information provided from the past.
- Realizes that 2014 was a very stressful year for Mono County employees. Important as

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors

- a Board to abide by this plan, to be part of the team creating the Best Mono Imaginable.
- Idea as County as a Convener, maybe fit into Methods page?
- Analyze what we do every day – needs to fit into the Strategic Plan.
- Access issue – agrees with Supervisor Stump.
- Looks very forward to the workshop.

10. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Supervisor Stump:

- Brought up that there is an issue of concern by the Tri-Valley Water Commission – Stacey Simon is working on this. This will be an ongoing discussion. Thanked her.

11. CLOSED SESSION

A. Closed Session--Human Resources

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Marshall Rudolph, John Vallejo, Leslie Chapman, and Jim Leddy. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39--majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Public Safety Officers Association (PSO), and Mono County Sheriff Department's Management Association (SO Mgmt). Unrepresented employees: All.

12. REGULAR AGENDA AFTERNOON- NONE

ADJOURN 11:49a.m.

ATTEST

TIMOTHY E. FESKO
CHAIRMAN

SHANNON KENDALL
ASSISTANT CLERK OF THE BOARD

Note

These draft meeting minutes have not yet been approved by the Mono County Board of Supervisors



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: County Administrator's Office

TIME REQUIRED

SUBJECT 2015 Mono County Legislative
Platform 2nd review

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Proposed 2015 Mono County Legislative Platform (as revised based on previous Board direction).

RECOMMENDED ACTION:

Adopt 2015 Mono County Legislative Platform as revised. Direct staff to distribute to Mono County state and federal legislators as well as schedule legislative visits.

FISCAL IMPACT:

None.

CONTACT NAME: Jim Leddy

PHONE/EMAIL: (760) 932-5414 / jleddy@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

- [2015 Mono County Draft Legislative Platform 2nd Review Cover Memo](#)
- [2015 Mono County Draft Legislative Platform v3](#)

History

Time	Who	Approval
1/13/2015 2:31 PM	County Administrative Office	Yes
1/29/2015 4:50 PM	County Counsel	Yes
1/14/2015 11:38 AM	Finance	Yes



COUNTY OF MONO

P.O. BOX 696, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5410 • FAX (760) 932-5411

Jim Leddy
County Administrative Officer
Acting Director of HR

February 3, 2015

To: Honorable Chair and Members of the Board of Supervisors
From: Jim Leddy, County Administrative Officer
Stacie Klemm, Office Manager

SUBJECT: 2015 Mono County Legislative Platform Draft

RECOMMENDATION:

- 1) Review proposed updated draft 2015 Mono County Legislative Platform as reviewed from the Board on January 6th, 2015;;
- 2) Direct for any additional adjustments;
- 3) Adopt 2015 Mono County Legislative Platform as amended if Board concurrence;
- 4) Direct staff to distribute to Mono County state and federal legislators as well as schedule legislative visits.

FISCAL IMPACT: There is no fiscal impact from adopting the Platform.

DISCUSSION: In January 2014, the Board of Supervisors adopted the first ever Mono County Legislative Platform to strengthen the County's advocacy at the state and federal level. This Platform was developed by soliciting feedback from County staff and brought before the Board for review on December 2013 and for final adoption on January 14, 2014. On January 6, 2015, the 2015 Draft Platform was brought before the Board.

The updated draft attempts to address the consensus of the Board and empower the Board and staff to act on issues.

On January 6th the Board of Supervisors reviewed the draft and directed a series of changes reflected in the track change version which is the attachment to this item. Legislative Platforms are intended to be living documents which change as the strategic goals of the organization are achieved and as unanticipated items arise during a state or federal legislative session. Items uncovered by the Platform and which the County should address, will be handled in the same manner as they have been in the past, by bringing the issue before the Board for public dialogue and Board direction. To ensure this platform remain relevant, it is further recommended the Platform be reviewed, updated and adopted annually.

Staff is recommending adoption at this time.

If you have any questions please contact me at (760) 932-5414 or jleddy@mono.ca.gov.



Mono County

2015 State and Federal Legislative Platform

Draft 2.0

Reviewed and adopted by the Mono County Board of Supervisors

XX, 2015

Mono County Board of Supervisors

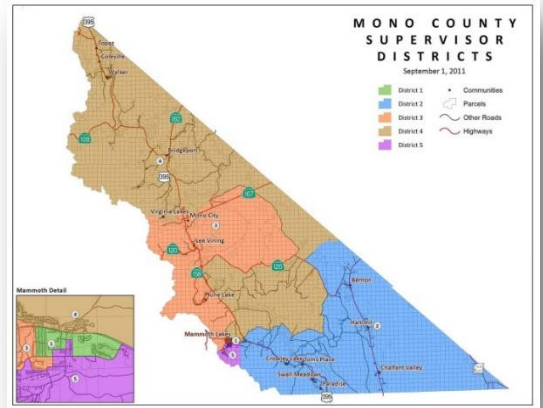
Larry Johnston District 1

Fred Stump District 2

Tim Alpers..... District 3

Tim Fesko District 4

Stacy Corless..... District 5



Jim Leddy
County Administrative Officer
PO Box 696
Bridgeport, CA 93517
Tel: (760) 932-5410
Email: jleddy@mono.ca.gov

Table of Contents

	Page No.
Introduction	4
General Guidelines.....	6
State Priorities.....	7
Protect County Revenue Sources	7
Encourage Regulation Relief/Reform	7
Natural Resources and Agriculture.....	7
Public Safety & Criminal Justice	8
Transportation	9
Administrative Support & Fiscal Services	10
Health and Human Services.....	10
Federal Priorities.....	12
Support Funding/Program Preservation.....	12
Natural Resources and Agriculture.....	13
Endangered Species	14
Public Safety & Criminal Justice	14
Transportation	14
Health Reform.....	14
County Attractions	16
Elected Officials.....	18

Introduction

Mono County, California, is a rural county situated between the crest of the Sierra Nevada Mountains and the California/Nevada border. Accessed by state-designated Scenic Byway US Highway 395 which weaves its way north-south, Mono County is 108 miles in length, and has an average width of only 38 miles. With dramatic mountain boundaries that rise in elevation to over 13,000 feet, the county's diverse landscape includes forests of Jeffrey and lodge pole pine, junipers and aspen groves, hundreds of lakes, alpine meadows, streams and rivers, and sage-covered high desert. The county has a land area of 3,030 square miles, or just over 2 million acres, 94% of which is publicly owned. Much of the land is contained in the Inyo and Humboldt-Toiyabe National Forests, as well as the John Muir and Ansel Adams Wilderness areas. As a result, Mono County offers vast scenic and recreational resources, and has unsurpassed access to wilderness and outdoor recreation and adventure.



The county is home to, and named after Mono Lake, which is a large high-desert saline lake with intriguing limestone tufa formations, and is a vital habitat for millions of migratory and nesting birds. Mono Lake is just one of the reasons that Mono County was listed in the "Top 10 U.S. Destinations to Visit" in 2013, by pre-eminent travel guide publisher, *Lonely Planet*, along with the historic gold rush

town of Bodie, which during its heyday in the late 1800's was home to as many as 10,000 people, and is now maintained in a state of "arrested decay" for the public to come and enjoy. The travel guide also called out Devils Postpile National Monument, which stretches 60 feet into the sky like a giant stone pipe organ and is one of the world's finest examples of columnar basalt. Yet another natural wonder, Yosemite National Park is only 12 miles from Lee Vining and Mono Lake; the park's east entrance gate is located at the top of Tioga Pass, which is open seasonally from mid-May to early November.

Chris Tinker/Mono County Tourism/ Mono Lake

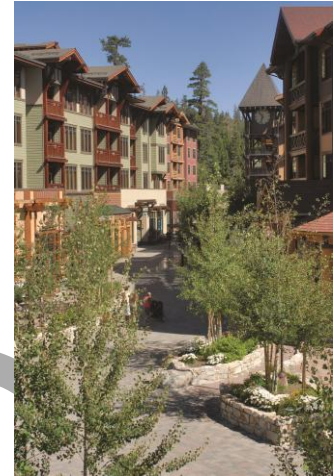
1800's was

Mono County has several small towns and charming villages, each with their own scenic beauty, year-round recreational opportunities, natural and historical attractions, and unique characteristics. The County seat is proudly located in Bridgeport where the original courthouse is the second oldest in the state to be in continuous use. The only incorporated town in the county is Mammoth Lakes, which is located at the base of world-renowned Mammoth Mountain Ski Area, with a summit of 11,053 feet, over 3500 skiable



Alekos McKee/Mono County Tourism/ Bodie

acres, 28 lifts, and an average of 400 inches of snowfall annually. Approximately 7,500 people reside in the Mammoth Lakes area year-round, but during the peak winter season, the population swells to over 35,000 when visitors from around the state, country and world come to ski and snowboard and take part in many other winter activities. Sister resort, June Mountain, just 20 miles north of Mammoth, offers uncrowded, wide-open slopes and a more peaceful, family-friendly alternative to busier ski areas.



Mammoth Mountain Ski Area

Summer, however, is when Mono County really shines. The region offers countless miles of alpine hiking, superb trout fishing at dozens of well-stocked lakes, streams and rivers, kayaking, cycling, horseback riding, golfing and endless warm-weather adventures. Photographers flock to the county in September and October when it is almost impossible to take a bad photo of the fall color that lights up the Eastern Sierra landscape. *Sunset Magazine* named Mono County one of the “Top 5 places to Hike” in autumn and *TravelAndLeisure.com* listed Mono County as one of “America’s Best Fall Color Drives.” A wide variety of lodging, restaurants and shops are available throughout the county, and commercial air service to Mammoth Yosemite Airport, just a 10 minute drive from the Town of Mammoth Lakes, is available from Los Angeles, San Francisco, Orange County and San Diego on Alaska and United Airlines throughout the winter, and from Los Angeles in summer and fall.

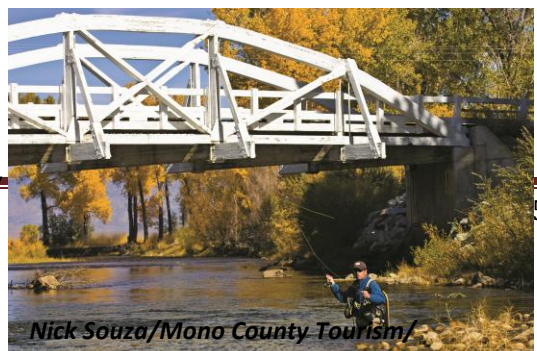


Gen Newlry/ Bridge & Valley



Nick Souza/Mono County Tourism/ Antelope Valley

Shutterstock/June Lake



Nick Souza/Mono County Tourism/

platform

5

State and Federal General Guidelines

The Mono County Board of Supervisors supports the general guidelines set forth below. County staff will apply these guidelines in evaluating State and Federal legislation, as well as executive and regulatory actions. It is the Board's objective to implement these guidelines.

To support the County's service to the community, the County should:

- Support legislative and budget efforts that protect and/or enhance local governments revenues, maximize the County's access to state and federal funding sources, and/or increases local funding flexibility;
- Oppose any effort to balance the state budget through the taking of local government resources;
- Support legislation that protects the County's quality of life, its diverse natural resources, and preserves the essence and history of the County;
- Support legislation that provides tax and funding formulas for the equitable distribution of state and federal monies while opposing attempts to decrease, restrict or eliminate County revenue sources;
- Support legislation and budget action which provides additional and continuing funding for local road infrastructure, including complete street features;
- Oppose legislative and administrative actions which would create federal unfunded mandates and/or preempt local decision making authority;
- Support legislation that realigns governmental services in such a manner as to improve the delivery of services and make government more accountable to the people;
- Support the promotion of tourism, filming, and a diversified local economy in the Eastern Sierra in order to achieve strong economic growth and prosperity;
- Continue to support legislation that honors our veterans for their service to our country;
- Support efforts that further the goals outlined in the County's Strategic Plan (once developed and adopted).

State Priorities

1. **Protect County Revenue Sources** - Many County programs are at risk due to the instability of State and Federal funding. The Board supports efforts to sustain funding enabling continuation of critical programs for Mono County's constituents.
2. **Encourage Regulation Relief/Reform** – Given government downsizing at all levels, the Board supports efforts to achieve responsible regulation relief in the following areas:
 - a. **California Environmental Quality Act (CEQA) Reform** –Support legislative reforms to CEQA to simplify and streamline local permit processing, while still protecting the environment. Exemptions to CEQA, such as for infill development, should apply to the smaller communities of Mono County as well as urban areas. Reforms should also avoid the abuse of CEQA for non-environmental issues, such as recent non-environmental motivations.
 - b. **Permit Streamlining** – Support collaborative State involvement in local planning and permitting, rather than oversight roles that add duplicative or redundant reviews (i.e. Mines and Geology, Housing and Community Development). Continue to support efforts for single permit issuance where multiple agencies regulate (i.e. wetlands permit).
3. **Natural Resources and Agriculture**
 - a. **Sustainable Funding for State Parks** – Continue to support measures to sustain our State parks for the continued enjoyment of visitors and local residents alike. Closure or underfunding of these parks would result in a significant negative economic impact on our County as tourism is one of our most important economic drivers.
 - b. **Protect our Communities from Forest Fires** – Continue to support measures to address forest fire prevention policies and programs in both private and public lands. Continue to seek funding for legislation that supports these goals. Support RCRC efforts to gain additional federal fire management resources. However, Mono County does not support the State Responsibility Area Fee (SRA) as it does not advance the efforts to protect rural communities from forest fires.
 - c. **Ensure full funding of Department of Fish and Wildlife Hatchery and Inland Fisheries Program (AB 7- 2006)** – In 2006, AB 7, dedicated by law 33 and 1/3% of all sport fishing licenses fees to be used for adequate stocking of Department of Fish and Wildlife Hatcheries. Beyond the funding dedication, AB 7 dictated the size of fish to be stocked. Recent DFW actions as well as state budget actions have reduced the size of the stocking fish and not fully directed the fee funding to

this program. Mono County supports the original intent including all of the funding being directed to the hatchery program and the fish size as described in the original legislation.

- d. **Support Bio-energy Action Plan** - Mono County supports the ongoing commitment of the California Energy Commission to the 2012 Bio-energy Action Plan, which has resulted in working groups such as the California Biomass Collaborative and legislation like SB 1122. We encourage the various state agencies involved to continue evolving this field of work to produce cleaner, more affordable technology based on sustainable and healthy forestry principles in a manner that benefits rural Sierra economies. In particular, Mono County has encouraged state agencies, such as the Sierra Nevada Conservancy (SNC) and California Energy Commission (CEC) to provide funding for project scoping and planning. Determining a suitable site with a biomass supply that is sustainably available and generating community support is critical to a project's success, but funding for these activities is currently limited. In 2015, a Feasibility grant was received by County from the SNC.

Mono County remains supportive of this efforts and support state funding for construction and ongoing maintenance of these facilities should they come online.

- e. **Support legislation that promotes, protects, or facilitates the sustainability of our local agriculture** - Mono County agriculture is an important local economic driver, provides jobs, and contributes to the open-space landscape that draws visitors. Reinstate Williamson Act subventions and continue to develop alternative funding measures, such as the Strategic Growth Council's Sustainable Agricultural Lands Conservation Program.

4. **Public Safety and Criminal Justice**

- a. **Encourage Efforts to Combat Illegal Trespass due to Marijuana Cultivation** - Instances of illegal trespass and violent crimes on both public and private lands place our residents, visitors, and law enforcement officers at risk. The County will advocate for solutions to stem illegal marijuana cultivation in all areas of the County by working with private property owners, the U.S. Forest Service, the Bureau of Land Management, the California State Board of Forestry and Fire Protection, the California Department of Parks and Recreation, and other regulatory entities to address this problem. The County also supports fines that cover the cost of site clean-up and restoration to mitigate for the impacts to the land, water quality and quantity.
- b. **State Realignment & Cost-Shifts** - Continue to ensure successful implementation of the broad array of programs transferred to county jurisdiction under the 2011

Public Safety Realignment. Including appropriate distribution of AB 109 funding. Support state policy changes that will allow for greater administrative and program flexibility for County programs associated with this shift of responsibility.

- c. **Rural Fire Districts** - The population of Mono County is highly rural and dependent upon voluntary associations that provide basic emergency services. These volunteer fire districts provide services to residents, tourists, and are often the first responders to accidents. Support relief for rural fire districts.

5. Transportation and Infrastructure

- a. **Support legislation and budget action which provides additional and continuing funding for local road and county facility infrastructure.**

- i. **Support rehabilitation of the Bodie Road (Highway 270)** - Our County economy is based on tourism and one of the main attractions in the Bridgeport area is Bodie State Historical Park. Currently the unpaved section of State Highway 270 which connects the park to Highway 395 is in disrepair. The Board and staff have been collaborating with State Parks to advance the efforts to improve this section of the Bodie Road. Seek legislation/state budget funds to support state repair and ongoing maintenance of State Highway 270 to Bodie as well as ensure funding for this effort.
- ii. **Support Early Sierra Pass Openings** - Another main attraction for tourists in the Eastern Sierra is Yosemite National Park. It is vital for Mono County tourism that all trans-Sierra passes including Tioga Pass (State Route 120), Sonora (State Route 108) and Monitor (State Route 89) are open by Memorial Day, allowing spring holiday travelers access to the park from the eastside. In the past, ensuring timely snow removal has required collaboration between Caltrans, the County and in the case of Highway 120 the Yosemite National Park and the County. Each agency currently provides funding, equipment and personnel for various sections of the road. Seek legislation that ensures State and Park responsibility and timeliness for their sections of the road, allowing county funds to be used for County roads.

- b. **Support state resources for county compliance with California Air Resources Board (CARB) Emissions Standards** – In order to meet the CARB requirements for improving air quality in California, under current state law Mono County will need to replace most of our fleet of heavy duty diesel equipment. Current replacement schedules show this would be a significant cost to the County (estimated at \$16 million in 2014) by 2028. Support legislation extending the

compliance deadline in rural counties for replacement of on-road and off-road heavy duty diesel equipment. Support exemptions for rural counties that do not have air quality problems or the resources to meet regulatory requirements and encourages financial assistance from the State Air Resources Board to foster compliance.

6. Administrative and Fiscal Services

- a. **Support resources for improving county record keeping services and election administration and monitor legislation that may impact the following:**
 - i. 1) recording fees and process, and recorded documents;
 - ii. 2) vital statistic fees and process;
 - iii. 3) public records;
 - iv. 4) unfunded mandates;
 - v. 5) vote-by-mail, voter registration, election management systems, elections process, and election equipment.
- b. **Support Williamson Act Funding** - The State of California has eliminated funding for the Williamson Act (the California Land Conservation Act). Mono County, like most other rural counties, is dependent on State funding to offset the loss of property tax revenue to the County. This program has been hugely beneficial to our agricultural county. Support legislation and budget language that seeks full funding of the Williamson Act.
- c. **Support the full funding of all Payment in Lieu of Taxes (PILT)** - Support legislation and budget efforts that continue to maximize the PILT revenue from the federal and state government to counties and continues full funding of PILT without restrictions beyond the current authorization.

7. Health and Human Services

- a. **Ensure State and Federal Healthcare Reform has equitable funding formula for rural counties** - In 2014, Implementation of Affordable Care Act (ACA) began, it is vital that local government funding streams reflect equitable distribution formulas to service our rural constituents. Securing adequate funding to sustain health care reform measures is important to Mono County. Key issues include:
 - i. Medi-Cal expansion and funding for these mandates
 - ii. The 1991 Realignment allocation/amounts
- b. **Support the streamlining of the Medi-Cal administration and improve access to health coverage for uninsured families.**

- c. **Support greater federal and state resources for identifying and resolving cases of abuse and neglect of elder and dependent adults**, including financial abuse of this vulnerable population, and tracking the incidence of elder abuse and neglect in order to inform policy responses.
- d. **Support the establishment of a Foster Parent and Kinship Care Recruitment, Retention and Support fund to be administered through local child welfare services (CWS) agencies** and would be dedicated to the recruitment, retention and support of relative caregivers and licensed foster parents so that they may provide stable, loving homes for children in the foster care system.
- e. **Support the state and federal resources to increase statewide capacity in the Adult Protective Services (APS) program to protect and serve seniors and dependent adults who are victims of abuse and neglect.** Specifically providing additional resources for a statewide training system for APS staff, and supporting staffing in the California Department of Social Services to provide leadership and support to county APS programs).

Draft 20

Federal Priorities

1. **Support Funding/Program Preservation** – Support legislative, regulatory and budget efforts that protect and/or enhance local governments’ revenues, maximize the County’s access to federal funding sources, and/or increase local funding flexibility. Oppose legislative and administrative actions that would create federal unfunded mandates and/or preempt local decision making authority.
 - a. **Ensure Affordable Care Act (ACA) funding maintained for local governments** – Support the Prevention and Public Health Fund of the ACA, the nation’s first dedicated mandatory funding stream for public health and prevention activities, which support Mono County health care services to underserved residents.
 - b. **Support federal funding for Housing and Economic Development Programs** – support the highest possible funding level for key federal housing and economic development programs, including the Community Development Block Grant (CDBG).
 - c. **Support local efforts to develop alternative energy** sources including but not limited to appropriately biomass, solar, wind and geothermal power generation while ensuring infrastructure does not degrade the County’s quality of life, diverse natural resources or essence and history.
 - d. **Support funding for Broadband Deployment through the funding of infrastructure projects and grant programs, allocation of resources to broadband planning, advisory, or support oriented organizations** - Mono County is a rural California county in which most of our communities and constituents lack access to high-speed Internet. Though improving in the region through the Digital 395 Project, Mono County communities and residents still face barriers to connectivity. Having access to federal funds is critical, as infrastructure projects in much of the area are typically cost prohibitive, and do not yield a significant enough return based on the small population.
 - i. Support legislation that provides funding for infrastructure projects and adoption/education efforts.
 - ii. Advocate for programs and efforts that move to improve the accuracy of metrics used to represent the current state of broadband in Mono County. Maintain an internal set of metrics based on best available information and knowledge.
 - e. **Support legislation that promotes, protects, or facilitates the sustainability of our local agricultural** - Mono County agriculture is an important local economic

driver, provides jobs, and contributes to the open-space landscape that draws visitors.

- f. **Support Economic Development Resources –**
 - i. **Ensure access to federal public lands which supports Mono County’s tourism** and ensures funding and management directives for federal land agencies that facilitate the planning, building and maintenance of infrastructure for sustainable recreation and travel on public lands.
 - ii. **Maintain and support access to small business capital for local business development through the Small Business Administration.**
 - iii. **Support economic development efforts that augment and promote business retention and expansion, as well as to create an environment conducive to new business attraction.**
 - iv. **Support the funding of efforts to bolster fishing and other recreational activities such as funding for the Lahontan Cutthroat Trout Recovery Program.**
 - v. **Support efforts to attract and encourage commercial filming opportunities to the region.**
- 2. **Natural Resources and Agriculture –** Support legislation that promotes agriculture and that protects the County’s quality of life, its diverse natural resources, and preserves the essence and history of the County.
 - a. **Support Forest Fuels Reduction and Management Efforts** - with 94% of Mono County publically owned, much of which is covered with high fuel loads, fuels reduction is a major concern for Mono County and its communities. Continue to seek funding for priority fuel reduction projects around Mono County communities and key tourist resources through local fire safe councils and public agencies.
 - b. **Support control and mitigation for the spread of invasive species to protect, conserve and restore public and private lands**
 - c. **Support Biomass Project Development –** Support legislation that encourages the US Forest Service (USFS) to continue actively promoting and assisting with biomass project development. For instance, the USDA biomass grant is critical to

funding engineering and design for a somewhat high-risk venture, and is directly related to the USFS's multiple-use mission which requires healthy forests.

3. **Endangered Species – Support a balanced approach of the implementation of endangered species regulation with impacts to the economy and communities of Mono County.** Mono County is fortunate to have a rich natural heritage which should be conserved, and supports the need to protect and recover imperiled species. At the same time, these conservation measures must be weighed and balanced against impacts to the fragile rural economy and local communities, and every effort must be made to protect private property rights and avoid detrimental impacts to County residents. The species below only include those known or anticipated to be listed, and any other listings that may arise should be analyzed carefully.
 - a. Monitor designation of critical habitat for the Yellow-Legged Frog and Yosemite Toad and minimize local impacts as the Recovery Plan is developed – Critical habitat designation is expected in early 2015; engage as necessary in the development of the USFWS recovery plan to ensure threats are accurately and realistically addressed while minimizing impacts to the economy and communities of Mono County.
 - b. **Continue working with Bi-State partners to prevent the need to list the Bi-State sage-grouse** Support continued participation by federal agencies in a collaborative process to address Bi-State Sage-Grouse listing and conservation efforts. A current USFWS listing proposal recommends over 82% of our small private land base to be included within critical habitat for the sage-grouse.
 - c. **Monitor Pacific Fisher listing process** – A proposal has been issued for the fisher, which does not currently occur in Mono County.

4. **Public Safety & Criminal Justice**

- a. **Support full funding of Byrne Justice Assistance Grants** – Support the preservation of funding levels for existing safety programs such as the Byrne Justice Assistance Grant (Byrne/JAG) Program and oppose efforts to reduce or divert funding away from these programs.

5. **Transportation**

- a. **Ensure federal transportation formulas support rural road infrastructure** - Mono County has concerns regarding the continued implementation of the federal surface transportation reauthorization program, known as the Moving Ahead for Progress in the 21st Century Act or MAP-21. Mono County relies on the network of state highways and locally maintained roads to link residents to essential services. Transportation funding formulas should provide funding

protections or guarantees for California's rural transportation system and reflect that rural counties lack viable means to fund larger projects that provide statewide benefit. We should advocate for formulas that distribute federal funds to support local transportation priorities.

- b. **Support efforts to protect the Highway Trust Fund** and support programs that provide funding for local roads, bridges, and transit initiatives including pedestrian and bicycle systems.
- c. **Support the full funding of all Payment in Lieu of Taxes (PILT)** - Support legislation and budget efforts that continue to maximize the PILT revenue from the federal and state government to counties and continues full funding of PILT without restrictions beyond the current authorization.
- d. **Support full funding of the Secure Rural Schools program** – These funds are critical to Mono County in that they provide funding for both the Mono County Office of Education programs but also they support road maintenance to ensure students can get to and from school on County roads.

6. Health Reform

- a. **Oppose efforts to reduce federal funding for Medicaid administration or benefits.**
- b. **Adult and Disability Services**
 - i. Appropriate \$100 million authorized under the Elder Justice Act to support state and county adult protective services programs.
 - ii. Restore full funding for the Social Services Block Grant, which in California is used primarily to augment county and state funded in-home supportive services for elderly and disabled persons, and to coordinate services to children with disabilities.



mono county

california's eastern sierra

Mono County Tourism

Alicia Vennos
avennos@mono.ca.gov
1-800-845-7922
760-924-1743 Office

East River PR

Katie Shaffer
katie@eastriverpr.com
530-214-8790 Office
530-559-5330 Cell



ROCK CREEK'S LITTLE LAKES VALLEY

Come see why Mono County is one of *Lonely Planet's* prestigious "Top 10 U.S. Destinations" to visit in 2013.

Situated in the heart of California's Eastern Sierra, Mono County is a land of dramatic mountain backdrops, high plains, and countless clear lakes, streams, and rivers. Over 3,000 square miles in size, Mono County is well-known for its vast scenic and recreational resources. Much of this land is contained in the Inyo and Toiyabe National Forests, and the Ansel Adams, John Muir, and Hoover wilderness areas. Access to hiking, fishing, biking, skiing, horseback riding, fall colors, uncrowded campgrounds, amazing music festivals, and much more is found just off of scenic US Hwy. 395, which stretches the length of the County, 120 spectacular miles from Bishop, California to the Nevada border.

top attractions

YOSEMITE NATIONAL PARK

Drive California's highest pass - just 12 miles from Lee Vining to Yosemite's east entrance - to witness ten-story waterfalls, enjoy world-class rock climbing and hiking, and more (summer only). Contact: www.nps.gov/yose or 209-372-0200. For bus service: www.Yarts.com.

BODIE STATE HISTORIC PARK

Bodie is preserved in a state of "arrested decay," so keep an eye out for spirits roaming the once-wild streets of this genuine gold-mining ghost town. Contact: www.parks.ca.gov or www.BodieFoundation.org or 760-647-6445.

MONO LAKE

Paddle a canoe around volcanic islands (don't worry, they're dormant!) and tufa towers, which are natural limestone formations created by the ancient lake's salinity. Learn more at Mono Basin Scenic Area Visitor Center, 760-647-3044, or the Mono Lake Committee, www.MonoLake.org or 760-647-6595.

DEVILS POSTPILE NATIONAL MONUMENT

Located near Mammoth Lakes, Devils Postpile is the world's finest example of columnar basalt formations: 760-924-5500.



mono county towns and communities

BENTON HOT SPRINGS

Soak in natural hot springs that are temperature regulated in this historic stagecoach station.

BRIDGEPORT

Home of the county seat, the classic whitewashed wooden courthouse has been in use since 1880. Just outside of Bridgeport, Twin Lakes, Virginia Lakes and Bridgeport Reservoir offer fishing and hiking all summer long.

CONVICT LAKE / MCGEE CREEK

Dramatically situated under towering Mt. Morrison, Convict Lake is loved by anglers, hikers, and wedding parties! Catch wildflowers or fall colors at McGee Creek Canyon.

CROWLEY LAKE

Fishing season opener's home base, this expansive lake offers world-class trout fishing.

JUNE LAKE

Tucked away at the base of 10,909-ft Carson Peak, June Lake is a scenic mountain hideaway. Well-known for trout fishing and brilliant fall colors, the June Lake Loop is a snowy retreat in winter. June Mountain Ski Area re-opens December 2013, with free lift tickets all winter for kids age 12 and under.

LEE VINING

Overlooking dramatic Mono Lake, Lee Vining is the gateway town to Yosemite National Park - just 12 breathtaking miles up Tioga Pass Road.

MAMMOTH LAKES

Mammoth Mountain Ski Area consistently ranks as one of the top winter sports destinations in North America. In the town of Mammoth Lakes, you'll find quaint shops, gourmet restaurants and accommodations from cozy cabins to four-star luxury hotels.

ROCK CREEK / TOM'S PLACE

Famous for the beautiful Little Lakes hiking trail, fall colors, and home-made pie.

TOPAZ

Home to Topaz Lake, which boasts a nine month fishing season (and big cash derby!), it's minutes from a Nevada casino.

WALKER AND COLEVILLE

Ranch towns in the northern part of the county, Walker and Coleville host California's only ATV Jamboree!

getting to california's eastern sierra

FLY TO THE EASTERN SIERRA!

Daily air service to Mammoth Yosemite Airport (MMH) is available on Alaska Airlines and/or United Airlines from Los Angeles, San Francisco, Orange County, and San Diego.



DRIVE

Mono County is within a scenic 5-7 hour drive from Los Angeles, San Francisco and Las Vegas. Northern Mono County is only 1.5 hours from Reno/Tahoe International Airport.

DRIVING DISTANCES AND TIMES

Reno	2.5 hours	140 miles / 225 km
San Francisco	5.5 hours	250 miles / 402 km
Los Angeles	5.5 hours	330 miles / 531 km
Sacramento	4 hours	220 miles / 354 km
Las Vegas	5.5 hours	340 miles / 547 km
Yosemite Valley	2 hours	75 miles / 121 km

All mileage and times are from Lee Vining, CA



amenities for visitors

LODGING

With more than 140 hotels, motels, bed & breakfast inns, cabins and campgrounds, Mono County has a diverse lodging base - truly everything from deluxe spa hotels to rustic cottages and scenic RV parks.

DINING

All that fresh air and adventure will have visitors needing fuel. There are over 100 restaurants, cafes, pubs and bakeries to choose from throughout Mono County, with options ranging from traditional comfort food to delicious ethnic cuisine and fine dining.

SHOPPING

If you are looking for Macy's, you won't find it in Mono County. Our shopping experience is more about bait, gloves and woolly buggers! However, with approximately 125 stores to browse through, you'll find lots of intriguing shops - art galleries with Eastern Sierra-inspired visions, and Native American crafts and western wear that will bring out everyone's inner Wild West.

NEW FOR WINTER 2014

June Mountain opens December 13, 2013 with a wallet-friendly, new program: Kids 12 and under ski and snowboard FREE all winter, no restrictions. Anglers will be excited to learn that as of March 1, 2014, the West Walker River is open for year-round, catch-and-release fishing. Year-round regulations apply.

top eastern sierra activities

SUMMER ACTIVITIES

Hiking & Backpacking
Fishing
Camping
Mountain Biking and Road Cycling
Kayaking and Canoeing
Stand-up Paddleboarding
Rock Climbing
Horseback Riding
ATVs / Off-Highway Vehicles

WINTER ACTIVITIES

Skiing & Snowboarding
Cross Country Skiing
Snowshoeing
Snowmobiling
Dog-Sledding
Sledding and Tubing
Ice Skating
Ice Climbing

2014 event highlights

June Lake Winter Festival	June Lake	Jan 24-25
June Lake Snowmobile Poker Rally	June Lake	Feb 28 - Mar 1
Mammoth Winter Biathlon	Mammoth Lakes	Mar 21-23
Eastern Sierra ATV/UTV Jamboree	Walker	Jun 10-14
Mono Basin Bird Chautauqua	Lee Vining	Jun 20-22
Mammoth Motocross	Mammoth Lakes	Jun 20-29
Jazz Jubilee	Mammoth Lakes	Jul 16-20
Old-Fashioned 4th of July	Bridgeport	Jul 3-6
June Lake Triathlon	June Lake	Jul 12
Festival of Beers & Bluesapalooza	Mammoth Lakes	Jul 31 - Aug 3
Friends of Bodie Day	Bodie	Aug 9
Ghosts of the Sagebrush Tour	Lee Vining	Aug 22-23
Founder's Day	Bridgeport	Aug 29 - Sept 1

For the latest news, events info, FREE Visitor Guide, and Mono County Travel Blog - visit us online at www.MonoCounty.org and on Facebook at www.Facebook.com/VisitEasternSierra.

Elected Officials

Elected State Representatives:

<p>Assembly member Frank Bigelow 5th Assembly District State Capitol, Suite #4116 Sacramento, CA 94249-0005 Phone: (916) 319-2005 Fax: (916) 319-2105 Website: http://arc.asm.ca.gov/</p>	<p>Senator Tom Berryhill 14th Senate District State Capitol, Room 3076 Sacramento, CA 95814 Phone: (916) 651-4014 Fax: (916) 651-4914 Website: http://district14.cssrc.us/</p>
<p>Governor Jerry Brown c/o State Capitol, Suite 1173 Sacramento, CA 95814 Phone: (916) 445-2841 Fax: (916) 558-3160 Website: http://gov.ca.gov/</p>	

Elected Congressional Representatives:

<p>Senator Barbara Boxer United States Senate 112 Hart Senate Office Building Washington, D.C. 20510 Phone: (202) 224-3553 Fax: (202) 224-0454 Website: http://www.boxer.senate.gov/</p>	<p>Senator Dianne Feinstein United States Senate 331 Hart Senate Office Building Washington, D.C. 20510 Phone: (202) 224-3841 Fax: (202) 228-3954 Website: http://www.feinstein.senate.gov/</p>
<p>Congressman Paul Cook 8th Congressional District 1222 Longworth House Office Building Washington, DC 20515 Phone: (202) 225-5861 Fax: (909) 797-4997 Website: http://cook.house.gov/</p>	



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: County Administrator's Office/County Counsel's Office

TIME REQUIRED

SUBJECT 2015 Mono County Board of
Supervisors Rules

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Proposed 2015 Board of Supervisors Rules of Procedure (as revised based on previous Board direction).

RECOMMENDED ACTION:

Adopt Board Rules of Procedure (as revised). Direct staff to schedule review for January, 2016.

FISCAL IMPACT:

There is no fiscal impact of the adoption of Board Rules.

CONTACT NAME: Jim Leddy

PHONE/EMAIL: (760) 932-5414 / jleddy@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

- [2015 Mono County Board of Supervisors Rules of Procedure 2nd Reading Cover memo](#)
- [2015 Mono County Board of Supervisors Rules of Procedure 2nd reading Draft](#)

History

Time

Who

Approval

1/28/2015 9:50 AM	County Administrative Office	Yes
1/29/2015 4:53 PM	County Counsel	Yes
1/28/2015 8:14 AM	Finance	Yes



COUNTY OF MONO

P.O. BOX 696, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5410 • FAX (760) 932-5411

Jim Leddy
County Administrative Officer

February 10, 2015

To: Honorable Chair and Members of the Board of Supervisors
From: Jim Leddy, County Administrative Officer
Marshall Rudolph, County Counsel

SUBJECT: 2015 Mono County Board of Supervisors Rules of Procedures, 2nd Reading

RECOMMENDATION: Second review of proposed 2015 Mono County Board Rules of Procedures and provide direction to staff.

FISCAL IMPACT: None

DISCUSSION: Section 25300 of the Government Code enables the Board of Supervisors to make and enforce rules and regulations necessary for the government of the Board, the preservation of order, and the transaction of business. The Board's rules were first adopted on February 6, 1978 and most recently updated on January, 14, 2014.

Attached for the Board's consideration is the updated draft Mono County Board Rules of Procedures with the recommended changes as requested. The Rules as drafted are consistent with law and generally reflect current practices of the Board. Once adopted, the new rules will supersede and replace all rules of procedure previously adopted by the Board.

The items that the Board identified for change include:

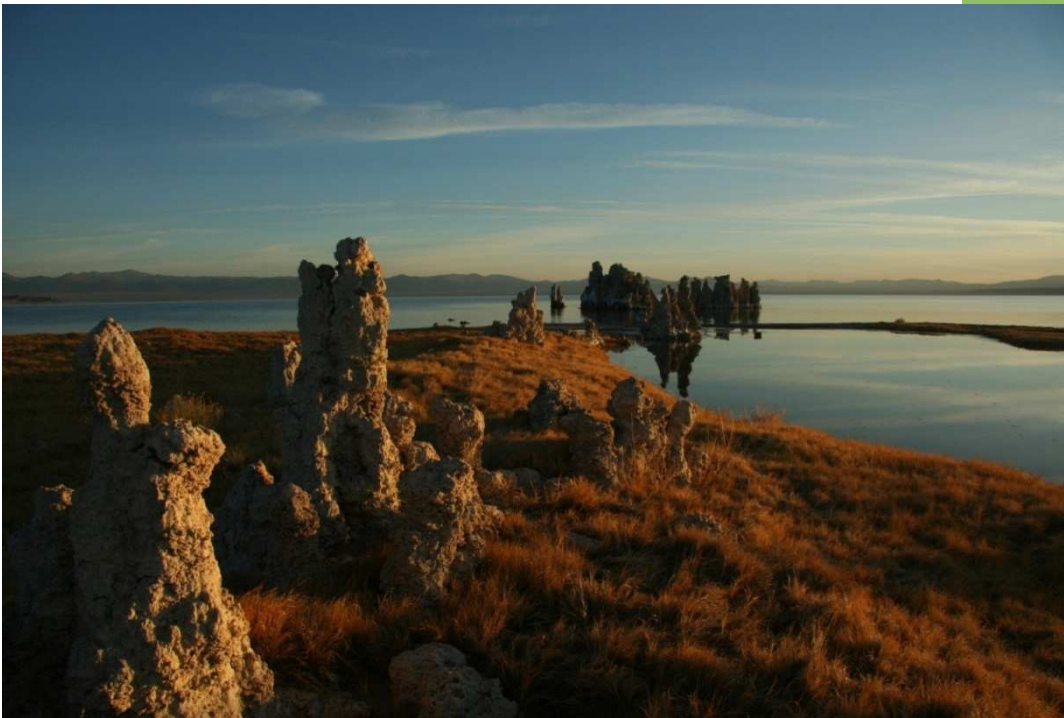
- Page 2 – adding Chair Pro Tempore to Rule 7 title;
- Page 10 – substitution “shall” to “may” for staffing provision and clarification by the addition of term “created” to clarify Board Committees to “Board created committees”;
- Page 10 – Rule 41 Title being changed to “Board of Supervisors Standing Subcommittees”;
- Page 10 – Rule 41 in the paragraph the addition of definition of “Standing subcommittee” as being “those subcommittees of the Board of Supervisors”;
- Page 11 – Rule 41, second paragraph, the replacement of term “appoint” with “recommend with Board concurrence...”;
- Page 11 – Rule 42 – retitled “Board of Supervisors Ad-Hoc Subcommittees” and addition of term “sub” in both paragraph to refine Ad Hoc Committee definition;
- Page 11 – Rule 43 – removal of “excluding constituent work,”;
- Page 13 – Changing XII. To mirror language of III. In agenda sequence.

Staff recommends these rules be reviewed annually and adopted in January of each year.

If you have any questions please contact me at (760) 932-5410 or jleddy@mono.ca.gov.

Mono County Board of Supervisors

Board Rules of Procedures



Adopted Date: February 3, 2015

I.	PURPOSE	1
II.	GENERAL	1
	Rule 1. Applicability of Rules	1
	Rule 2. Definitions	1
III.	MEETINGS.....	1
	Rule 3. Regular Meetings and Annual Calendar	1
	Rule 4. Special Meetings, Budget Hearings, Workshops and Planning Meetings	2
	Rule 5. Emergency Meetings.....	2
	Rule 6. Closed Sessions	2
IV.	ELECTIONS, POWERS, AND DUTIES OF THE CHAIR, VICE-CHAIR, AND CHAIR PRO-TEMPORE.....	2
	Rule 7. Annual Selection of Chair, Vice Chair and Chair Pro-Tempore	2
	Rule 8. Powers of Chair, Vice-Chair, and Chair Pro-Tempore	3
V.	AGENDAS AND AGENDA MATERIALS.....	3
	Rule 9. Meeting Agenda.....	3
	Rule 10. Addendums/Supplemental Agenda Items	3
	Rule 11. Use of Novus Agenda Software	3
	Rule 12. Department/Agency Agenda Responsibilities	3
	Rule 13. Review and Filing of Agenda Items	3
	Rule 14. Board Correspondence	4
	Rule 15. Supplemental Correspondence and Information Prior to Board Meeting and During the Board Meeting	4
VI.	CONDUCT OF BUSINESS	4
	Rule 16. Order of Business	4
	Rule 17. Board Member; Notification of Absence	4
	Rule 18. Quorum and Action.....	5
	Rule 19. Matters Not on the Agenda/Emergency Items.....	5
	Rule 20. Consent/Regular Calendar Items	5
	Rule 21. Public Hearings.....	5
VII.	PROCEDURE AND VOTING.....	6
	Rule 22. Order and Decorum	6
	Rule 23. Commitment to Civility	6
	Rule 24. Use of Electronic devices and documents	7
	Rule 25. Motions – General.....	7
	Rule 26. Voting	7
	Rule 27. Roll Call Votes.....	7
	Rule 28. Conflicts of Interest.....	8
	Rule 29. Motion to Rescind	8

Mono County Board Rules of Procedures

Table of Contents

Rule 30.	Motion to Reconsider	8
Rule 31.	Substitute Motion	8
Rule 32.	Ordinances	9
Rule 33.	Planning Matters – Request for Continuance.....	9
Rule 34.	Planning Matters – Original Jurisdiction	9
VIII.	DUTIES OF COUNTY STAFF DURING BOARD MEETINGS	9
Rule 35.	County Administrator.....	9
Rule 36.	County Counsel	9
Rule 37.	Clerk of the Board	10
Rule 38.	Sheriff	10
Rule 39.	Department and Agency Directors	10
IX.	COMMITTEES.....	10
Rule 40.	Board Committees/Assignments and Reporting Requirements.....	10
Rule 41.	Board of Supervisors Standing Subcommittees.....	10
Rule 42.	Board of Supervisors Ad-Hoc Subcommittees	11
X.	OTHER	11
Rule 43.	Board Member Referrals to Staff.....	11
Rule 44.	Action Summaries and Recordings of Meetings	11
XI.	PARTICIPATION OF THE PUBLIC	11
Rule 45.	Public Comment / Time Limits	11
Rule 46.	Orderly Conduct.....	12
Rule 47.	Security and Prohibition of Banners/Signs or other Hazardous Objects.....	12
XII.	Appendix A. Order of Agenda.....	13
XIII.	APPENDIX B. 4/5ths and Unanimous Vote Requirements	14
XIV.	APPENDIX C. Request to place an Item on the Board’s Agenda	20

RULES OF PROCEDURE

OF THE BOARD OF SUPERVISORS

MONO COUNTY, CALIFORNIA

I. PURPOSE

The purpose of these Rules of Procedures (“Rules”) is to foster understanding and respect for the democratic process, facilitate compliance with applicable laws, encourage public participation, provide guidance on decorum, and enhance effective and efficient management of Board meetings.

II. GENERAL

Rule 1. Applicability of Rules

These Rules are adopted pursuant to Government Code §25003. The Rules shall apply to the Board of Supervisors of the County of Mono whether sitting as the Board of Supervisors of the County or as the governing board of any other district, commission, authority or board.

These Rules are intended to expedite the transaction of business of the Board in an orderly fashion, and are deemed to be procedural only. The failure to strictly observe application of the Rules shall not affect the jurisdiction of the Board or invalidate any action taken at a meeting that is otherwise held in conformity with the law. Except as otherwise provide by law, these Rules, or any one of them, may be suspended by a majority of the Board.

These Rules supersede and replace all rules of procedure previously adopted by the Board.

Rule 2. Definitions

In interpreting these Rules:

- a) “Board” refers to the Board of Supervisors of Mono County, whether sitting as the Board of Supervisors of the County or as the governing body of any other district, authority or board
- b) “Board member” refers to a member of the Board
- c) “Chair”, “Vice Chair” and “Chair Pro-Tempore” refers to the Board members elected to those respective offices
- d) “Clerk” refers to the Clerk of the Board of Mono County
- e) “County Administrator” refers to the County Administrative Officer of Mono County

III. MEETINGS

Rule 3. Regular Meetings and Annual Calendar

Regular meetings generally shall be held on the first three Tuesdays of every month. Any meeting may be cancelled upon the order of the Chair, or by a majority of the members of the Board.

Regular meetings shall commence at 9:00 a.m. The first two regular meetings of the month shall be held at the Board of Supervisors Chambers, 2nd Floor, County Courthouse, 278 Main Street, Bridgeport, California; the third regular meeting of the month shall be held in the Board of Supervisors Meeting Room, 3rd Floor, Sierra

Mono County Board Rules of Procedures

Center Mall, Suite 307, 452 Old Mammoth Road, Mammoth Lakes, California. Videoconferencing will be available each week between Bridgeport and Mammoth Lakes. Business shall normally be conducted between 9:00 a.m. and 5:00 p.m., but may continue past 5:00 p.m., without objection from the members present.

An annual calendar of meetings shall be adopted by the Board at their first meeting in January. The calendar will include all known regular meetings. Any meeting may be canceled upon the order of the Chair, or by a majority of Board members.

Rule 4. Special Meetings, Budget Hearings, Workshops and Planning Meetings

Special meetings may be called at any time by the Chair, or by a majority of the members. Upon the call of a special meeting, the Clerk will prepare and distribute, at least 24 hours before the time of the special meeting, written notice to each member and to a local newspaper of general circulation. The notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings (Government Code §54956).

Budget Hearings, Workshops, Study Sessions and Planning Meetings may be called by the Chair or by a majority of the Board at times and locations in accordance with the law and specified notice provisions.

Rule 5. Emergency Meetings

Emergency meetings may be called by the Chair or by a majority of the Board, in the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities. Upon the call of an emergency meeting, the Clerk shall give notice of the meeting, and comply with posting requirements (Government Code §54956.5).

Rule 6. Closed Sessions

Closed sessions of the Board can be called by the Chair or by a majority of the Board, for those purposes allowed by law (Government Code §54956.7).

Prior to holding any closed session, the Chair shall announce the session in an open meeting, and shall provide an opportunity for public comment on items on the closed session agenda. During the closed session the Board may consider only those items on the agenda. At the conclusion of the closed session the Board shall report, in an open meeting, as required by law, action taken (Government Code §54957.1).

IV. ELECTIONS, POWERS, AND DUTIES OF THE CHAIR, VICE-CHAIR, AND CHAIR PRO-TEMPORE

Rule 7. Annual Selection of Chair, Vice Chair and Chair Pro-Tempore

At its first regular meeting, after January 1ST of each year, the Board shall nominate and elect from its membership a Chair, Vice Chair, and a Chair Pro-Tempore. The Chair shall call the meeting to order and the first order of business shall be the election of officers for the ensuing calendar year. The Chair, Vice Chair, and Chair Pro-Tempore shall serve until the election of their successors. It is intended (but not mandated) that the Supervisor elected as Vice Chair will succeed the Chair in the following year and that the Chair Pro-Tempore shall similarly succeed the Vice Chair.

Rule 8. Powers of Chair, Vice-Chair, and Chair Pro-Tempore

The Chair shall serve as presiding officer of the Board, rule on questions of procedure and execute official Board records and documents presented by the County Administrator/Clerk. In the absence or unavailability of the Chair, the Vice-Chair shall call the meeting to order and serve as presiding officer. The Vice-Chair shall have and exercise all powers and duties of the Chair for meetings over which he or she is called to preside and at ceremonial and official functions, which the Chair cannot attend.

If both the Chair and the Vice-Chair are absent or unable to participate, the Chair Pro-Tempore shall call the meeting to order, serve as the presiding officer, and shall have and exercise all power and duties of the Chair for the meeting over which he or she is called to preside and at ceremonial and official functions, which the Chair or Vice Chair cannot attend.

V. AGENDAS AND AGENDA MATERIALS

Rule 9. Meeting Agenda

At least 72 hours before a regular meeting, the Clerk shall post an agenda. The agenda shall consist of a brief statement of each item to be considered by the Board (Government Code §54950). The agenda shall indicate the time and location of the meeting and shall be posted as required by law.

Rule 10. Addendums/Supplemental Agenda Items

The Clerk shall prepare, post, and distribute all addendums/supplemental agendas when there has been an item added, continued, deleted, and/or modified since the distribution of the initial meeting agenda.

Rule 11. Use of Novus Agenda Software

All Departments/Agencies shall use Novus Agenda Software to prepare agenda items and submit supporting documents. Departments will work directly with the Clerk of the Board if they require assistance in creating an agenda item.

Rule 12. Department/Agency Agenda Responsibilities

When submitting an item for consideration by the Board, it is the responsibility of the originating Department /Agency to provide all required information, and to meet all established deadlines. Exceptions to deadlines will be considered if items are deemed to be time sensitive or of special importance to a Board member. The Clerk of the Board will work directly with departments to add agenda items after the deadline, or may require departments to obtain approval of the CAO prior to adding late items. Board members may work with the CAO, Clerk of the Board, or pertinent department head when needing to add items to an agenda.

Outside agencies and citizens will work with the Clerk of the Board when requesting an agenda item for Board consideration, and will follow established guidelines found in Appendix C (Request to place an Item on the Board's Agenda).

Rule 13. Review and Filing of Agenda Items

After preparing agenda items in Novus Agenda, all items will require review by the County Administrator, County Counsel, and Finance Director. Any one of these three reviewers may ask for additional information, clarification, and may determine not to place any item on the agenda that is not complete or is not submitted

Mono County Board Rules of Procedures

in accordance with instructions. Without amendment to these Rules, agenda submittal instructions may be amended or additional requirements imposed to ensure appropriate review and Brown Act compliance.

Rule 14. Board Correspondence

Correspondence addressed to the Board of Supervisors will be placed on the agenda by the Clerk of the Board. If the Clerk determines that correspondence is legally questionable, objectionable, or of no interest to the public, she/he will receive direction from the CAO, County Counsel, and/or Board members prior to including the correspondence on the agenda. If the Clerk receives correspondence from County departments addressed to the Board, such correspondence will be forwarded to the Board members and CAO and not added to the agenda.

Rule 15. Supplemental Correspondence and Information Prior to Board Meeting and During the Board Meeting

- a) After Initial Agenda Distribution and Prior to the Meeting Rule - Agenda materials distributed, via mail, email, or hand delivered by the public to a majority of the Board or their staff, that is distributed or redistributed to another County employee, must be forwarded to the Clerk for public review.
- b) At the Meeting Rule - Documents, including PowerPoint handouts, distributed to Board members by County employees or Board members themselves at the meeting, shall be kept to a minimum. When necessary to distribute materials at the meeting, 20 copies shall be provided to the Clerk for distribution to: Board members, County Administrator, County Counsel, and the Clerk, with remaining copies available for distribution to the general public. If large numbers of the public are anticipated to attend the Board Meeting on a matter and new information will be distributed to the Board members, then the number of copies should be increased to anticipate the number needed for the public.

Any supplemental correspondence or written information related to an agenda item which is provided to three or more Board members, and/or members of their staffs, shall be concurrently filed with the Clerk and made a part of the official record. This Rule shall not apply to attorney-client privileged communications.

Sufficient copies of supplemental correspondence and information should be delivered to the Clerk and the Clerk shall make the appropriate distribution to the Board, CAO and County Counsel.

VI. CONDUCT OF BUSINESS

Rule 16. Order of Business

The Board shall conduct business in the order specified in the posted agenda or as modified at the discretion of the Chair with the concurrence of the Board. Without amending these Rules, the Board may modify or amend the Order of Business for Regular meetings, which shall be attached to these Rules as Appendix A.

Rule 17. Board Member; Notification of Absence

If any Board member is unable to attend a meeting of the Board, all reasonable efforts shall be made to notify the Chair, County Administrator, and the Clerk, in writing (electronic mail or regular mail) and as soon as possible to ensure there are sufficient members present to consider all agenda items.

Rule 18. Quorum and Action

Three members of the Board shall constitute a quorum sufficient to transact business. In the absence of a quorum, the remaining members or the Clerk may adjourn the meeting to another date and time in accordance with Government Code §54944 and shall post a Notice of Adjournment.

Rule 19. Matters Not on the Agenda/Emergency Items

No action shall be taken on any item not appearing on the posted agenda except:

- a) Upon a majority vote of the Board that an emergency situation exists as defined in Government Code §54956.5;
- b) Upon a determination by a four-fifths (4/5) vote of the Board, or if less than four-fifths (4/5) of the members are present, a unanimous vote of those members present, that 1) there is a need to take immediate action, and 2) the issue arose subsequent to the agenda being posted.

Any requests to hear a matter not on the agenda or emergency item shall be communicated to the Chair, County Administrator, County Counsel and Clerk as soon as the need becomes known.

Rule 20. Consent/Regular Calendar Items

Agenda items on the Consent Calendar are routine in nature, consistent with adopted Board policy, and do not require individual consideration. The Consent Calendar will be enacted by one motion for approval of the recommended actions. There will be no separate discussion of these items prior to the time the Board votes on the motion unless any member of the Board or the public requests removal of a specific item from the Consent Calendar for separate discussion and action. Any Board member may ask the Clerk to record a “no” or “abstention” vote on any Consent Calendar item.

Agenda items on the Regular Calendar require separate discussion and/or action and may include, but are not limited to changes in policy, items that require the Board to consider options and provide direction, requests for new or unbudgeted positions, introductions or adoption of a proposed Ordinance, Public Hearings, and other matters as required by law.

Rule 21. Public Hearings

Upon receipt of a request by a Department/Agency or Board member for a public hearing, the County Administrator or Clerk may set the hearing without action of the Board unless the Board is required by law to schedule the hearing. In that event, the matter shall be placed on the Consent Calendar to set the hearing.

Subject to the Chair’s right to maintain order, any person wishing to speak at a public hearing shall be heard. Except for rebuttal allowed an applicant, or the appellant in the case of an appeal, each speaker shall speak only once.

Each speaker’s presentation at a public hearing shall be relevant and to the point, and shall be as brief as possible; visual and other materials may be used as appropriate. The Chair may establish a time limit for presentations. When speakers use or submit to the Board visual or other materials, such materials shall become part of the file and identified and maintained as such. When CDs, DVDs, thumb drives, USB memory sticks, or other portable electronic media (e-media) are submitted to the Board, at least one hard-copy of the

Mono County Board Rules of Procedures

information stored on the e-media must be provided to the Clerk. Speakers with lengthy presentations are encouraged to submit them in writing.

The closing of a public hearing signifies the point after which the Board will no longer accept or consider any additional communication on the matter that was the subject of the hearing. As used in this Rule, “communication” includes oral communication; written communication such as documents, letters, and photographs; and any type of electronic communication, including e-mails, e-mail attachments, graphic images, spread sheets, text messages, and social media messages.

Should the Board close a public hearing and continue its deliberations to a subsequent meeting, or announce a tentative decision, by motion or other proceedings, and defer its action on a final decision to a subsequent meeting to allow preparation of appropriate findings and/or conditions of approval, any written or electronic communication received by a Board member or the Clerk after the close of the hearing on the matter that was the subject of the hearing shall be placed in a separate file kept by the Clerk and labeled to indicate it was received after the close of the hearing. Late written and electronic communication shall not be given to Board members, nor should Board members retain copies.

Should County staff determine that communication received after the close of a public hearing should be considered by the Board prior to its rendering a final decision on the matter that was the subject of the hearing, County staff shall recommend to the Board that the hearing be reopened. If the Board concurs, the Board shall reopen the hearing, following appropriate notice, for the limited purpose of receiving testimony and evidence on the new information.

VII. PROCEDURE AND VOTING

Rule 22. Order and Decorum

The Chair shall preserve order and decorum and shall decide all questions of order and procedure subject to an appeal to the Board. The nature of any appeal shall be briefly stated and the Chair shall have the right to state the reason for his or her decision.

A Board member wishing to speak shall refrain until he or she has been recognized by the Chair. While a Board member is speaking, other Board members shall be respectful and shall not engage in or entertain private discussions.

Consistent with the purpose of the Rules, members are encouraged to use a formal style, including appropriate titles, in addressing the public, staff and each other. All members shall refrain from the use of profanity, emotional outbursts, personal attacks or any speech or conduct which tends to bring the organization into disrepute.

Rule 23. Commitment to Civility

To assure civility in its public meetings, staff and the public are also encouraged to engage in respectful dialog that supports freedom of speech and values diversity of opinion. To achieve compliance with these Rules, Board members, staff, and the public are encouraged to:

- Create an atmosphere of respect and civility where elected officials, County staff, and the public are free to express their ideas;
- Establish and maintain a cordial and respectful atmosphere during discussions;
- Foster meaningful dialogue free of personal attacks;
- Listen with an open mind to all information, including dissenting points of view, regarding issues presented to the Board;
- Recognize it is sometimes difficult to speak at Board meetings, and out of respect for each person's feelings, allow them to have their say without comment, including booing, whistling or clapping;
- Adhere to speaking time limit.

Rule 24. Use of Electronic devices and documents

The use of electronic documents, via iPads or other electronic means, is encouraged as a means of reducing the production and distribution of paper documents, and thereby decreasing costs.

Any member of the public may view the same electronic documents on line at:

http://monocounty.ca.gov/meetings_sub/bos, or may view the documents in paper form in the Clerk of the Board's Office.

The Board shall refrain from emailing, texting, using social media, or otherwise engaging in electronic communications in the Board Chambers on matters that are listed on the Board agenda.

Rule 25. Motions – General

Any motion for action shall require a second before being acknowledged by the Chair. The Clerk shall enter into the minutes the motion and the names of the moving and seconding members. After a motion is stated by the Chair, it shall be open for debate but may be withdrawn by the maker at any time before a decision is made or an amendment adopted. A motion may be amended with the consent of the moving and seconding members at any time before a decision is made or an amendment adopted unless another motion is pending. The Clerk shall enter into the minutes the vote of each member on each motion.

Rule 26. Voting

It shall take at least three affirmative votes of the Board to pass any motion (Govt. Code §25005), except where supermajority four-fifths (4/5) votes or unanimous votes are required by law. Appendix B contains a list of common items that require a four-fifths (4/5) vote. Appendix B may be up-dated without amending these Rules. An abstention shall count as neither an "aye" nor a "no" vote.

A supervisor who is absent from all or a part of: (1) a public hearing, (2) an item that requires findings, or (3) an item that is quasi-judicial in nature, may subsequently vote on the matter if the supervisor has reviewed all evidence received during his/her absence, listened to the Clerk's recording or read a true and complete transcript of the proceedings, and so states on the record.

Rule 27. Roll Call Votes

The roll need not be called in voting upon a motion except where specifically required by law or requested by a Board member or the Chair. Each roll call vote shall be made in an order determined by the Clerk or directed

Mono County Board Rules of Procedures

by the Chair but generally shall first include: the maker of the motion; the member who seconded the motion; the balance of the members present, with the Chair called last, unless the Chair made, or seconded, the motion.

Rule 28. Conflicts of Interest

Any Board member with a disqualifying conflict of interest must, in compliance with the Political Reform Act:

- a) Publically state the nature of the conflict in sufficient detail to be understood by the public;
- b) Recuse himself/herself from discussing and voting on item; and
- c) Leave the room until after the discussion, vote, and other disposition of the matter is concluded, unless the matter has been placed on the Consent Calendar.

The member may be allowed to address the Board as a member of the public. Disclosure of a conflict shall be noted in the official Board minutes. The member must also comply with all other applicable conflicts of interest laws.

Members may not have a financial interest in a contract approved or considered by the Board. In these cases disclosure and recusal does not remove the conflict and such a contract is considered void (Government Code §1090). The Board member is encouraged to discuss possible conflicts with County Counsel prior to the meeting.

Rule 29. Motion to Rescind

A motion to rescind any action or motion shall require four-fifths (4/5) vote unless notice has been given at the previous meeting, either verbally or in writing. If notice has been given, the motion requires only a majority vote of all the members of the Board. A motion to rescind is not in order if action has been taken which cannot be changed.

Rule 30. Motion to Reconsider

Any Board member who votes in the majority on a question, as well as any Board member who was absent, is eligible to make a motion to reconsider. A motion to reconsider shall be in order during the meeting at which the action to be reconsidered took place provided members of the public in attendance during the original action are still present in the Board chamber. In all other cases, motions for reconsideration must be placed on a future agenda for action.

A motion to reconsider shall require a majority vote. A motion to reconsider, if lost, shall not be renewed nor shall any subject be reconsidered a second time within twelve (12) months except by a four-fifths (4/5) vote of the Board. A motion to reconsider is not in order if action has been taken which cannot be changed.

Rule 31. Substitute Motion

A substitute motion is an amendment where an entire resolution or section, or one or more paragraphs is struck out and another is inserted in its place. The motion to substitute, if adopted by majority vote, does away entirely with the original motion. The vote shall then be taken on the motion that was substituted. A substitute motion is appropriate if amendments become involved or a paragraph requires considerable changes. A substitute motion may not be made when an amendment is pending.

Rule 32. Ordinances

Ordinances (other than zoning ordinances) are introduced at one meeting (first reading), then generally placed on the agenda for adoption at a subsequent meeting.

- The first reading will become the primary meeting at which: (1) the title of the ordinance will be read; (2) the Board will typically consider a motion to waive the reading of the text of the ordinance and to introduce the ordinance by title only; (3) members of the public shall have an opportunity to address the ordinance; (4) the ordinance shall be introduced by a motion and majority vote of the Board.
- At the second reading: (1) the ordinance may be placed on the Consent Calendar for adoption; (2) if pulled from the Consent Calendar for separate action, the title of the ordinance may be read; (3) a motion to adopt the ordinance may be made; (4) a majority vote by roll call will adopt the ordinance.
- Pursuant to Government Code §25123, ordinances shall generally become effective 30 days from the date of final passage.

Zoning ordinances are publicly noticed and may be adopted by majority roll call at one hearing. Other ordinance hearing procedures may be used as required by law.

Rule 33. Planning Matters – Request for Continuance

Any Board member may, at his or her sole discretion, continue a planning matter within his/her District from one agenda to the next available regular meeting of the Board that will allow for any applicable legal noticing requirements.

Rule 34. Planning Matters – Original Jurisdiction

Any member may request the Board to exercise original jurisdiction over a use permit or other planning application, as authorized under the County Code, except in cases where state law requires a recommendation of the Planning Commission prior to action by the Board on the matter. A request to exercise original jurisdiction shall be filed in writing with the Clerk, or made orally at a Board meeting, prior to any decision by a lower level decision maker approving or denying the subject application. A request to exercise original jurisdiction need not state the reasons for the request but shall be brought as a noticed agenda item to the full Board for majority approval.

VIII. DUTIES OF COUNTY STAFF DURING BOARD MEETINGS

Rule 35. County Administrator

The County Administrator shall be present during Board meetings and shall provide such information as necessary to assist the Board members in their deliberation and decision making. The County Administrator may delegate this responsibility to the County Finance Manager or County Counsel should extraordinary circumstances prevent the discharge of this responsibility.

Rule 36. County Counsel

County Counsel shall be present during Board meetings, and shall serve as advisor to the Board on appropriate rules to comply with legal requirements. All questions of law shall be referred to County Counsel for his or her opinion. County Counsel may delegate this responsibility to the Assistant County Counsel or a Deputy County Counsel.

Mono County Board Rules of Procedures

Rule 37. Clerk of the Board

The Clerk or Deputy Clerk shall be present during all meetings for the purpose of taking and maintaining the minutes of the meeting; presenting and receiving correspondence, records, documents, claims, reports, or petitions; preserving all records; marking or attesting all resolutions and ordinances; imparting information on Board documents of public record; and otherwise fulfilling all duties imposed by law or required by the Board.

The Clerk shall record all regular meetings of the Board by audio or visual means or both. Regular meetings may also be broadcast or webcast.

Rule 38. Sheriff

The Sheriff, or a representative of the Sheriff's Office, shall at the discretion of the Chair or a majority of Board members, be in attendance at the meeting of the Board, for the purpose of maintaining order and upholding the law.

Rule 39. Department and Agency Directors

Department and Agency Directors, or a designee, having any matter on the agenda for consideration by the Board, whether consent or regular, shall be available for the purpose of providing information to the Board and shall also attend any Board meeting when requested to do so by a Board member or the County Administrator. Department and Agency Directors may be present in person or by telecommunication as the items warrants. Given Mono County's seasons and efforts to contain costs, Department and Agency Heads are asked to keep these factors in mind when scheduling meeting attendance.

IX. COMMITTEES

Rule 40. Board Committees/Assignments and Reporting Requirements

The Clerk shall maintain a list of Board Committees and Assignments. Annually, the incoming Chair shall review the list of Committees and Assignments. The list of appointments shall be adopted by the Board at their first meeting in January.

All members who are assigned to special projects, committees, and separate boards or commissions shall provide regular reports to the full Board regarding their activity in connection with the special projects, committees, and separate boards or commissions. (Government Code §53234, et. seq.).

Committee members shall call board committee meetings as needed provided they are held in conformance with the law. The County Administrator's Office and County Counsel may serve as support staff to all Board created committees. Other department heads and/or staff may also support as requested by the committee.

Rule 41. Board of Supervisors Standing Subcommittees

Standing subcommittees are those subcommittees of the Board of Supervisors which have continuing jurisdiction over a particular subject matter or whose meeting schedule is fixed by resolution or action of the Board. Even if comprised of less than a quorum of the Board, a standing subcommittee is subject to the Brown Act.

The Chair shall recommend with Board concurrence members to each standing subcommittee. Generally, appointments shall occur at the Board's first regular meeting in January. All standing subcommittees shall be

appointed for the calendar year, and the members shall continue as committee members until their successors have been appointed.

Rule 42. Board of Supervisors Ad-Hoc Subcommittees

Ad-Hoc subcommittees of the Board of Supervisors are not subject to the Brown Act. They may be formed by the Chair or Board action, shall be solely composed of members of the Board, less than a quorum of the Board, shall serve a limited or single purpose, for a limited time, and shall be dissolved once the specific task assigned is completed.

Ad-Hoc Subcommittees are encouraged to conclude their business at the end of each calendar year. The Clerk will maintain a current index of Ad-Hoc Subcommittees and their purpose.

X. OTHER

Rule 43. Board Member Referrals to Staff

Board member referrals that are anticipated to involve significant staff time or other resource commitment and/or are a departure from established county or departmental policy require Board approval prior to starting work. Board members are encouraged to discuss referrals which may require significant resources with the Chair and CAO.

Board approval shall be obtained through majority action of the Board, on an agenda item in which the scope and resource needs of the referral are identified.

Rule 44. Action Summaries and Recordings of Meetings

The Clerk shall prepare and distribute Action Summaries (“minutes”) of Board meetings. The minutes shall consist of the brief statement of each item posted on the agenda and supplemental agenda plus all motions, resolutions and ordinance numbers related thereto, all votes recorded thereon, and the final action taken by the Board. The minutes shall be made available internally and to the public and shall be placed on the Internet.

The Clerk shall maintain the official audio record of each Board meeting for a period of at least 2 years and will make these tapes available for listening by the public at no charge.

XI. PARTICIPATION OF THE PUBLIC

Rule 45. Public Comment / Time Limits

Members of the public have the right to address the Board on any item within the subject matter jurisdiction of the Board (Government Code §54954.3). Members of the public shall direct their comments to the Chair who may, at his or her discretion, request a response from staff. Time limitations are at the discretion of the Chair, and may be reduced or extended.

Public comments on items on the agenda will be called prior to the Board taking action on the item.

Under the Public Comments portion of the meeting, members of the public will be allowed to address the Board regarding any item **not on the agenda**. No action may be taken on items not on the agenda unless authorized by law.

Mono County Board Rules of Procedures

Rule 46. Orderly Conduct

The Chair may determine when orderly conduct of a meeting is not feasible owing to disruptive behavior by persons in attendance. The Chair may request that person(s) disrupting the meeting leave the chambers/meeting room. If order cannot be restored, the Chair may order the chambers/meeting room cleared and continue in session. Members of the news media, except those participating in the disturbance, shall be allowed to remain. The Chair may re-admit any person(s) provided their re-admission will not disrupt the continued orderly conduct of business. The Chair may also call a recess and reconvene when order has been restored.

Rule 47. Security and Prohibition of Banners/Signs or other Hazardous Objects

The Board has the power to implement security measures in the chambers/meeting room. Signs, posters, banners or other hazardous objects which could impair the safety of individuals in the event of an emergency are prohibited in the chambers/meeting room. Any large object/container that may be deemed a hazardous object which could impair the safety of individuals in the event of an emergency may be prohibited in the chambers/meeting room.

XII. Appendix A. Order of Agenda

Generally, business at Regular meetings shall be transacted in the following order. Business may be reordered by the Chair or by a majority of members. Without amending these Rules, the Board may modify or amend the Agenda Order.

- I. Call to Order (9:00 a.m.)
- II. Pledge of Allegiance
- III. Public Comment on matters not on the agenda, but within the subject matter jurisdiction of the Board
- IV. Approval of Minutes
- V. Presentations
- VI. Board Member Reports on assigned Boards, Councils, Commissions or other meetings attended
- VII. County Administrative Officer Report
- VIII. Department/Commission Reports
- IX. Consent Calendar
- X. Correspondence Received
- XI. Regular Morning Calendar
- XII. Public Comment on matters not on the agenda, but within the subject matter jurisdiction of the Board
- XIII. Closed Session
- XIV. Reconvene and Report from Closed Session (2:00 p.m. unless adjusted by the Chair as needed)
- XV. Public Comment on matters not on the agenda, but within the subject matter jurisdiction of the Board
- XVI. Regular Afternoon Calendar

Adjournment – Meeting Adjourned in the Memory of/Moment of Silence/Reading of Names, City

Mono County Board Rules of Procedures

XIII. APPENDIX B. 4/5ths and Unanimous Vote Requirements

Subject	Vote	Code	Description
Off Agenda Action	Unanimous	Gov Code §54954.2(b)(2)	To consider an item not on the Agenda, the Board must make findings that the need to take action arose after the Agenda was posted. The vote requires at least four votes of the Board if two-thirds of the members are present. If less than two-thirds are present, it requires a unanimous vote.
Airport	4/5	Gov Code §26021	Property acquisition for airport purchases by purchase, condemnation or lease; resolution for County aid.
Airport	4/5	Gov Code §26026	Contribute money to the United States for the acquisition or improvement by the United States or any of its authorized agencies of airports in the county.
Bonds		Gov. Code §§26880, 26885, 26946, 29917, 53595.20, 53345.8; Sts. & Hwys Code §§9132, 5227, 10355, 9534.5; Ed. Code §15145; Pub. Util. Code §§99100, 99102, 99118, 99119	There are many special voting requirements and other processes required for bonds. Please check with counsel.
Bridges	4/5	Pub. Contract §20405(c)	Modify the plans, specifications and working details of bridge construction contracts.
Budget	4/5	Gov Code §29088	Changes to proposed budget after budget hearing but prior to final budget
Budget	4/5	Gov Code §29125	The following transfers and revisions to the adopted appropriations require a 4/5 vote: (1) between funds; or (2) transfers from appropriation for contingencies.
Budget	4/5	Gov Code §29127	Adopt resolution necessary to appropriate and expend funds necessary to meet specific emergencies.

Mono County Board Rules of Procedures

Budget	4/5	Gov Code §29130	Make available for appropriation any of the following fund balances: a) Restricted, committed, assigned, and unassigned fund balances, excluding the general reserves and nonspendable fund balance; b) Amounts that are either in excess of anticipated amounts or not specifically set forth in the budget derived from any actual or anticipated increases in financing sources.
Collections	4/5	Gov Code §26220(a) and (b)	a) Assign for the purpose of collection any or all delinquent bills, claims and accounts, and any or all money judgments taken in the name of the County. b) Assign for the purpose of collection any or all delinquent or unsecured taxes.
Condemnation/Eminent Domain	4/5	Code of Civ. Pro §1245.240	Adopt a resolution of necessity prior to commencing an eminent domain proceeding.
Contracts	4/5	Pub. Contract Code §20128	Modify terms of a construction contract.
Contracts	4/5	Pub. Contract Code § 20135	Alter or change in any manner the plans and specifications previously adopted by the Board for the erection, alteration, construction, or repair of any public building or structure, where such alteration or change increases cost.
Contracts	4/5	Pub. Contract Code §20136	Adopt an order to alter or change a contract that is for the erection, construction, alteration or repair of any public building or other structure.
Contracts	4/5	Pub. Contract Code § 20137	Contracts for the erection, construction, alteration, or repair of any public building or other structure: the Board may authorize a change if it does not exceed 10% of the original contract price
Contracts	4/5	Pub. Contract Code § 20150.10	Adopt a resolution declaring that a project can be performed more economically by county personnel, or that in the Board's opinion a contract to perform the project can be negotiated with the original bidders at a lower price than that in any of the bids, or the materials or supplies furnished at a lower price in the open market.
Contracts	4/5	Pub. Contract Code § 22038(a)(2)	After rejection of bids, adopt a resolution that declares that a project can be performed more economically by the employees of the agency.
Contracts	4/5	Pub. Contract Code §22050(a)(1)	In the case of an emergency, repair or replace a public facility, take any directly related and immediate action

Mono County Board Rules of Procedures

			required by that emergency, and procure the necessary equipment, services and supplies for those purposes, without giving notice for bids to let contracts. (See also Pub. Contract Code §22035.)
Contracts	4/5	Pub. Contract Code §22050(b)(1)	Adopt a resolution or ordinance that delegates to the appropriate county administrative officer, chief engineer or other nonelected agency officer, the authority to order any action pursuant to the emergency powers described in (a)(1) above.
Contracts	4/5	Pub. Contract Code §3400(c)(4)	Use of specific brand/trade name (without "or equal") in the invitation of bids or requests for proposals in order to respond to an emergency declared by a local agency by a four-fifths vote.
Counsel	4/5	Gov. Code § 25203	Employ counsel to assist the district attorney, county counsel or other counsel for the county or public entity for which the Board is the governing body.
Flood Control, Maintenance and Sanitation District	4/5	Gov. Code § 23014	Adopt a resolution appropriating any of its available moneys to a revolving fund (not to exceed \$500,000) to be used by any county sanitation district, county flood control district, or county district maintenance district located wholly within the county for certain purposes.
Legislation	4/5	Gov. Code §25123(d); Elec. Code §9141(a)(4)	Adopt ordinances that are for the immediate preservation of the public peace, health or safety, which contain a declaration of the facts constituting the urgency, in which case the ordinance shall take effect immediately.
Parks	Unanimous	Gov. Code §25583	Adopt a resolution of intention to abandon a park or a portion of a park and fix a time when it will meet to take final action.
Parks	4/5	Gov. Code §25553	Find that the enlargement or improvement of the public park, beach, golf course or recreation ground is of general county interest or that the cost of maintenance is increased by reason of use by residents of the county outside of the city, such that the Board may determine to extend aid to city parks.
Planning	4/5	Gov. Code §65858	Adopt as an urgency measure, an interim ordinance prohibiting any uses that may be in conflict with a contemplated general plan, specific plan, or zoning proposal. Any extension of time on the interim ordinance also requires a 4/5 vote.

Mono County Board Rules of Procedures

Planning	4/5	Pub. Util. Code §§ 21676, 21676.5	Overrule an airport land use commission's determination.
Property	Unanimous	Gov. Code §25363	Cash sale or lease of any property not required for public use at a noticed public auction (4/5ths vote); sale or lease at an unadvertised, private sale can be authorized by simple majority, but only after the Board unanimously finds that the value of the property does not exceed \$500, monthly rental value is less than \$75 or it is a product of a County farm.
Property	Unanimous	Gov. Code §25550 & §25550.5	Conveyance of county property to city for public park purposes
Property	4/5	Gov. Code §25365(a)	Convey to another governmental agency within the county any real or personal property
Property	4/5	Gov. Code §25365(b)	Exchange real property with any person, firm or corporation for the purpose of removing defects in the title or where the real property is not required for county use and the county to be acquired is required for county use.
Property	4/5	Gov. Code §25515.2(c)	Action to approve any sale, lease, lease with option to purchase, development or contract agreement for public property after a request for proposals.
Property	4/5	Gov. Code §25536(a)	Enter leases, concession or managerial contracts involving leasing or subleasing county-owned, leased or managed property devoted to or held for certain purposes
Property	4/5	Gov. Code §25536(c)	Sell or lease county-owned property without complying with Article 8 "Sale or Lease of Real Property" if the county repurchase or leases back the property as part of the same transaction. Pledge specific revenues as security for the payment of obligations incurred in the repurchase or leaseback of the property.
Property	4/5	Gov. Code §25536.5	Approve an agreement to amend a lease, sublease, concession or managerial contract entered to permit a permanent improvement or alteration of property at the expense of the lessee or concessionaire and to permit a credit on rentals or other reimbursement.
Property	4/5	Gov. Code §25526	Adopt a resolution declaring intent to sell or lease property.
Property	4/5	Gov. Code §53867	Determines that property cannot be sold for a sum at

Mono County Board Rules of Procedures

			least equal to the total of the amount paid, all accrued penalties and delinquencies, and necessary expenses incurred, the local agency may sell the property or lien for less than such total but not less than the fair market value of the property or lien.
Roads	Unanimous	Sts. & Hwy Code §1026(c)	County aid to road districts: order the expense of material for highway construction to be paid out of the county general fund.
Special Assessment Districts	4/5	Sts. & Hy. Code §§ 2808.5, 2808.6, 2808.7	There are several statutory special vote requirements related to special assessment districts. Please consult with County Counsel.
Special Purpose District	Unanimous	Gov. Code § 26909, subd. (b)	Approve a unanimous request made by the governing board of a special district to replace an annual audit with another specified audit.
Streets and Highway	4/5	Sts. & Hwy. Code §942	Let county equipment used in the maintenance and construction of county roads, when such equipment is not in use upon the roads under the jurisdiction of the board, and may charge for the use thereof a rental, and arrange the basis of compensation, in keeping with the general conditions prevailing in the county in which the transaction is made.
Streets and Highway	4/5	Sts. & Hwy. Code § 969.5	Adopt a resolution that determines that the general county interest demands the improvement or repair of a privately owned road.
Streets and Highway	4/5	Sts. & Hwy. Code § 1070	Determine that the public convenience and necessity demand the acquisition or construction of a new county highway or improvement, repair or maintenance of any existing county highway, and the expense of such new highway or the expense of improving, repairing, or maintaining such existing highway is too great to pay out of the road fund of the district (such that the Board may adopt a resolution to make such acquisition or do such work and charge the expense to the county general fund, the road fund of the county, or the district fund of any district benefited).
Streets and Highway	4/5	Sts. & Hwy. Code § 1627	Adopt a resolution that establishes a “county highway right of way acquisition revolving fund” for acquiring rights of way for county highway purposes through purchase or condemnation.

Mono County Board Rules of Procedures

Streets and Highway	4/5	Sts. & Hwy. Code §§ 1680, 1686	Adopt a resolution that determines that certain activities are of general county interest and that county aid may be extended to cities for city streets.
Streets and Highway	4/5	Sts. & Hwy. Code § 1700	Adopt a resolution that declares any highway lying in whole or in part within a city to be a county highway for one or more of the following purposes: acquisition of rights-of-way, construction, maintenance, improvement, or repair.
Tax	4/5	Gov. Code § 53724	Approve an ordinance or resolution that proposes a tax that is subject to approval by the voters pursuant to Government Code section 53722
Tax	4/5	Rev. & Tax. Code § 7285	Approve ordinance proposing a transactions and use tax for general purposes.
Tax	4/5	Rev. & Tax. Code § 7285.5	Adopt ordinance regarding a transactions and use tax for specific purposes.

Mono County Board Rules of Procedures

XIV. APPENDIX C. Request to place an Item on the Board's Agenda by the public or non-County entities

- a) The public or any non county entity (i.e. other governments, businesses, non-profits groups or other interest groups) are requested to contact the Clerk of the Board of Supervisors (760-932-5533 or 760-932-5538) for the date of the next available agenda. This information online at: <http://monocounty.ca.gov/bos>; click on **Meetings** link.
- b) A non-county individual or group seeking placement of an item on the Board of Supervisor's Agenda must have one of the Supervisors sponsor the item, and notify the Clerk of the Board with the name of Board Member sponsor.
- c) The following information is required via email to the Clerk of the Board of Supervisors before the item will be added to the agenda:
- *A brief description of the item to be discussed.*
 - *Is there a requested Board action, or is this item informational?*
 - *Is there a fiscal impact to the County?*
 - *Name of the person(s) who will be appearing before the Board to make the presentation.*
 - *The amount of time requested, including discussion and questions from the Board.*
 - *Preferred time of presentation, morning or afternoon.*
Morning is between 9:30-12:00 p.m.; afternoon is after 2:00 p.m.
- NOTE:** *An afternoon time may not be possible if the meeting will be finished before Noon.*
- *If the request is coming from an organization, please provide via email a cover memo on the organization's letterhead addressed to the Mono County Board of Supervisors describing in detail the request, expected Board action, and fiscal impact.*
 - *If handouts are to be provided or additional information at the Board meeting, you must provide this information via email to the Clerk of the Board of Supervisors. At least 20 copies for public distribution*
 - *If a PowerPoint presentation will be presented, please email it prior to the agenda deadline so it can be included in the Board's packet.*
- d) Upon request, the Clerk of the Board will provide a copy of a sample cover memo.



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: Sheriff's Department

TIME REQUIRED

SUBJECT FY 15-16 Emergency Management
Performance Grant Program

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

The California Emergency Management Agency has requested a governing body resolution for applying and participating in the Emergency Management Performance Grant (EMPG) Program for FY 2015-2016.

RECOMMENDED ACTION:

Approve Resolution #R15-_____, authorizing the Mono County Sheriff-Coroner, Mono County Sheriff's Office Emergency Services Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the Emergency Management Performance Grant Program FY 2015-2016.

FISCAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the Emergency Management Performance Grant Program for fiscal year 2015. When the grant is awarded, the award will not exceed \$150,000.00 and will be included in the 2015-16 County budget.

CONTACT NAME: Jennifer Hansen

PHONE/EMAIL: 760-932-5279 / jhansen@monosheriff.org

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[EMPG Grant Staff Report](#)

[EMPG Resolution](#)

History

Time	Who	Approval
1/28/2015 9:51 AM	County Administrative Office	Yes
1/29/2015 5:19 PM	County Counsel	Yes
1/28/2015 8:10 AM	Finance	Yes



P.O. BOX 616 • 49 BRYANT STREET • BRIDGEPORT, CA 93517 • (760) 932-7549 • FAX (760) 932-7435

DATE: February 10, 2015
TO: The Honorable Board of Supervisors
FROM: Ingrid Braun, Sheriff-Coroner
SUBJECT: FY 2015-2016 California Emergency Management Agency Emergency Management Performance Grant Program (EMPG)

RECOMMENDATION:

Approve Resolution 15-xx authorizing the Mono County Sheriff-Coroner, Mono County Sheriff's Office Emergency Services Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the Emergency Management Performance Grant Program FY 2015. The Emergency Management Performance Grant will not exceed \$150,000.00.

DISCUSSION:

The California Emergency Management Agency has requested a governing body resolution for participation in the Emergency Management Performance Grant. The resolution should specifically identify the following personnel as grant administrators to administer and sign documents related to the Emergency Management Performance Grant FY 2015:

Mono County Sheriff-Coroner
Mono County Sheriff's Office Emergency Management Coordinator
Mono County Sheriff's Office Finance Officer

FINANCIAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the Emergency Management Performance Grant Program for fiscal year 2015. When the grant is awarded, the award will not exceed \$150,000.00.

Respectfully submitted,
Ingrid Braun
Sheriff-Coroner
County of Mono



RESOLUTION NO. R15-___

A RESOLUTION AUTHORIZING THE MONO COUNTY SHERIFF'S OFFICE TO PARTICIPATE IN THE FY 2015 EMERGENCY MANAGEMENT PERFORMANCE GRANT (EMPG) PROGRAM AND TO NAME THE SHERIFF-CORONER, EMERGENCY SERVICES COORDINATOR, AND THE SHERIFF'S FINANCE OFFICER AS AUTHORIZED AGENTS TO SIGN FOR AND ADMINISTER THE EMPG GRANT.

WHEREAS, The Mono County Board of Supervisors authorizes the Mono County Sheriff's Office to participate in the 2015 Emergency Management Performance Grant Program; and,

NOW, THEREFORE BE IT RESOLVED BY THE MONO COUNTY BOARD OF SUPERVISORS that the Sheriff-Coroner, Emergency Services Coordinator, and the Sheriff's Finance Officer are hereby authorized to execute for and on behalf of the Sheriff's Office of Mono County, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the State of California.

PASSED AND ADOPTED this 10th day of February, 2015 by the following vote:

**AYES :
NOES :
ABSTAIN:
ABSENT :**

ATTEST: _____
Clerk of the Board

**Timothy Fesko, Chair
Board of Supervisors**

APPROVED AS TO FORM:

COUNTY COUNSEL

CERTIFICATION:

I, Timothy Fesko, duly appointed and as Chairman of the Board of Supervisors for Mono County, do hereby certify that the above is true and correct copy of a resolution passed and approved on the 10th day of February, 2015.

Timothy Fesko, Chair



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: Sheriff's Department

TIME REQUIRED

SUBJECT FY 15-16 Homeland Security Grant
Program

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

The California Emergency Management Agency has requested a governing body resolution for applying for and participating in the Homeland Security Grant Program FY 2015-2016.

RECOMMENDED ACTION:

Approve Resolution #R15-_____, authorizing the Mono County Sheriff-Coroner, the Mono County Sheriff's Office Emergency Services Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the Office of Homeland Security FY 2015-2016 Homeland Security Grant Program.

FISCAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the Homeland Security Grant Program for fiscal year 2015. When the grant is awarded, the award will not exceed \$150,000.00 and will be included in the 2015-16 County budget.

CONTACT NAME: Jennifer Hansen

PHONE/EMAIL: 760-932-5279 / jhansen@monosheriff.org

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[HSGP Staff Report](#)

[HSGP resolution](#)

History

Time	Who	Approval
1/28/2015 9:51 AM	County Administrative Office	Yes
1/29/2015 5:18 PM	County Counsel	Yes
1/28/2015 8:11 AM	Finance	Yes



P.O. BOX 616 • 49 BRYANT STREET • BRIDGEPORT, CA 93517 • (760) 932-7549 • FAX (760) 932-7435

DATE: February 10, 2015
TO: The Honorable Board of Supervisors
FROM: Ingrid Braun, Sheriff-Coroner
SUBJECT: Office of Homeland Security FY 2015-2016 Homeland Security Grant Program

RECOMMENDATION:

Approve Resolution 15- authorizing the Mono County Sheriff-Coroner, the Mono County Sheriff's Office Emergency Services Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the Office of Homeland Security FY 2015-2016 Homeland Security Grant Program. The Homeland Security Grant will not exceed \$150,000.00.

DISCUSSION:

The California Emergency Management Agency has requested a governing body resolution for participation in the Homeland Security Grant FY 2015. The resolution should specifically identify the following personnel as grant administrators to administer and sign documents related to the Homeland Security Grant FY 2015:

Mono County Sheriff-Coroner
Mono County Sheriff's Office Emergency Services Coordinator
Mono County Sheriff's Office Finance Officer

FINANCIAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the Homeland Security Grant Program for fiscal year 2015. When the grant is awarded, the award will not exceed \$150,000.00.

Respectfully submitted,
Ingrid Braun
Sheriff-Coroner
County of Mono



RESOLUTION NO. R15-___

A RESOLUTION AUTHORIZING THE MONO COUNTY SHERIFF'S OFFICE TO PARTICIPATE IN THE OFFICE OF HOMELAND SECURITY FY 2015 HOMELAND SECURITY GRANT PROGRAM AND TO NAME THE SHERIFF-CORONER, EMERGENCY SERVICES COORDINATOR, AND THE SHERIFF'S FINANCE OFFICER AS AUTHORIZED AGENTS TO SIGN FOR AND ADMINISTER THE HOMELAND SECURITY GRANT.

WHEREAS, The Mono County Board of Supervisors authorizes the Mono County Sheriff's Office to participate in the 2015 Homeland Security Grant Program; and,

NOW, THEREFORE BE IT RESOLVED BY THE MONO COUNTY BOARD OF SUPERVISORS that the Sheriff-Coroner, Emergency Services Coordinator, and the Sheriff's Finance Officer are hereby authorized to execute for and on behalf of the Sheriff's Office of Mono County, a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining federal financial assistance provided by the federal Department of Homeland Security and sub-granted through the State of California.

PASSED AND ADOPTED this 10th day of February, 2015, by the following vote:

AYES :
NOES :
ABSTAIN:
ABSENT :

ATTEST: _____
Clerk of the Board

Timothy Fesko, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL

CERTIFICATION:

I, Timothy Fesko, duly appointed and as Chairman of the Board of Supervisors for Mono County, do hereby certify that the above is true and correct copy of a resolution passed and approved on the 10th day of February, 2015.

Timothy Fesko, Chair



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: Sheriff's Department

TIME REQUIRED

SUBJECT FY 15-16 California State Parks Off-Highway Vehicle Grant Program

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

The California State Parks Off-Highway Vehicle Division has requested a governing body resolution for applying for and participating in the Off-Highway Vehicle Grant Program FY 2015-2016.

RECOMMENDED ACTION:

Approve Resolution #R15-_____, authorizing the Mono County Sheriff-Coroner, the Mono County Sheriff's Office Off-Highway Vehicle Coordinator, and/or Mono County Sheriff's Office Finance Officer, to apply for and administer the California State Parks Off-Highway Vehicle Grant Program for fiscal year 2015-2016.

FISCAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the California State Parks Off-Highway Vehicle Grant Program FY 2015. When the grant is awarded, the award will not exceed \$120,000.00 and will be included in the 2015-16 County budget.

CONTACT NAME: Jennifer Hansen

PHONE/EMAIL: 760-932-5279 / jhansen@monosheriff.org

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[OHV Grant Staff Report](#)

[OHV Grant Board of Supervisors Approval Resolution](#)

History

Time	Who	Approval
1/28/2015 9:51 AM	County Administrative Office	Yes
1/29/2015 5:04 PM	County Counsel	Yes
1/28/2015 8:12 AM	Finance	Yes



P.O. BOX 616 • 49 BRYANT STREET • BRIDGEPORT, CA 93517 • (760) 932-7549 • FAX (760) 932-7435

DATE: February 10, 2015
TO: The Honorable Board of Supervisors
FROM: Ingrid Braun, Sheriff-Coroner
SUBJECT: FY 2015-2016 California State Parks Off-Highway Vehicle Grant Program

RECOMMENDATION:

Approve Resolution 15- authorizing the Mono County Sheriff-Coroner, the Mono County Sheriff's Office Off-Highway Vehicle Coordinator, and/or Mono County Sheriff's Office Finance Officer, to apply for and administer the California State Parks Off-Highway Vehicle Grant Program for fiscal year 2015-2016. The California State Parks Off-Highway Vehicle Grant will not exceed \$120,000.00.

DISCUSSION:

The California State Parks Off-Highway Vehicle Division has requested a governing body resolution for participation in the Off-Highway Vehicle Grant. The resolution should specifically identify the following personnel as grant administrators to administer and sign documents related to the Off-Highway Vehicle Grant FY 2015:

Mono County Sheriff-Coroner
Mono County Sheriff's Office Off-Highway Vehicle Coordinator
Mono County Sheriff's Office Finance Officer

FINANCIAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the California State Parks Off-Highway Vehicle Grant Program FY 2015. When the grant is awarded, the award will not exceed \$120,000.00.

Respectfully submitted,

Ingrid Braun
Sheriff-Coroner
County of Mono



RESOLUTION NO. R15-__

A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS APPROVING THE APPLICATION FOR STATE OFF-HIGHWAY VEHICLE GRANT FY 2015

WHEREAS, the people of the State of California have enacted the Off-Highway Motor Vehicle Recreation Act of 1988, which provides funds to the State of California and its political subdivisions for planning, acquiring, developing, conserving and maintaining off-highway vehicle recreation; and

WHEREAS, the Off-Highway Motor Vehicle Recreation Division within California Department of Parks and Recreation has been delegated the responsibility to administer the program; and

WHEREAS, this project appears on, or is in conformance with, this jurisdiction's adopted general or master plan and is compatible with the land use plans of those jurisdiction's immediately surrounding the project;

NOW, THEREFORE BE IT RESOLVED that the Mono County Board of Supervisors

1. Approves the filing of an application for an Off-Highway Vehicle Grant; and
2. Certifies that this agency understands its legal obligations to the State upon approval of the grant; and
3. Certifies that this agency understands the California Public Resources Code requirements and acquisition and development projects be maintained to specific conservation standards; and
4. Certifies that the project will be well maintained during its useful life; and
5. Certifies this agency will implement the project with diligence once funds are available and a Project Agreement has been consummated between the State and this agency; and
6. Certifies that this agency will provide matching the required matching funds(as applicable); and
7. Certifies that the public and adjacent property owners have been notified of this project (as applicable); and
8. Appoints Sheriff Ingrid Braun and Sergeant Jeff Beard as agents of the Mono County Sheriff's Office to conduct all negotiations and execute and submit all required documents, including but not necessarily limited to, applications, agreements, amendments, payment request, etc., which may be necessary for the completion of the project.

PASSED AND ADOPTED this 10th day of February, 2015, by the following vote:

**AYES :
NOES :
ABSTAIN:
ABSENT :**

ATTEST: _____
Clerk of the Board

**Timothy Fesko, Chair
Board of Supervisors**

APPROVED AS TO FORM:

COUNTY COUNSEL



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: Public Works - Road

TIME REQUIRED

SUBJECT Hiring Freeze Variance -
Maintenance Worker II-III Vacancy in
Road Area II

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Due to an in-county transfer to Road Area I (Crowley) a Maintenance Worker II-III vacancy will exist in Road Area II (Benton). Public Works has followed the Mono County protocol to fill the vacancy created. This vacancy is a full-time position in the Benton area and requires an in-county recruitment first for Public Works Maintenance Worker employees and if no requests to transfer were received then the position would be advertised out-of-county.

RECOMMENDED ACTION:

Authorize Public Works Director, in consultation with Human Resources, to recruit in-county to fill the upcoming vacancy in Road Area II. If no requests are received in-county then recruit out-of-county to fill same vacancy. Provide any desired direction to staff.

FISCAL IMPACT:

The funding source for this position is full-time out of the Road Fund. Maintenance Worker II - The total cost for remainder of fiscal year 14/15 is \$13,931 and a full fiscal year is \$55,726 of which \$36,456 is salary. Maintenance Worker III - The total cost for remainder of fiscal year 14/15 is \$14,393 and a full fiscal year is \$57,574 of which \$38,304 is salary.

CONTACT NAME: Jeff Walters

PHONE/EMAIL: 760.932.5459 / jwalters@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Hiring Freeze Variance - Vacancy in Benton](#)

History

Time	Who	Approval
2/5/2015 7:36 AM	County Administrative Office	Yes
2/4/2015 3:29 PM	County Counsel	Yes
2/5/2015 10:03 AM	Finance	Yes



MONO COUNTY DEPARTMENT OF PUBLIC WORKS

POST OFFICE BOX 457 • 74 NORTH SCHOOL STREET • BRIDGEPORT, CALIFORNIA 93517
760.932.5440 • Fax 760.932.5441 • monopw@mono.ca.gov • www.monocounty.ca.gov

Date: February 10, 2015
To: Honorable Chair and Members of the Board of Supervisors
From: Jeff Walters, Public Works Director / Director of Road Operations and Fleet Services
Subject: Hiring Freeze Variance – Maintenance Worker II-III Vacancy in Road Area II

Recommended Action:

Authorize Public Works Director, in consultation with Human Resources, to recruit in-county to fill an existing Maintenance Worker II-III vacancy in Road Area II (Benton). If no requests are received in-county then advertise out-of-county to fill same vacancy. Provide any desired direction to staff.

Fiscal Impact:

The funding source for this position is full-time out of the Road Fund.

Maintenance Worker II - The total cost for remainder of fiscal year 14/15 is \$13,931 and a full fiscal year is \$55,726 of which \$36,456 is salary.

Maintenance Worker III - The total cost for remainder of fiscal year 14/15 is \$14,393 and a full fiscal year is \$57,574 of which \$38,304 is salary.

Discussion:

Due to an in-county transfer of a Maintenance Worker III to Road Area I (Crowley) a vacancy will exist for a Maintenance Worker II-III in Road Area II. Public Works (PW) has followed the Mono County Public Employees MOU protocol to fill that vacancy.

Road Area II staff is responsible for maintaining over 157 miles of roadways in areas including the communities of Benton, Chalfant Valley, Hammil Valley, and White Mountain Estates among others.

During summer months this employee will work with the other staff in Road Area II and maintain over 31 miles of paved and 125 miles of dirt roads. During winter 52.27 miles of snow removal and 5 miles of spring opening snow removal are under their responsibility.

This position is critical in ensuring day-to-day operations of road maintenance and snow removal operations in Road Area II.

If this position is not filled it will require additional help from other districts (when possible) during winter and summer for snow removal, traffic control, road maintenance and other tasks. One fewer snow removal operator directly results in slower response times and a reduction in level of service to constituents.

If you have any questions regarding this item, please contact Jeff Walters at 932-5459.

Respectfully submitted,



Jeff Walters
Public Works Director / Director of Road Operations and Fleet Services



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: Clerk of the Board

TIME REQUIRED

SUBJECT ABC Application - Walker Country Store

PERSONS APPEARING BEFORE THE BOARD

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Application for Alcoholic Beverage License received from the Department of Alcoholic Beverage Control on January 28, 2015. Addressed to the Board of Supervisors, informational only.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Shannon Kendall

PHONE/EMAIL: x5533 / skendall@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR **PRIOR TO 5:00 P.M. ON THE FRIDAY 32 DAYS PRECEDING THE BOARD MEETING**

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

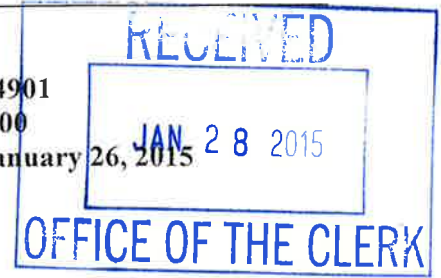
[ABC](#)

History

Time	Who	Approval
1/28/2015 2:48 PM	Clerk of the Board	Yes

APPLICATION FOR ALCOHOLIC BEVERAGE LICENSE(S)

ABC 211 (6/99)



TO: Department of Alcoholic Beverage Control
 4800 STOCKDALE HWY
 STE 213
 BAKERSFIELD, CA 93309
 (661) 395-2731

File Number: 553776
 Receipt Number: 2274901
 Geographical Code: 2600
 Copies Mailed Date: January 26, 2015
 Issued Date:

DISTRICT SERVING LOCATION: BAKERSFIELD

First Owner: **BARTH, KARLA KAYE**
 Name of Business: **WALKER COUNTRY STORE**
 Location of Business: **107700 HIGHWAY 395**
WALKER, CA 96107-9707

County: **MONO**

Is Premise inside city limits? **No** Census Tract **0001.02**

Mailing Address: **107700 HIGHWAY 395**
 (If different from premises address) **COLEVILLE, CA 96107-9707**

Type of license(s): **21**

Transferor's license/name: **428013 / SMITH, DANIEL LEE** Dropping Partner: Yes No

License Type	Transaction Type	Fee Type	Master	Dup	Date	Fee
21 - Off-Sale General	FIDUCIARY TRANSFER	NA	Y	0	01/26/15	\$50.00
NA	FEDERAL FINGERPRINTS	NA	N	1	01/26/15	\$24.00
NA	STATE FINGERPRINTS	NA	N	1	01/26/15	\$39.00
Total						\$113.00

Have you ever been convicted of a felony? **No**

Have you ever violated any provisions of the Alcoholic Beverage Control Act, or regulations of the Department pertaining to the Act? **No**

Explain any "Yes" answer to the above questions on an attachment which shall be deemed part of this application.

Applicant agrees (a) that any manager employed in an on-sale licensed premises will have all the qualifications of a licensee, and (b) that he will not violate or cause or permit to be violated any of the provisions of the Alcoholic Beverage Control Act.

STATE OF CALIFORNIA County of **MONO**

Date: **January 26, 2015**

Under penalty of perjury, each person whose signature appears below, certifies and says: (1) He is an applicant, or one of the applicants, or an executive officer of the applicant corporation, named in the foregoing application, duly authorized to make this application on its behalf; (2) that he has read the foregoing and knows the contents thereof and that each of the above statements therein made are true; (3) that no person other than the applicant or applicants has any direct or indirect interest in the applicant or applicant's business to be conducted under the license(s) for which this application is made; (4) that the transfer application or proposed transfer is not made to satisfy the payment of a loan or to fulfill an agreement entered into more than ninety (90) days preceding the day on which the transfer application is filed with the Department or to gain or establish a preference to or for any creditor or transferor or to defraud or injure any creditor of transferor; (5) that the transfer application may be withdrawn by either the applicant or the licensee with no resulting liability to the Department.

Effective July 1, 2012, Revenue and Taxation Code Section 7057, authorizes the State Board of Equalization and the Franchise Tax Board to share taxpayer information with Department of Alcoholic Beverage Control. The Department may suspend, revoke, and refuse to issue a license if the licensee's name appears in the 500 largest tax delinquencies list. (Business and Professions Code Section 494.5.)

Applicant Name(s)

Applicant Signature(s)

See 211 Signature Page

BARTH, KARLA KAYE



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: Finance

TIME REQUIRED 30 minutes (10 minute presentation;
20 minute discussion)

**PERSONS
APPEARING
BEFORE THE
BOARD**

Leslie Chapman

SUBJECT Home Investment Partnership
Program (HOME) First Time
Homebuyer Program

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

First Time Homebuyer Program funded by Home Investment Partnership Program (HOME).

RECOMMENDED ACTION:

1. Authorize staff to enter into a Sub-recipient agreement to implement and administer the Mono County First-Time Homebuyer (FTHB) Program on behalf of Mono County subject to the oversight described below: a. Establishment of a loan committee that will be responsible to review the loan files for completeness, make sure applicants meet the eligibility requirements and select award recipients based on the sub-recipient's recommendations and the committee's findings, and b. Maintain up to \$8,750 (50% of the HCD administration allocation) to oversee operations and the FTHB program and to ensure compliance with HUD/HCD and HOME requirements. 2. Authorize the CAO to approve and execute the sub recipient agreement as described above, provided it complies with all HOME Program and HUD/HCD requirements and is approved as to form by County Counsel. 3. Direct staff to choose Mammoth Lakes Housing as the sub-recipient based on local status and extensive experience with these types of grant programs or direct staff to use a competitive selection process and award the contract to the most qualified applicant.

FISCAL IMPACT:

Grant revenues and projected expenditures are included in the Housing budget. General Fund Staff time will be required to ensure proper oversight of the First Time Homebuyer Program, loan portfolio management and administration of a loan committee.

CONTACT NAME: Leslie Chapman

PHONE/EMAIL: 760-932-5494 / mmahaffey@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[HCD Procurement Memo](#)

History

Time	Who	Approval
2/5/2015 10:09 AM	County Administrative Office	Yes
2/5/2015 9:32 AM	County Counsel	Yes
2/5/2015 9:29 AM	Finance	Yes

County Counsel
Marshall Rudolph

Assistant County Counsel
Stacey Simon

Deputies
John-Carl Vallejo
Christian Milovich

**OFFICE OF THE
COUNTY COUNSEL**

Mono County
South County Offices
P.O. BOX 2415
MAMMOTH LAKES, CALIFORNIA 93546

Telephone
760-924-1700
Facsimile
760-924-1701

Legal Assistant
Jenny Senior

To: Board of Supervisors

From: Stacey Simon, Assistant County Counsel

Date: February 10, 2015

Re: First-time homebuyers' assistance (HOME) program procurement
for subrecipients and contractors

Questions Presented and Short Answers

- 1. What procurement requirements are applicable to contracts entered into by the County for administrative services under the HOME first-time homebuyers' assistance program (the "HOME Program")?**

If a vendor or contractor relationship is created between the County and another entity, then a competitive process, including circulation of a request for proposals (RFP) and the evaluation of submitted proposals based on specified criteria and qualifications, is required.

- 2. Do the procurement requirements differ if the contract creates a "subrecipient" relationship as opposed to a "contractor" (or vendor) relationship with the other entity?**

If a subrecipient relationship is created between the County and another entity that is a public entity or a non-profit, then a competitive process is not required.

- 3. What is the difference between a "subrecipient" and a "contractor" (or vendor) in the context of the HOME Program?**

A subrecipient has direct substantive responsibility for compliance with Federal program requirements, makes discretionary determinations regarding the program (e.g., to whom funds should be awarded, etc.) and is subject to direct audit. When a subrecipient is used, the grantee acts largely

as a pass through entity for the funds, but the grantee continues to have responsibility for compliance with the Federal program – along with the subrecipient.

In contrast, a vendor or contractor provides goods or services, which may include the services of an “Administrative Subcontractor,” to the grantee to assist the grantee in carrying out the Federal program itself, but the vendor or contractor is not directly responsible for carrying out the program and is not subject to direct audit for its performance.

4. How can the County determine whether an outside entity is (or should be) retained as a subrecipient or as a vendor in those cases where it is not clear or where either relationship could be used?

There are Federal guidelines which may be used to help determine which type of relationship is created. In cases where there is uncertainty or where a choice as to which type of relationship to create exists, it is important for the grantee to make an early determination as to which relationship it seeks and to structure the relationship to conform to those requirements and characteristics.

5. Does the fact that the County specified that it would be utilizing a subrecipient relationship in its grant application for HOME funds prevent it from now utilizing a vendor/contractor relationship?

No. The County is free to now enter into a vendor relationship utilizing HOME funds if it determines that that relationship is most appropriate and advantageous.

Detailed Analysis

1. What are the procurement requirements when the County contracts for vendor/contractor services utilizing HOME Program funds?

Rules governing administration of the HOME Program and the expenditure of HOME funds are set forth in regulations adopted by the Department of Housing and Urban Development (HUD) which are located at Part 92 of Title 24 of the Code of Federal Regulations (§§ 92.1 through 92.618).

Section 92.505 of Part 92 provides that government entities receiving HOME funds are subject to various requirements found in Title 24, Part 85 (specifically, §§ 85.6, 85.12, 85.20, 85.22, 85.26, 85.32 through 85.34, 85.36, 85.44,

85.51 and 85.52) of the Code of Federal Regulations.¹ From among these, Subdivision (d) of section 85.36 includes a list of authorized procurement methods, and provides that a grantee may use its own procurement processes, provided that they comply with the requirements of section 85.36. The methods authorized by subdivision (d) are: (1) Procurement by small purchase procedures for purchases of less than \$100,000; (2) Procurement by sealed bids (the preferred method for construction services); (3) Procurement by competitive proposal (generally used when conditions not appropriate for use of sealed bids); and (4) Procurement by noncompetitive proposals.

Subdivision (4)(i) of section 85.36 outlines when procurement by noncompetitive proposals is authorized. According to that subdivision, noncompetitive procurements may only be utilized where award of a contract is infeasible under small purchase procedures, sealed bids, or competitive proposals and one of the following applies: “(A) the item is available only from a single source; (B) the public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation; (C) the awarding agency authorizes noncompetitive proposals; or (D) after solicitation of a number of sources, competition is determined inadequate.”

The County’s HOME funds grant document from the California Department of Housing and Community Development references these same requirements; meaning that the terms of the HOME grant received by Mono County specifically require compliance with section 85.36. “The HOME Recipient shall comply with the Federal Uniform Administrative Requirements set forth in 24 CFR 92.505 . . . this means compliance with . . . the following sections of 24 CFR 85 . . . 85.36 . . .”. (13-HOME-8996 Standard Agreement between the County of Mono and the State of California, June 12, 2014, Exhibit A, page 2.)

The procurement requirements described above are also reiterated in the California Department of Housing and Community Development’s “HOME Contract Management Manual” dated April 2006 (the “HOME Manual”). Specifically, Chapter IV of the HOME Manual provides that “State Recipients are subject to the procurement provisions of 24 CFR 92.356 [dealing with conflicts of interest] and 24 CFR 85.36”. Cities and Counties are included within the definition of “State Recipients.”

The HOME Manual outlines the four procurement methods set forth in 24 CFR § 85.36, and then describes additional requirements for procurements involving Administrative Subcontractors.² Among other things, the grantee must solicit proposals from at least three active Administrative Subcontractors in

¹ Note that these are many of the same regulations that apply to the Federal CDBG Program as well.

² Recipients of HOME funds are subject to applicable federal and State requirements. If in conflict, the federal requirements govern.

either the CDBG or HOME program, and provide at least three weeks between the date of mailing of the RFP and the date proposals are due (two weeks for faxed or emailed RFPs and proposals). Additionally, the grantee must insert language in the RFP indicating that State approval is required prior to selection of the Administrative Subcontractor. (HOME Manual at p. IV-5.) The HOME Manual also states that contracts may not exceed three years in length in order to allow for free and open competition. (HOME Manual at p. IV-6.)

2. Do these same requirements apply where the contract creates a subrecipient relationship?

The definition of subrecipient in the HOME regulations provides that “The participating jurisdiction’s selection of a subrecipient *is not subject to* the procurement procedures and requirements.” (24 CFR § 92.2, Emphasis added.)

The HOME Manual also references this exception in its “Frequently Asked Questions” section, which states: “Q: If a jurisdiction knows someone who has worked for them in the past and is familiar with the jurisdiction’s project, can the jurisdiction simply hire them to perform the work under a sole source arrangement? A: No, this is not sufficient reason to justify sole source procurement. The jurisdiction must keep in mind the need to promote open and free competition, and should procure using one of the methods described in this chapter. *However, depending on whether the third party meets the definition of a subrecipient, the jurisdiction may be able to select the organization as a subrecipient.*” (HOME Manual at p. IV-7, Emphasis added.)

This concept is further discussed in the HUD publication “Managing CDBG: A Guidebook for CDBG Grantees on Subrecipient Oversight,” dated March 2005 (“the CDBG Manual”). Although the HOME Program is distinct from the CDBG Program, both are subject to many of the same regulations and guidelines and both draw the same distinctions between subrecipients and vendors. The CDBG Manual compares subrecipients to contractors, by stating, among other things, that subrecipients “can be designated by the grantee, [while] contractors must be selected through a competitive procurement process.” (CDBG Manual at p. 1-7.).

Accordingly, in the selection of a subrecipient, a participating jurisdiction is not required to follow the HOME regulations related to competitive procurement which are described in section 1 of this memo– but, as discussed in more detail below, is required to make direct compliance with Federal program requirements a part of the subrecipient agreement.

3. What is the distinction between a subrecipient and a contractor (or vendor) under the HOME program laws?

The Office of Management and Budget’s (OMB) Circular A-133 is the primary source for guidance in distinguishing between subrecipients and contractors (contractors are referred to as vendors in Circular A-133).

According to OMB Circular A-133, a subrecipient is an entity that expends awards received from a pass-through entity (e.g., the County) to actually carry out all or a portion of a Federal program. “A subrecipient relationship exists when funding from a pass-through entity is provided to perform a portion of the scope of work or objectives of the pass-through entity’s award agreement with the . . . awarding agency.” (Circular A-133, § __.105.)

Circular A-133 provides a list of characteristics (see below) which tend to demonstrate the nature of the relationship between the grantee and a third party, but cautions that the list shouldn’t be mechanically applied, and that judgment must be used in determining whether a subrecipient or vendor relationship exists. Specifically, all the characteristics of the relationship must be examined to determine whether the arrangement *as a whole* has qualities that are more indicative of a subrecipient or a vendor relationship.

Vendor	Subrecipient
Provides the goods and services within normal business operations	Determines who is eligible to receive what Federal financial assistance
Provides similar goods or services to many different purchasers	Has its performance measured against whether the objectives of the Federal program are met
Operates in a competitive environment	Has responsibility for adherence to applicable Federal program compliance requirements
Provides goods or services that are ancillary to the operation of the Federal program	Uses the Federal funds to carry out a program of the organization, as compared to providing goods or services for a program of the pass-through entity
Is not subject to compliance requirements of the Federal program	

To summarize, when an entity receiving Federal funds from a grantee has contractual responsibility for programmatic decision making; for substantively meeting the objectives of the Federal program; for adhering to applicable Federal program requirements; and/or for otherwise carrying out all or a part of the Federal program in place of (or “in the shoes of”) the grantee, then that entity will (or should) be classified as a subrecipient. Generally, the subrecipient is

using the Federal funds to carry out a program of its own (e.g., consistent with its mission and goals as an organization), as opposed to providing goods or services to support the grantee's goals. A subrecipient is treated as a recipient of the Federal award (similar to the grantee itself) and is subject to the same audit and other requirements applicable to the original grantee, may not charge a flat fee for its services, and is subject to the HOME conflict of interest requirements. These (and other applicable) requirements must be passed through to the subrecipient in the agreement.

In contrast, a vendor or contractor is like a traditional contractor providing goods or services in support of the grantee's efforts to carry out the Federal program. "A vendor . . . is generally a dealer, distributor or other seller that provides, for example, supplies, expendable materials, or data processing services in support of the project activities." (Circular A-133, § __.105.) A vendor does not have responsibility for making substantive programmatic decisions, nor for directly meeting the Federal program objectives, but instead is retained to provide goods or services that enable the grantee to do so. A vendor may act as an Administrative Subcontractor, carrying out program administration and related activities. As discussed previously, specific procurement requirements apply to the selection of an Administrative Subcontractor. A vendor is not subject to Federal or state audit, but instead is overseen by the grantee through the contractual relationship.

4. Determining whether an outside entity is (or should be) retained as a subrecipient or a vendor in those cases where it is not clear, or where either relationship could be used

As may already be apparent, it is not always clear what type of relationship exists (or should exist), and agencies around the county struggle in making subrecipient/vendor determinations. (See e.g., "The Devil is in the Details: Distinguishing Subrecipient Awards from Subcontracts." (<http://finance.duke.edu/research/documents/SubcontractSeries-1.pdf>.) The substance of the relationship is more important than the form of the agreement or the name used to refer to the other entity - and a grantee will suffer adverse consequences if it inadvertently misclassifies an entity performing vendor services as a subrecipient or an entity acting as a subrecipient as a vendor. (Circular A-133, § __.210 (d).)

HUD itself acknowledges (in the context of the CDBG program) that "there can be some tricky cases" where it is difficult to determine whether a particular contractor should be treated as a vendor or a subrecipient, and provides the following example: "If a non-profit day care provider is hired by a grantee (after a procurement process) to provide day care services to a lower-income neighborhood, the non-profit is a contractor in this instance, even though the grantee could have chosen to designate the non-profit as a subrecipient to

carry out the very same activity. The difference lies in the procurement process and in the administrative and monitoring requirements for subrecipients.” (CDBG Manual, Chapt. 1-7.)

What the above reveals, is that the process used by a grantee to select an entity to provide services can itself be a factor in determining what relationship exists. Accordingly, it is important to determine, up front, what relationship is sought and to apply requirements consistent with that particular status throughout the relationship with the third party entity.

This does not mean that there should not be some type of reasonable, informed selection process utilized where a subrecipient relationship is created. State HCD staff have opined that a process through which organizations can demonstrate their capacity to carry out the program and meet Federal requirements is desirable in the selection of a subrecipient.³ Additionally, an information gathering process in the context of selecting a subrecipient would necessarily look quite different from a competitive vendor process. For example, the grantee might want to interview various possible subgrantees, in addition to looking at their past track record, experience, etc.

5. May the County elect to create a vendor relationship with HOME funds notwithstanding the fact that it indicated in its grant application that a subrecipient would be used?

There is nothing in the grant obtained by the County which prevents the County from now determining that a vendor relationship should be utilized, and the County is not obligated to utilize a subrecipient to administer the funds simply because it indicated it would do so in the grant application. This was confirmed by email correspondence with HCD staff.⁴

If the Board has any questions regarding this memo or the topics discussed, I will be at your meeting on February 3.

³ Emails from Kelly Whitaker, HOME Program Representative, HCD, to Stacey Simon, January 9, 2015 and January 15, 2015.

⁴ Email from Kelly Whitaker, January 9, 2015.



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: Public Works, Finance, Community Development and County Counsel

TIME REQUIRED 30 minutes (10 presentation, 20 discussion)

PERSONS APPEARING BEFORE THE BOARD

Wendy Sugimura

SUBJECT Grant Agreement with Sierra Nevada Conservancy for Mono County Thermal Biomass Project at the Bridgeport Road Shop

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

Proposed grant agreement with the Sierra Nevada Conservancy pertaining a grant award of \$215,000 for the Bridgeport Thermal Biomass Project.

RECOMMENDED ACTION:

1. Approve Grant Agreement with the Sierra Nevada Conservancy for the Mono County Thermal Biomass Project in the amount of \$215,000, and 2. authorize the County Administrative Officer to sign the agreement and any other necessary grant documents. Provide any desired direction to staff

FISCAL IMPACT:

None to General Fund. Grant funds of \$215,000 are anticipated to cover direct hard and soft project costs. Annual savings from reduced propane costs are anticipated to absorb increased staff costs for long-term operation and maintenance.

CONTACT NAME: Wendy Sugimura

PHONE/EMAIL: 760.924.1814 / wsugimura@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[staff report](#)

[Attachment](#)

History

Time	Who	Approval
2/5/2015 7:36 AM	County Administrative Office	Yes
2/4/2015 4:50 PM	County Counsel	Yes
2/5/2015 10:03 AM	Finance	Yes

Mono County Community Development Department

PO Box 347
Mammoth Lakes, CA 93546
760.924.1800, fax 924.1801
commdev@mono.ca.gov

PO Box 8
Bridgeport, CA 93517
760.932.5420, fax 932.5431
www.monocounty.ca.gov

February 10, 2015

To: The Honorable Mono County Board of Supervisors

From: Wendy Sugimura, Community Development Associate Analyst
Tony Dublino, Solid Waste Superintendent
Joe Blanchard, Parks and Facilities Superintendent

Re: Grant Agreement with the Sierra Nevada Conservancy for the Mono County Thermal Biomass Project at the Bridgeport Road Shop

ACTION REQUESTED

1. Approve the Grant Agreement with the Sierra Nevada Conservancy for the Mono County Thermal Biomass Project in the amount of \$215,000, and authorize the County Administrative Officer to sign the agreement and any other necessary grant documents.
2. Provide any desired direction to staff.

FINANCIAL IMPACT

None to the General Fund at this time. The grant funds of \$215,000 are anticipated to cover direct hard and soft project costs. Annual savings from reduced propane costs are anticipated to absorb increased staff costs for long-term operation and maintenance.

DISCUSSION

On November 4, 2014, the Board of Supervisors discussed this project and authorized staff to proceed with a grant application to the Sierra Nevada Conservancy (SNC). In December 2014, the SNC awarded a grant of \$215,000 to fund the project, and will also, in addition to the grant funding, make technical assistance specific to biomass technology available to Mono County. Approval of the Grant Agreement and authorization of the CAO to sign the necessary documentation is requested to initiate the project.

The project was determined to be a categorical exclusion under the California Environmental Quality Act (CEQA), and a Notice of Exemption was filed on November 4, 2014.

This staff report has been reviewed by the Community Development director. Please contact Wendy Sugimura at 760.924.1814 or wsugimura@mono.ca.gov with any questions.

ATTACHMENTS

- Sierra Nevada Conservancy Grant Agreement No. 812

Signature Page State of California
Sierra Nevada Conservancy – GRANT AGREEMENT

GRANTEE NAME:	County of Mono	
PROJECT NAME:	Mono County Thermal Biomass Project	
AUTHORITY:	Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006	
PROGRAM:	Sierra Nevada Conservancy – Proposition 84	
AGREEMENT NUMBER:	812	
PROJECT PERFORMANCE:		
Under the terms and conditions of this agreement, the applicant agrees to complete the project as described in the Project Scope described in Exhibit A, and any subsequent amendments, and provide the report(s) described in Exhibit B. The State of California, acting through the Sierra Nevada Conservancy, agrees to fund eligible costs of the project up to the total grant amount as specified below. The performance period begins upon approval of this Agreement and ends no later than March 31, 2017.		
PROJECT DESCRIPTION:		
See project description on Page 3 and Exhibit A of the Agreement. Danna Stroud (or such other person[s] as the Executive Officer may designate from time to time) is the Sierra Nevada Conservancy's designated Project Lead for this grant. The Grantee's officer, or employee with responsibility for administering this agreement, is Ms. Wendy Sugimura or successor.		
Total State Grant not to exceed	\$215,000.00	(or project costs, whichever is less)
The General and Special Provisions attached are made a part of, and incorporated into the Agreement.		
GRANTEE		STATE OF CALIFORNIA SIERRA NEVADA CONSERVANCY
By:		By:
Title:		JIM BRANHAM Executive Officer
Date:		Date:
Organization Address: P.O. Box 347 Mammoth Lakes, CA 93546		

CERTIFICATION OF FUNDING – FOR STATE USE ONLY					
ESTIMATED FUNDING		AGREEMENT NUMBER		FUND	
\$215,000.00		812		6051 Proposition 84	
ADJ. INCREASING ENCUMB		APPROPRIATION/FUNCTION		CHAPTER – STATUTE – FISCAL YEAR	
\$		3855-101-6051 LOCAL ASSISTANCE		21 – 2012 – 12/13	
ADJ. DECREASING ENCUMB		TBA NO.	B.R. NO.		
\$					
UNENCUMBERED BALANCE		LINE ITEM ALLOTMENT			
\$					
INDEX	OBJECT	PCA	AGREEMENT NO.	AMOUNT	
9500	702.03	60592	812	\$215,000.00	
I hereby certify that budgeted funds are available for this encumbrance.					
ADMINISTRATIVE SERVICES MANAGER					DATE

GRANT AGREEMENT
State of California – Sierra Nevada Conservancy

Grantee Name: County of Mono

Project Name: Mono County Thermal Biomass Project

Agreement Number: 812

Authority: Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006

Program: Sierra Nevada Conservancy Proposition 84 Grants Program, Public Resources Code Section 75050(j)

PROJECT DESCRIPTION

The goal of the “Mono County Thermal Biomass Project” is to sustainably utilize biomass resulting from activities associated with reducing catastrophic wildfire risk (including defensible space treatments), improving forest habitat and resilience, treating forest pests, and restoring meadow structure and function. A secondary goal is to provide a model in the Sierra Nevada region of a successful thermal biomass project, potentially paving the way for other thermal projects and expanding the utilization of forest-sourced biomass. The project is a Category I on-the-ground facility improvement project.

The project will remove and replace the current, outdated, and inefficient propane boiler system at the County Road Shop and Parks/Facilities building in Bridgeport with a new 2.5 MMBtu/hour or less thermal biomass boiler system. The biomass boiler will be installed within the current boiler footprint and will provide heat for approximately 12,855 square feet. The mechanical room will be retrofitted to accommodate a fuel hopper and water storage tank, and existing piping and pumps will be reconfigured as necessary for full system integration. Staff will be fully trained in system operations and maintenance, and a new wood chip storage building of up to 960 square feet will be constructed on-site to ensure one week of fuel supply. The thermal unit will consume a maximum of 367 bone dry tons (BDT) of biomass a year.

Attached hereto in Exhibit A are: 1) a detailed Project Scope and description of the expected work products or “deliverables”; 2) project schedule; and 3) project Budget Categories. Detailed reporting requirements are described and attached hereto as Exhibit B.

TERMS AND CONDITIONS OF GRANT

Special Provisions

A. Project Operation

1. The grantee shall use, manage, operate and maintain the Project, for the purposes for which this grant was made, for a minimum of twenty years ("Project Operation Period"). The grantee shall administer a sound business program for ensuring the proper use, maintenance, repair, protection, insurance and preservation of the Project through-out the Project Operation Period. The grantee assumes all operation and maintenance costs of the Project; SNC shall not be liable for any cost of maintenance, management, or operation. The grantee may be excused from its obligations for operation and maintenance only upon the written approval of the Executive Officer.
2. SNC may inspect the Project, and all documentation relating to use, management, operation and maintenance of the Project, at any time during the Project Operation Period.
3. The obligations set forth in this Paragraph A constitute essential obligations for purposes of Paragraph I of the General Provisions of this Agreement.

B. Equipment

For the purposes of this agreement, the term "equipment" is defined as supplies or tools with an individual unit cost of more than \$5000 and a life expectancy of two (2) years or more; the term "equipment" does not include the thermal biomass boiler system.

1. Unless otherwise stipulated in this agreement, all equipment purchased/reimbursed with agreement funds shall be the property of the Sierra Nevada Conservancy (SNC). The grantee shall maintain and administer a sound business program for ensuring the proper use (operators must be properly trained, licensed and capable), maintenance, repair, protection, insurance and preservation of equipment purchased with grant funds, and must perform a physical inventory and reconciliation to equipment records every two years. This must be available to SNC staff upon request.
2. Records for grant equipment, which are subject to audit by SNC and/or State Department of Finance, shall also be made available in the grant file and retained for three years after final disposition of the equipment, or for three years after final grant payment is made, whichever is later.
3. Within sixty (60) calendar days prior to the termination or end of this agreement, the grantee shall provide a final inventory report of equipment. SNC shall, within

30 days, determine the requirements, including the manner and method, of disposition of the remaining equipment. Final disposition instructions will be provided to the grantee in writing.

General Provisions

I. Project Termination

1. Prior to the completion of the Project, either party may terminate this Agreement by providing the other party with thirty (30) days' written notice of termination.
2. If the SNC terminates this Agreement prior to the end of the Project Performance Period, the Grantee shall take all reasonable measures to prevent further costs to the SNC hereunder. The SNC shall be responsible for any reasonable and non-cancelable obligations incurred by the Grantee under this Agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this Agreement.
3. If the Grantee fails to complete the Project in accordance with the terms of this Agreement, or fails to fulfill any other essential obligation(s) under this Agreement, including the obligation to use, manage, operate and maintain the Project for twenty years, the Grantee shall be liable for immediate repayment to the SNC of all amounts disbursed by the SNC under this Agreement, plus accrued interest. Interest shall be calculated at the rate(s) earned by the State's Pooled Money Investment Account from the date of disbursement to the date of repayment, compounded monthly. In the case of any such failure occurring during the Project Performance Period set forth on the signature page of this Agreement, all obligations of SNC and the State hereunder shall be suspended until the failure is corrected; and if the Grantee does not correct the failure within thirty (30) days following notice by the SNC to do so, the failure shall constitute an automatic termination of this Agreement for cause. The SNC may, in its sole discretion, consider extenuating circumstances and may waive, in whole or in part, any provision of this paragraph, subject to the requirements of the Act and other applicable laws. This paragraph shall not be deemed to limit any other remedies the SNC may have for breach of this Agreement by Grantee.

General Provisions

A. Definitions

1. The term "Act" means The Safe Drinking Water, Water Quality and Supply, Flood Control, River and Coastal Protection Bond Act of 2006 (Proposition 84).
2. The term "Advance Request" means the Sierra Nevada Conservancy's "Request for Advance, Proposition 84 State Grant Program" Form.

3. The term "Agreement" means this grant agreement.
4. The term "Application" means the grant application, its required attachments, and any other applicable materials supplied by the applicant to the Sierra Nevada Conservancy prior to award of the grant.
5. The term "Application Guidelines" means the Sierra Nevada Conservancy Proposition 84 Grant Guidelines.
6. The terms "Developed" and "Development" include, but are not limited to the physical improvement of real property, including the construction of facilities or structures.
7. The terms "Grant" and "Grant Funds" mean the money provided by the Sierra Nevada Conservancy to the grantee under this agreement.
8. The terms "Grantee" and "Applicant" mean an applicant who has a signed agreement to receive grant funds from the Sierra Nevada Conservancy.
9. The term "Payment Request Form" means Sierra Nevada Conservancy's "Request for Payment, Proposition 84 State Grant Program" Form.
10. The term "Project" means the activity described in Exhibit A to be accomplished with the use of grant funds.
11. The term "Project Budget" means the cost estimate approved by the Sierra Nevada Conservancy and included in Exhibit A to this agreement, or as subsequently amended.
12. The term "Project Scope" means the goals and objectives to be accomplished by the project.
13. The term "Project Site" means the real property to be developed, restored, or otherwise enhanced, using funds provided under this agreement.
14. The terms "Restored" and "Restoration" refer to the improvement of physical structures or facilities and, in the case of natural systems and landscape features, include but are not limited to, projects for the control of erosion, the control and elimination of exotic species, prescribed burning, fuel hazard reduction, fencing out threats to existing or restored natural resources, road elimination, and other plant and wildlife habitat improvement to increase the natural system value of the property. Restoration projects shall include the planning, monitoring and reporting necessary to ensure successful implementation of the project objectives.
15. The term "SNC" means the Sierra Nevada Conservancy, an agency of the State of California.

16. The term "State" means the State of California.

B. Guidelines and Application – Incorporation by Reference

The application guidelines, the application, and any subsequent changes or additions to the application approved in writing by the SNC are hereby incorporated by reference into this agreement as though set forth in full in this agreement.

C. Project Implementation

1. The SNC hereby grants to the grantee a sum of money not to exceed the amount stated on the signature page of this agreement, on condition that the grant funds be expended for the eligible costs and purposes of the project as described in Exhibit A of this agreement and pursuant to all other terms and conditions set forth herein.
2. Grantee shall furnish any and all additional funds that may be necessary to complete the Project.
3. Grantee shall complete the project within the project performance period set forth on the signature page, unless an extension has been granted by the SNC in writing, pursuant to the terms and conditions of this agreement. Any requests for extensions must be made by the grantee in writing at least sixty (60) days prior to the end of the project performance period.
4. When awarding a contract for a "public works project" funded under this act, the awarding body must comply with applicable State laws concerning the payment of prevailing wages (Labor Code section 1720 et seq., including sections 1771.5 and 1720.4; Public Resources Code section 75075). Before soliciting bids or entering into contracts for any physical work to be performed on land or on improvements to land, or for any inspections or surveys in preparation for such work, the grantee shall determine whether the activities to be contracted for include or constitute a "public works project" to which the said laws apply.
5. Grantee certifies that the project does and will continue to comply with all current laws and regulations which apply to the Project, including, but not limited to, legal requirements for construction contracts and workers' compensation, building codes, environmental laws (including but not limited to the California Environmental Quality Act), health and safety codes, and disabled access laws.
6. Changes to the project scope resulting from compliance with the California Environmental Quality Act are permitted, provided the SNC determines that the project continues to meet all objectives of the project prior to implementing the change of project scope.
7. Grantee certifies, pursuant to Government Code section 16645 et seq., that 1) no State funds disbursed to grantee under this agreement will be used to assist,

promote, or deter union organizing; and 2) if grantee incurs any costs for any such purpose(s), grantee will maintain records sufficient, under Government Code section 16645.2 to show that no reimbursement from State funds has been sought for these costs, and grantee will provide these records to the California Attorney General upon request.

8. Prior to commencing any work under this agreement, grantee shall obtain the SNC's written approval of any change or deviation from the original project scope set forth in Exhibit A and the application. In order to be approved, changes in the project scope must serve the need and purpose cited in the original application. Any modification to the project or project scope must also comply with all current laws and regulations and all other requirements of this agreement and the project must still be completed with available funding from the grantee and funds provided under this agreement. The request for the SNC written approval must be submitted to the SNC in writing at least thirty (30) days before the commencement of said work.
9. All actions and approvals, required to be taken by the SNC under this Agreement, may be taken by its Executive Officer or his/her designee.

D. Use of Land and Facilities

1. Grantee and its successors-in-interest shall maintain, operate, and use the project and the project site in a manner consistent with the purpose(s) set forth in the grant application and this agreement, for at least ten (10) years following the date of project completion. During said time, the grantee and its successors shall maintain an ownership interest in the land, or agreements with the owner(s) of the land, sufficient to assure control of the project site. The grantee and its successors, may assign the responsibility to maintain and operate the project site only with the written approval of the SNC, and may be excused from the obligation to maintain and operate the project site only upon the written approval of the SNC for good cause shown. "Good cause" includes, but is not limited to, natural disasters that destroy the project improvements and render the project obsolete or impracticable to rebuild.
2. The grantee and its successors shall not sell or otherwise relinquish control of the project site (including any portion of it or any interest in it) without the written approval of the SNC, but such approval shall not be unreasonably withheld, provided that grantee tenders assurances to the SNC, in the form of legal documentation, that the grantee or its successor(s), as the case may be, remain bound and able to operate and maintain the project, the project site, and any improvements funded under the grant for at least ten (10) years from the date of project completion.
3. Notwithstanding paragraph 2 above, nothing in this agreement shall prevent the transfer of the project site to a public agency including the federal government (excluding a public agency established under the laws of another state), provided the transferee expressly assumes all of the obligations of this agreement.

4. If, without the written consent of the SNC, the use of the project site is changed to a use not permitted by this agreement, or the project site or any portion of or interest in it is sold or conveyed without the assurances described in paragraph 2 above, grantee shall be liable to reimburse or pay the SNC one of the following amounts, to be determined by the SNC in its sole discretion: 1) the amount of the grant plus any interest accrued on grant funds or 2) the current fair market value or the replacement value, whichever is more, of all development, restoration, and other enhancement of the project site which has been funded under this agreement. Interest shall be calculated at the rate(s) earned by the State's Pooled Money Investment Account from the date of disbursement to the date of repayment, compounded monthly.
5. The grantee shall not use or allow the use of any portion of the project site for mitigation without the written permission of the SNC.
6. The grantee shall not use or allow the use of any portion of the project site as security for any debt, without the written consent of the SNC.

E. Deliverables

1. Upon completion of the project, copies of all written, visual, electronic, and other materials or work products created under this project as identified in Exhibit A of this agreement, except for those which are used up or consumed in carrying out the project, shall be provided to SNC by the grantee.
2. All electronic data collected and created under this agreement are required deliverables and will become the property of the SNC. A condition of final payment under this agreement includes delivery of all related data in the format requested. The SNC reserves the right to conduct technical review of interim or final project deliverables prior to making reimbursement or final payments. All final project deliverables must be submitted to the SNC within thirty (30) days of end of the project performance period as set forth in this agreement.
3. Spatial data will be included in the State's Biogeographic Information and Observation System (BIOS). BIOS is designed to enable the management, visualization, and analysis of biogeographic data collected by the Department of Fish and Wildlife and its partner organizations.
4. Spatial data provided to the SNC under this agreement should be delivered in an ESRI-useable format, where applicable, and documented with metadata in accordance with minimum BIOS metadata standards (bios.dfg.ca.gov) and Federal Geographic Data Committee (FGDC) metadata standards: (www.fgdc.gov/).
5. The SNC shall have the full right to use said products in any manner it sees fit, free of any claim for additional compensation on the part of the grantee, or its vendors or subcontractors.

F. Publicity and Acknowledgment

Unless otherwise agreed upon between the parties, the grantee agrees that any publications, studies, or reports which are made possible by or derived in whole or in part from this project, and any news articles, brochures, seminars, or other promotional materials or media through which it publicizes the project will acknowledge the SNC's support in the following manner: "Funding for this project has been provided by the Sierra Nevada Conservancy, an agency of the State of California."

G. Project Costs, Requests for Payment, Advances

1. Grantee agrees to use all grant funds provided by the SNC under the terms of this agreement solely for the project herein described.
2. Ten percent (10%) of the grant award amount will be retained by the SNC for disbursement upon successful completion of the granted project.
3. Grant funds provided to grantee under this agreement will be disbursed for eligible costs, on a reimbursement basis, except as provided in (4) below.
4. Up to two advance payments may be authorized at the discretion of the SNC if warranted by compelling need.
5. In no case shall an advance be authorized for a State agency or a Joint Powers Agency created by an agreement to which the State is a party.
6. If grant funds are advanced, the grantee shall place these funds in a separate interest bearing account, setting up and identifying such account upon receipt of the advance. Interest earned on grant funds shall be applied to the project, as approved by the SNC. The total amount paid out to the project may not exceed the grant award amount. Any overpayment of grant funds in excess of final project costs shall be returned to the SNC within sixty (60) days of completion of the project or by the end of the project performance period as shown on the signature page of this agreement, whichever is earlier.
7. Grantee shall use any income earned by the grantee from use or implementation of the project or the project site to further the general purposes of the project, or, if approved by the SNC, for other purposes consistent with the intent of the Act within the SNC jurisdiction, as defined in Public Resources Code section 33302(f).
8. Grant funds under this agreement must be expended within the time frame of the project performance period as set forth in this agreement.
9. Except as otherwise provided herein, the grantee shall expend grant funds in the manner described in the Exhibit A approved by the SNC. The total dollars of a category in the project budget categories may be increased by up to ten percent (10%) through a reallocation of funds from another category, without approval by the

SNC, provided there are no adverse effects on project completion. The grantee shall include documentation in the final project report of any such reallocations made, and shall identify both the item(s) being increased and those being decreased. For the purposes of reallocation(s), any cumulative increase in a category or transfer between categories of more than ten percent (10%) from the original budget in the amount of a category must be approved in advance in writing by the SNC.

H. Payment Process and Documentation:

1. Payment of project invoices will not occur until the SNC has received a tax certificate and invoice payment process information from the Department of Finance and the State Treasurer's Office. The SNC will notify grantee in writing when the SNC has received the documents.
2. All requests for payments must be submitted using a completed request for payment form which is available at:

<http://www.sierranevada.ca.gov/other-assistance/managing-your-grant>

3. This form must be accompanied by 1) an itemized list of all expenditures according to project budget categories, and 2) supporting documentation that clearly identifies the expenditure(s) in relation to the project budget categories in the Exhibit A of this agreement. Payment requests may not be submitted more often than monthly.
4. Any request for payment that is submitted without the required itemization and documentation will not be authorized for payment. If the payment request package is incomplete, inadequate, or inaccurate, the SNC will dispute the invoice for reasonable cause and hold all or a portion of the payment request until all required information is received or corrected. Any penalties imposed on the grantee by a contractor, or other consequence, because of delays in payment or other breach of the agreement between the grantee and the contractor are the responsibility of the grantee and are not reimbursable under this agreement.
5. Ten percent (10%) of each request for payment will be retained unless SNC agrees, in writing, to a different withholding rate. A written request for a different withholding rate must be submitted to the SNC at least thirty (30) days before any adjustment can be made. The cumulative ten percent (10%) retention will be issued to the grantee upon successful completion of the project.
6. If an advance has been issued, each subsequent request for payment amount will be retained and applied against the advance amount balance until the advance amount has been repaid in full. Advance requests must be submitted using a completed advance request form which is available at:

<http://www.sierranevada.ca.gov/other-assistance/managing-your-grant>

First advance requests may not exceed fifty percent (50%) of the total grant award. First and second advance requests may not cumulatively exceed ninety percent (90%) of the total grant award.

7. Final payment of remaining grant funds, including amounts withheld from previous payments, shall be paid up to the total amount of the grant award or the actual project cost, whichever is less, upon completion of the project, receipt of all deliverables, the final report and the final request for payment from the grantee in form and content satisfactory to the SNC, and the satisfactory completion of a site inspection or other deliverables review by the SNC.
8. Final payment is contingent upon SNC verification that the project, as implemented, is consistent with the project scope as described in Exhibit A, together with any SNC approved amendments to the project scope.

H. Project Review, Inspection, and Documentation

1. Grantee shall promptly submit written project progress reports and/or photographs upon request by the SNC or as specified in this agreement. Progress reports must be submitted using the progress report template form which is available at:

<http://www.sierranevada.ca.gov/other-assistance/managing-your-grant>

2. Grantee shall provide access to the SNC upon twenty-four (24) hours notice to evaluate work completed or being performed pursuant to this agreement, including work by contractors and subcontractors, in accordance with the approved project scope. Grantee shall require all contractors and subcontractors, in such event, to provide all reasonable facilities and assistance for the safety and convenience of the SNC's representative(s) in making such inspections.
3. Unless otherwise authorized by the SNC in writing, grantee shall submit all documentation of project completion, including but not limited to, a final request for payment within thirty (30) days of project completion.

I. Project Termination

1. Prior to the completion of the project, either party may terminate this agreement by providing the other party with thirty (30) days written notice of termination.
2. If the SNC terminates this agreement prior to the end of the project performance period, the grantee shall take all reasonable measures to prevent further costs to the SNC hereunder. The SNC shall be responsible for any reasonable and non-cancelable obligations incurred by the grantee under this agreement prior to the date of the notice to terminate, but only up to the undisbursed balance of funding authorized in this agreement.

3. If the grantee fails to complete the project in accordance with the terms of this agreement, or fails to fulfill any other essential obligation(s) under this agreement, the grantee shall be liable for immediate repayment to the SNC of all amounts disbursed by the SNC under this agreement, plus accrued interest. Interest shall be calculated at the rate(s) earned by the State's Pooled Money Investment Account from the date of disbursement to the date of repayment, compounded monthly. In the case of any such failure occurring during the project performance period set forth on the signature page of this agreement, all obligations of SNC and the State hereunder shall be suspended until the failure is corrected; and if the grantee does not correct the failure within thirty (30) days following notice by the SNC to do so, the failure shall constitute an automatic termination of this agreement for cause. The SNC may, in its sole discretion, consider extenuating circumstances and may waive, in whole or in part, any provision of this paragraph, subject to the requirements of the Act and other applicable laws. This paragraph shall not be deemed to limit any other remedies the SNC may have for breach of this agreement by grantee.

J. Financial Records

1. The grantee shall establish an official file for the project. The file shall contain adequate documentation of all actions that are taken with respect to the project.
2. The grantee shall keep separate and complete accounting records for receipt, deposit, and payment of all project funds, including interest. All funds received by the grantee shall be deposited in separate fund accounts that identify the funds and clearly show the manner of their disposition.
3. The grantee agrees that adequate supporting documentation shall be maintained in sufficient detail to provide an audit trail which will permit tracing transactions from support documentation to the accounting records to the financial reports and billings.
4. The grantee shall maintain books, records, documents, and other evidence sufficient to reflect properly the amount, receipt, and disposition of all project funds, including State funds, interest earned, and any matching funds by the grantee and the total cost of the project. The maintenance requirements extend to books of original entry, source documents supporting accounting transactions, the general ledger, subsidiary ledgers, personnel and payroll records, canceled checks, and related documents and records. Source documents include copies of all awards, applications, and required financial and narrative reports. Personnel and payroll records shall include the time and attendance reports for all individuals who are compensated or reimbursed under the grant, whether they are employed full-time or part-time. Time and effort reports are also required for consultants and contractors. Adequate supporting documentation shall be maintained by consultants and contractors in sufficient detail to provide an audit trail which will permit tracing transactions from the invoices to the financial statement, to the accounting records, and to the supporting documentation.

5. Grantee shall use applicable generally accepted accounting principles, unless otherwise agreed to by the SNC.

K. Audit Requirements

1. The SNC reserves the right to call for a program audit or a financial audit at any time between the execution of this agreement and the completion date or, in case of early termination, the termination of the project. Within ten (10) working days of a request by the SNC, grantee shall furnish, at its own expense, legible copies of all materials deemed pertinent to the request. At any time, the SNC may disallow all or part of the cost of any activity or action which it determines to be out of compliance with the terms and conditions of this agreement.
2. In addition, this agreement, the project, and all expenditures hereunder shall remain subject to examination and audit by the State of California, including but not limited to the Secretary of the Resources Agency, the Department of Finance, and the State Auditor, for a period of three (3) years after the final payment under this agreement, or after the completion of the final audit by the SNC, whichever is later. During said period, all of grantee's books and records pertaining to the project shall be preserved, and shall be subject at all reasonable times to inspection, examination, monitoring, copying, excerpting, transcribing, and audit by the State of California.

L. Assignment

Except as expressly provided by written agreement between SNC and the grantee, this agreement is not assignable by the grantee either in whole or in part. Any such request for assignment must be presented in writing to the SNC at least sixty (60) days prior to the proposed action.

M. No Agency Agreement

In carrying out this agreement, the grantee and its agents and employees shall be deemed to be acting in an independent capacity with respect to the SNC, and not as the officers, employees, or agents of the SNC or the State.

N. Liability

1. By executing this agreement, the grantee shall indemnify and save harmless the SNC and the State of California, and their officers, agents, and employees, from any and all liabilities, claims, demands, damages or costs resulting from, growing out of, or in any way connected with or incident to this agreement, except as, and to the extent, arising out of the active negligence or intentional wrongdoing of the SNC and the State of California and their officer(s), agent(s) or employee(s). The duty of the grantee to indemnify and save harmless includes the duty to defend as set forth in Civil Code Section 2778.
2. The parties expressly acknowledge that this agreement is an agreement for the subvention of public funds from the SNC to the grantee, and is not an "agreement"

as the term is defined in Government Code Section 895 or a “construction contract” under Civil Code Sections 2782 or 2783. Accordingly, it is acknowledged that grantee does not, in matters arising under this agreement, have any right to contribution and indemnity from the SNC and/or the State of California arising under Government Code Sections 895.2 and 895.6.

3. Grantee waives any and all rights to any express or implied indemnity or right of contribution from the SNC and its members, the State, its and their officer(s), agent(s) or employee(s), for any liability resulting from, growing out of, or in any way connected with or incident to this agreement, except such liability as results from the active negligence or the intentional wrongdoing of the SNC, or its member(s), officer(s), agent(s), or employee(s), and in the case of joint negligence, is in direct proportion to the SNC’s share of fault.

O. Nondiscrimination

The grantee shall not discriminate against any person on the basis of sex, race, color, ancestry, religious creed, national origin, physical disability, mental disability, medical condition, age, marital status, sexual orientation, and denial of family care leave in the use of any property or facility acquired or developed pursuant to this agreement.

P. Severability

If any provision of this agreement or the application thereof is held invalid, that invalidity shall not affect other provisions or applications of this agreement which can be given effect without the invalid provision or application, and to this end the provisions of this agreement are severable.

If State funding for any fiscal year covered under this agreement is suspended, reduced, or eliminated for purposes of this program, the State shall have the option to either suspend or cancel this agreement with no liability occurring to the State. In this event, the State shall have no liability to pay any funds whatsoever to grantee for work performed subsequent to notice of suspension or cancelation or to furnish any other considerations under this agreement and grantee shall not be obligated to perform any provisions of this agreement.

Q. Waiver

No term or provision hereof will be considered waived by either party, and no breach is excused or consented to by either party, unless such waiver or consent is in writing and signed on behalf of the party against whom the waiver is asserted. No express or implied consent by either party to, waiver of or failure of a party to enforce its rights with respect to a breach by the other party shall constitute consent to, or waiver of, any subsequent or other breach by the other party.

R. Time of the Essence

Time is of the essence with respect to the completion date set forth in Exhibit A. With respect to all other dates set forth therein, grantee shall use best efforts to accomplish the tasks by the specified dates.

S. Amendment

This agreement may be amended by mutual agreement in writing between grantee and SNC. Any request by the grantee for amendments must be in writing stating the amendment request and reason for the request. The grantee shall make requests in a timely manner and in no event less than sixty (60) days before the effective date of the proposed amendment.

T. Entire Agreement

This agreement, and the attached exhibit, constitute the entire agreement between the parties hereto relating to the project and may not be modified except by an instrument in writing signed by the parties hereto.

**STATE OF CALIFORNIA
SIERRA NEVADA CONSERVANCY**

**Sierra Nevada Conservancy Grant Program
Safe Drinking Water, Water Quality and Supply, Flood Control,
River and Coastal Protection Bond Act of 2006 (Proposition 84)**

Grantee: County of Mono

Project Title: Mono County Thermal Biomass Project

Agreement No: 812

PROJECT SCOPE

The goal of the "Mono County Thermal Biomass Project" is to sustainably utilize biomass resulting from activities associated with reducing catastrophic wildfire risk (including defensible space treatments), improving forest habitat and resilience, treating forest pests, and restoring meadow structure and function. A secondary goal is to provide a model in the Sierra Nevada region of a successful thermal biomass project, potentially paving the way for other thermal projects and expanding the utilization of forest-sourced biomass. The project is a Category I on-the-ground facility improvement project.

The project will remove and replace the current, outdated, and inefficient propane boiler system at the County Road Shop and Parks/Facilities building in Bridgeport with a new 2.5 MMBtu/hour or less thermal biomass boiler system. The biomass boiler will be installed within the current boiler footprint and will provide heat for approximately 12,855 square feet. The mechanical room will be retrofitted to accommodate a fuel hopper and water storage tank, and existing piping and pumps will be reconfigured as necessary for full system integration. Staff will be fully trained in system operations and maintenance, and a new wood chip storage building of up to 960 square feet will be constructed on-site to ensure one week of fuel supply. The thermal unit will consume a maximum of 367 bone dry tons (BDT) of biomass a year.

PROJECT SCHEDULE

DETAILED PROJECT DELIVERABLES	TIMELINE
Project Kick-Off Mono Co staff to convene with project partners to coordinate project design and tasks.	February – March 2015
Regional Planning Advisory Committee (RPAC) Community Outreach – ongoing through project duration	February 2015 to March 2017
Develop Plans, Specifications and Engineering Documents (e.g. construction documents)	February – July 2015

Secure required Mono County building permits	June – December 2015
Six Month Progress Report	July 2015
Thermal Unit RFB Process Develop, fly, evaluate and select, acquire thermal biomass unite vendor storage unit	January – July 2016
Six Month Progress Report	January 2016
Six Month Progress Report	July 2016
Construction, Installation and Training Includes mechanical and HVAC integration, the fuel storage building and staff training on operation and maintenance	August 2016 – March 2017
Six Month Progress Report	January 2017
Testing, Monitoring, Performance Evaluation Includes heating performance and cost analysis	February - March 2017
Final Progress Report	March 31 , 2017
FINAL PAYMENT/FINAL PAYMENT REQUEST	March 31 , 2017

PROJECT COSTS

PROJECT BUDGET CATEGORIES	TOTAL SNC FUNDING
Direct*	
Project Development and management	\$21,000
Design and Engineering	\$30,000
Equipment (boiler and storage building)	\$117,727
Mechanical Integration	\$5,000
Construction Labor	\$33,000
Permits, Fees	\$1,773
Indirect**	
Monitoring & Operations/Maintenance	\$3,500
Administrative***	
Grant Management & Reporting	\$3,000
GRAND TOTAL	\$215,000

**STATE OF CALIFORNIA
SIERRA NEVADA CONSERVANCY**

**Sierra Nevada Conservancy Grant Program
Safe Drinking Water, Water Quality and Supply, Flood Control,
River and Coastal Protection Act of 2006 (Proposition 84)**

Grantee Name: County of Mono

Project Title: Mono County Thermal Biomass Project

Agreement Number: 812

PROJECT REPORTING REQUIREMENTS

Progress and Final Report(s):

The Grantee shall provide six-month progress reports and a final report as specified in the Project Schedule in Exhibit "A". Six-month progress reports shall reflect work completed in the previous six months and final reports shall reflect the entire grant period. A template and instructions for completing these reports can be found on the [Managing Your Grant](http://www.sierranevada.ca.gov/other-assistance/managing-your-grant) page on the SNC Web site. <http://www.sierranevada.ca.gov/other-assistance/managing-your-grant>
Generally, progress and final reports shall include but not be limited to:

1. A summary of work completed during the reporting period;
2. A statement of tasks or milestones and a report on the status of each, including public and agency meetings and other partnerships;
3. A statement of any challenges or opportunities encountered in accomplishing the scope of work;
4. An assessment of deliverables or outcomes as compared to the timeline in the Project Schedule;
5. A comparison of actual versus budgeted costs to date; and
6. Copies of any other relevant materials produced under the terms of this agreement.

Performance Measures:

The Grantee shall report on performance measures. The Grantee shall consider the following four quantitative performance measures (PM) and report on the ones that relate to this project.

1. Resources Leveraged in the Sierra Nevada:

The purpose of this performance measure is to measure the additional resources generated as a result of SNC investment. The total value is

based on matching funds provided by external, number of volunteer hours, and the value of major in-kind contributions made to a project. Additional information can be found on the SNC website in the following

location: http://www.sierranevada.ca.gov/docs/Res_Lvrgd_SN.pdf

2. Number and Diversity of People Reached:

The purpose of this performance measure is to measure progress of information-sharing and education efforts and inclusiveness of other project efforts such as plan development. Additional information can be found on the SNC website in the following

location: http://www.sierranevada.ca.gov/docs/Nm_Ppl_Rchd.pdf

3. Number and Type of Jobs Created:

The purpose of this performance measure is to measure economic benefits to the Sierra Nevada Region by tracking the full-time equivalent jobs created by SNC-funded activities. Additional information can be found on the SNC website in the following

location: http://www.sierranevada.ca.gov/docs/Nm_Type_Jobs.pdf

4. Number and Value of New, Improved or Preserved Economic Activities:

The purpose of this performance measure is to measure economic benefits to the Sierra Nevada Region by tracking the full-time equivalent jobs created by SNC-funded activities. Additional information can be found on the SNC website in the following

location: http://www.sierranevada.ca.gov/docs/Nm_Val_Imp_Pre_EconAc.pdf

In addition, the Grantee shall report on one to three project-specific performance measures (PM) that will help describe project outcomes in a measureable way. For additional information about project –specific performance measures please visit the performance measures pages on the SNC Web site: [Managing Your Grant](#). The specific performance measures and the associated targets for this project include the following:

5. Btu of Renewable Energy Production Capacity Maintained or Created:

The purpose of this performance measure is to measure the amount, in Btu, of renewable energy produced as a result of the project. This PM is based on the California Energy Commission's (CEC's) standards for renewable energy eligibility and includes energy generation capacity from biomass, wind, solar, small hydroelectric and other qualifying sources.

- Data Collection: for biomass projects, data should be collected on amount of biomass delivered at a specific rate (how much biomass delivered, how often delivered, how much utilized)
- Analysis: show how biomass delivery rates convert to energy production capacity. Alternatives for developing an equation for making this calculation and can be discussed.
- Reporting: report the data collected/calculated above as well as:
 - copies of engineering plans to verify the capacity generated
 - copies of logs describing the delivery rates of biomass that can sustain the renewable energy capacity declared.



**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

Departments: CAO, Mono County Superior Court

TIME REQUIRED 30 minutes (15 minute presentation;
15 minute discussion)

**PERSONS
APPEARING
BEFORE THE
BOARD**

Hector Gonzalez, CEO-Superior Court
of Mono County

SUBJECT Update on Court-County Delinquent
Fine/Fees Collections Program

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

This is a presentation to update the Board of Supervisors on the Court-County Delinquent Fine/Fees Collections Program that was previously presented to the Board.

RECOMMENDED ACTION:

None. Informational only.

FISCAL IMPACT:

\$90,000 annually in potential revenue to the County.

CONTACT NAME: Shannon Kendall

PHONE/EMAIL: x5533 / skendall@mono.ca.gov

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Staff Report](#)

History

Time

Who

Approval

2/5/2015 7:36 AM	County Administrative Office	Yes
2/4/2015 3:30 PM	County Counsel	Yes
2/4/2015 5:28 AM	Finance	Yes



SUPERIOR COURT OF CALIFORNIA
COUNTY OF MONO

STAN ELLER
Presiding Judge
MARK MAGIT
Assistant Presiding Judge

HECTOR GONZALEZ, JR.
Court Executive Officer

100 Thompsons Way
Mailing Address: P.O. Box 1037
Mammoth Lakes, CA 93546
(760) 924-5444

February 3, 2015

To: Honorable Board of Supervisors
From: Hector Gonzalez, CEO-Superior Court of Mono County
Date: February 3, 2015

Subject

Update regarding court-County delinquent fine/fees Collections Program

Recommendation

None, report back to the Board of Supervisors regarding previous board action

Discussion

1. Pursuant to guidelines set in California Penal Code § 1463.010 courts and counties are able to establish comprehensive programs to collect fees, fines and penalties imposed by the court that result in revenues that are turned over to both county and state government. By board action in 2013, a comprehensive collection program was established Mono County. Court staff will report back to the Board regarding the expenses and revenues for collections program

Fiscal Impact

\$90,000 annual potential revenue to county



**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

TIME REQUIRED

SUBJECT Closed Session--Human Resources

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Marshall Rudolph, John Vallejo, Leslie Chapman, and Jim Leddy. Employee Organization(s): Mono County Sheriff's Officers Association (aka Deputy Sheriff's Association), Local 39--majority representative of Mono County Public Employees (MCPE) and Deputy Probation Officers Unit (DPOU), Mono County Paramedic Rescue Association (PARA), Mono County Public Safety Officers Association (PSO), and Mono County Sheriff Department's Management Association (SO Mgmt).
Unrepresented employees: All.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE COUNTY ADMINISTRATOR
**PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING**

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

No Attachments Available

History

Time

Who

Approval

1/9/2015 9:44 AM	County Administrative Office	Yes
1/29/2015 4:48 PM	County Counsel	Yes
12/9/2014 4:04 PM	Finance	Yes



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

TIME REQUIRED

SUBJECT Closed Session - Performance
Evaluation

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Government Code section 54957. Title: County Administrative Officer.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

No Attachments Available

History

Time	Who	Approval
1/28/2015 9:51 AM	County Administrative Office	Yes
1/29/2015 4:54 PM	County Counsel	Yes
2/4/2015 5:23 AM	Finance	Yes



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 10, 2015

TIME REQUIRED

SUBJECT

Closed Session - Public Employment

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

(A brief general description of what the Board will hear, discuss, consider, or act upon)

PUBLIC EMPLOYMENT. Government Code section 54957. Title: Public Defender.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SUBMIT THE ORIGINAL DOCUMENT WITH
ATTACHMENTS TO THE OFFICE OF
THE COUNTY ADMINISTRATOR
PRIOR TO 5:00 P.M. ON THE FRIDAY
32 DAYS PRECEDING THE BOARD MEETING

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

No Attachments Available

History

Time	Who	Approval
1/29/2015 4:48 PM	County Administrative Office	Yes
1/29/2015 4:54 PM	County Counsel	Yes
2/4/2015 5:24 AM	Finance	Yes