



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 Mammoth Lakes Suite Z, 237 Old Mammoth Rd, Suite Z, Mammoth Lakes, CA 93546

Regular Meeting February 20, 2018

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 Shannon Kendall, Clerk of the Board, at (760) 932-5533. 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). 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 <http://monocounty.ca.gov>. If you would like to receive an automatic copy of this agenda by email, please subscribe to the Board of Supervisors Agendas on our website at <http://monocounty.ca.gov/bos>.

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. RECOGNITIONS - NONE

3. COUNTY ADMINISTRATIVE OFFICE

CAO Report regarding Board Assignments

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

4. DEPARTMENT/COMMISSION REPORTS

5. 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. Board Minutes

Departments: Clerk of the Board

Minutes of the Special Meeting held on February 5, 2018.

Recommended Action: Approve minutes of the Special Meeting held on February 5, 2018.

Fiscal Impact: None.

B. Board Minutes

Departments: Clerk of the Board

Minutes of the Special Meeting held on February 7, 2018.

Recommended Action: Approve minutes of the Special Meeting held on February 7, 2018.

Fiscal Impact: None.

C. Resolution Authorizing CAO to approve Medicare enrollment forms

Departments: Emergency Medical Services

Approve proposed resolution delegating authority to the County Administrative Officer to sign and approve documents associated with the Medicare enrollment process.

Recommended Action: Approve proposed resolution R18-____, Delegating authority to the County Administrative Officer to sign and approve documents associated with the Medicare enrollment process.

Fiscal Impact: None; however, not signing documents will result in the loss of Medicare revenue.

D. Resolution Adding Grant-Funded Part-Time Victim/Witness Advocate Position

Departments: District Attorney

(Tim Kendall) - Proposed resolution to modify the personnel allocation list and add a grant-funded, Part-Time Victim/Witness Advocate position within the office of the District Attorney.

Recommended Action: Adopt proposed Resolution # R18-_____, Authorizing the County Administrative Officer to Amend the County List of Allocated Positions to Add One Part-Time Position of Victim/Witness Coordinator Within the District Attorney's Office.

Fiscal Impact: Part-time salary is for 25 hours per week at \$20 per hour. Approximately \$2000 per month to the grant with an additional annual cost of \$3,905 for other benefits and cost. This is already accounted for in the grant and there is no General Fund impact.

E. Letter of Support for Groundwater Sustainability Plan Grant Funding

Departments: Community Development/CAO/County Counsel

Support for the Department of Water Resources' Draft Funding Recommendation of Sustainable Groundwater Planning Grant Program Funds for the Preparation of a Groundwater Sustainability Plan for the Owens Valley Groundwater Basin.

Recommended Action: Consider and potentially approve letter in support of the California Department of Water Resources' (DWR) draft recommendations to fund the Inyo County Water Department's (Inyo County) application and proposal to prepare a groundwater sustainability plan (GSP) for the Owens Valley Groundwater Basin. Direct staff to submit letter by public comment deadline, February 21, 2018.

Fiscal Impact: The amount of the recommended grant is \$713,155. If received, the grant would offset the County's contribution to the Owens Valley Groundwater Agency for the preparation of a groundwater sustainability plan on a pro-rata basis based on the percentage contributions made by all members.

F. June Lake Citizens Advisory Committee Appointments

Departments: CDD

Recommended Action: Consider appointing Lindsey Chargin, Jamie Schectman, and John DeCoster to the June Lake Citizens Advisory Committee, as recommended by Supervisor Gardner. Provide any desired direction to staff.

Fiscal Impact: None, operation of the RPACs are programmed in the FY 17-18 budget.

G. Behavioral Health Advisory Board Appointments

Departments: Board of Supervisors

(Supervisor Corless) - Mono County Behavioral Health Advisory Board Appointments.

Recommended Action: Make the following re-appointments to the Mono County Behavioral Health Advisory Board: Susi Bains, Jeff Franke, and Lois Klein to two-year terms; appoint Mike Bodine as a new member to a three-year term; each term expires 1/2021.

Fiscal Impact: None.

H. Bridgeport RPAC Appointment

Departments: CDD

Bridgeport Regional Planning Advisory Committee appointments.

Recommended Action: Appoint Jeff Hunewill to the Bridgeport Regional Planning Advisory Committee for a four-year term, expiring in December 2022.

Fiscal Impact: None.

I. Antelope Valley RPAC Appointments

Departments: CDD

Antelope Valley Regional Planning Advisory Committee (AVRPAC) appointments.

Recommended Action: Make the following appointments: Cheryl Isbell to a two-year term expiring December 31, 2020 and Eric Edgerton to a four-year term expiring December 31, 2022.

Fiscal Impact: None.

6. CORRESPONDENCE RECEIVED - NONE

All items listed are located in the Office of the Clerk of the Board, and are available for review. Direction may be given to staff regarding, and/or the Board may discuss, any item of correspondence listed on the agenda.

7. REGULAR AGENDA - MORNING

A. 2017 Mono County Child Care Needs Assessment

Departments: Mono County Child Care Council

45 minutes

(Queenie Barnard, Mono County Child Care Council Coordinator) - Presentation and request for approval of the 2017 Mono County Child Care Needs Assessment, conducted to assess current and future child care needs in Mono County in preparation for updating the strategic plan for the Mono County Child Care Council.

Recommended Action: Receive presentation of Mono County Child Care Needs Assessment; Provide any desired direction to staff or Council; Approve Mono County Child Care Needs Assessment to submit to the California Department of Education.

Fiscal Impact: None.

B. Public Hearing - Extension of Moratorium on Type II Short-Term Rentals

Departments: CDD

PUBLIC HEARING 10:00 A.M. -1 hour (20 minute presentation, 40 minute discussion)

(Wendy Sugimura) - Public hearing regarding extending the temporary moratorium suspending the establishment of Type II short-term vacation rentals within the unincorporated areas of Mono County as authorized by Chapter 25 of the Mono County General Plan.

Recommended Action: 1. After conducting the public hearing and receiving public testimony, consider adopting ORD18-___, An Interim Ordinance of the Mono County Board of Supervisors Extending the Temporary Moratorium Suspending the Establishment of Type II Short-Term Vacation Rentals within the Unincorporated Areas of Mono County as Authorized by Chapter 25 of the Mono County General Plan. 2. Discuss the status of workshops to update the June Lake area plan and regulations for short-term rentals, revisit previous direction on outreach for Type II rentals for individual communities, and provide direction to staff.

Fiscal Impact: None for the extension of the moratorium. Costs for future outreach are dependent on the type and extent, for both hard costs and staff time, and the prioritization of the work.

C. Fish and Game Fine Fund

Departments: Economic Development

30 Minutes

(James Erdman - California Department of Fish and Wildlife) - Presentation by James Erdman from the California Department of Fish & Wildlife regarding "Trout in the Classroom" educational program.

Recommended Action: The Board receive the presentation, consider and approve the recommendation by the Mono County Fish & Wildlife Commission to allocate \$4,000.00 from the Fish and Game Fine Fund for support of the "Trout in the Classroom" program offered by the California Department of Fish & Wildlife.

Fiscal Impact: Mono County receives roughly \$7,500.00 on an annual basis from the California Department of Fish and Wildlife. Currently \$4,000.00 is available in the budget for this expenditure.

D. EMS Department Presentation

Departments: Emergency Medical Services

30 minutes

(Chris Mokracek, EMS Chief) - Presentation by Chris Mokracek, EMS Chief regarding overview and status of EMS program.

Recommended Action: None (informational only). Provide any desired direction to staff.

Fiscal Impact: None.

E. Approve Innovation Plan with Oversight and Accountability Commission

Departments: Behavioral Health

10 minutes

(Robin Roberts or Amanda Greenberg) - Approve Technology Suite Innovation Plan with Mental Health Services Act Oversight and Accountability Commission. Using designated Innovation funding from the Mono County Behavioral Health's Mental Health Services Act funding to participate in a "Technology Suite Project" that is being spearheaded by Los Angeles County Mental Health. This project will develop technologies to increase access to services for those living in remote, isolated areas, as well as to college age students who may be suffering mental health issues, including early psychosis.

Recommended Action: Approve County entry into proposed contract and authorize Board Chair to execute said contract on behalf of the County. Provide any desired direction to staff.

Fiscal Impact: No impact to Mono County General Fund. \$85,000 of Mono County Behavioral Health's Mental Health Services Act Innovation Funds for this project.

F. Memorandum of Understanding with Public Safety Officers' Association

Departments: CAO/Finance/County Counsel

10 Minutes

Proposed Memorandum of Understanding with the Mono County Public Safety Officers' Association and two associated side letters.

Recommended Action: Adopt proposed resolution approving Memorandum of Understanding and associated side letters with the Mono County Public Safety Officers' Association. Provide any desired direction to staff.

Fiscal Impact: The incremental fiscal impact for each year of the agreement is \$55,348 for 2018, \$55,882 for 2019, \$70,004 for 2020, \$67,696 for 2021, and \$65,640 for 2022.

G. FY 2018-2019 Budget Update

Departments: Finance, CAO

10 minutes

(Janet Dutcher, Leslie Chapman) - CAO and Finance will update the Board about the FY 2018-2019 budget development and process.

Recommended Action: Receive information and provide direction to staff, if desired.

Fiscal Impact: None.

H. Buyer Representation Agreement for 106 and 126 Old Mammoth Road

Departments: CAO

10 minutes

(Leslie Chapman) - Proposed Buyer Representation Agreement with Matthew Lehman Real Estate pertaining to 106 and 126 Old Mammoth Road.

Recommended Action: Approve County entry into proposed Buyer Representation Agreement and authorize CAO to execute said Agreement on behalf of the County. Provide any desired direction to staff.

Fiscal Impact: None. Compensation to Broker will be paid by seller by separate agreement.

8. 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.)

9. CLOSED SESSION

A. Closed Session--Human Resources

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Stacey Simon, Leslie Chapman, Dave Butters, Janet Dutcher, and Anne Larsen. 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.

THE AFTERNOON SESSION WILL BEGIN NO EARLIER THAN 1:00 P.M.

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. REGULAR AGENDA - AFTERNOON

A. Housing Policies, Mitigation Toolbox, and Housing Mitigation Ordinance

Departments: CDD, Finance

1 hour (15 minute presentation, 45 minute discussion)

(Megan Mahaffey, Wendy Sugimura) - Discussion of Housing Policies, Mitigation Toolbox, and Housing Mitigation Ordinance.

Recommended Action: 1. Restate strategic planning conclusion that housing is a high priority policy item for the Community Development Department. 2. Review policy language for changes to the General Plan that addresses housing needs in Mono County during the suspension of the Housing Mitigation Ordinance and provide feedback. 3. Review the housing toolbox and provide direction to frame community discussions. 4. Discuss the current Housing Mitigation Ordinance and provide input for revisions.

Fiscal Impact: None.

B. Commercial Cannabis Tax Ordinance

Departments: Finance, CAO, County Counsel

45 minutes

(Janet Dutcher) - Ordinance Adding Chapter 3.30 (Cannabis Business Tax) to Title 3 of the Mono County Code Subject to Voter Approval and Enactment Pursuant to Elections Code Section 9104 and Article XIII C of the California Constitution.

Recommended Action: 1. Introduce, read title, and waive further reading of proposed ordinance. 2. Direct staff to reagentize the ordinance for adoption at the Board's next regularly-scheduled meeting (March 6, 2018). 3. Direct staff to prepare a resolution calling an election to submit the ordinance to the voters and consolidating that election with a regularly-scheduled statewide election as directed by the Board. (Adoption of the ordinance will require a 4/5ths vote.)

Fiscal Impact: The amount of tax revenue is uncertain because the number of permitted businesses, the size of each cultivator and the amount of gross receipts generated by each business is largely unknown. Based on inquiries of potential cannabis related businesses in Mono County, we estimate tax revenue to range from \$142,840 to \$886,700 depending on the number of permits issued, the tax method employed and the tax rate adopted.

C. National Association of Counties Conference Discussion

Departments: Board of Supervisors

15 minutes

(Supervisor Corless) - Discussion regarding upcoming NACo conference including agenda items of interest to the County including funding/program preservation;

economic development; natural resources, public lands and agriculture; public safety and criminal justice; transportation and infrastructure; health and human services; and immigration.

Recommended Action: Discuss the agenda for the upcoming NACo conference, determine County priorities and provide direction to County NACo representatives attending the conference.

Fiscal Impact: Travel costs previously approved and included in the 2017-18 budget.

12.

BOARD MEMBER REPORTS

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

ADJOURN



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

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)

Minutes of the Special Meeting held on February 5, 2018.

RECOMMENDED ACTION:

Approve minutes of the Special Meeting held on February 5, 2018.

FISCAL IMPACT:

None.

CONTACT NAME: Shannon Kendall

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Draft Special Minutes 2-5-18](#)

History

Time	Who	Approval
2/9/2018 6:14 AM	County Administrative Office	Yes
2/15/2018 4:30 AM	County Counsel	Yes
2/14/2018 10:12 AM	Finance	Yes



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

MEETING LOCATION SIERRA CENTER MALL BOS CONFERENCE ROOM 3rd Floor Sierra
Center Mall, 452 Old Mammoth Road, Suite 307, Mammoth Lakes, CA 93546

**Special Meeting
February 7, 2018**

1:00 PM Meeting Called to Order by Chair Gardner
Supervisors Present: Corless, Gardner, Peters and Stump.
Supervisors Absent: Johnston.

**The Mono County Board of Supervisors stream all of their meetings live on the internet and archives them afterward. To listen to any meetings from June 2, 2015 forward, please go to the following link:
<http://www.monocounty.ca.gov/meetings>.**

Pledge of Allegiance led by Supervisor Corless.

1 OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD
No one spoke.

2. AGENDA ITEMS

A. [Workshop - Commercial Cannabis Tax Ordinance](#)

Departments: Finance, CAO, County Counsel, Community Development
(David McPherson, HDL, Janet Dutcher, Finance Director) - David McPherson from HdL will present a draft ordinance proposing a tax on commercial cannabis activities in the unincorporated areas of Mono County, upon approval by the Board and majority (or two-thirds if a special tax) voter approval. David will provide a fiscal analysis resulting from the tax and also an estimate of the cumulative tax burden placed upon cannabis businesses in Mono County from all taxing authorities.

Action: None.

Janet Dutcher:

- Introduced item, explained recommended action.

Power Point:

- Overview of Proposed Ordinance
 - Cannabis Business Tax

SPECIAL MEETING MINUTES

February 7, 2018

Page 2 of 3

- Review Fiscal Analysis
 - Cultivation
 - Manufacturing
 - Retailers
 - Combined
- Review Cumulative Tax Calculation
David McPherson, HdL:
 - Cumulative Cannabis Tax table reviewed
- Tax Policy Discussion
 - General Tax vs. Special Tax
 - Countywide vs. Unincorporated
 - Canopy tax or Gross Receipts Tax for Cultivators
 - Tax Rate Structure
 - Proposed Initial Rates
- Next Steps
 - All Supervisors in support of General Tax
 - Wants an Advisory Board
 - Because of experience of those that went before, there are provisions in our ordinance that help alleviate some of the disadvantages we've seen because of a canopy tax and number of harvests.
 - 4 in favor of canopy tax with caveat of exploring the options for exemption.
 - There's a 3 year freeze on rates.
 - Indexing is on maximum rate?

Leslie Chapman:

- Cost is through permitting, but indirect benefit by that can't be covered by regulation fee but rather tax revenue.
- Agenda item on our next meeting or adjourn to another date and time.

Stacey Simon:

- Feels there can be instructional information published for voters about both measures and the differences.
- She doesn't think Administrator has unfettered discretion to make changes/decisions to canopy tax.

Rob Patterson (TOML, Finance Director):

- Wanted to go to voters with a maximum cap.
- Recommendation is to go in low and hold that.
- Is cap right? Set maximum increase per year?
- Should be 4 or less on retail side.

John Wentworth, ML Town Council:

- Town vs. countywide regulations. He will be bringing the county's recommendations to Town Council this evening.
- The division of what monies are needed for will be decided on.

Public Speakers:

Eric Edgerton

Destiny Young

Supervisor Corless:

- Supports General Tax and necessary revision, time permitting.
- Concern about messaging to the voters and making sure word is out there accurately.
- Feels due to time constraints, we have to go to two separate measures (one County, one Town).
- Supports Canopy Tax.

Supervisor Stump:

- Supports General Tax; makes most sense.
- Any reason in future to look at county-wide system, does that have to go back to voters?

SPECIAL MEETING MINUTES

February 7, 2018

Page 3 of 3

- Supports staff recommendations; provides simplest route.
- Supports Canopy Tax.
- What is timeframe to move from initial to max?

Supervisor Peters:

- Agrees support of General Tax; wants to make sure public safety is a priority with any excess revenues.
- Cumulative cost question.
- Hopes the two measures line up as much as possible.
- Supports staff recommendation of canopy tax.
- What could trend at state level to reduce baseline so that our taxes could be adjusted accordingly?

Supervisor Gardner:

- Supports a General Tax; gives more flexibility and the recommendations are logical.
- Agrees with the practical side of it but does struggle with the two ballot situation.
- Asked what other agencies are doing?
- Also supports canopy tax.
- We're setting tax rates without any sense of the costs associated with it.

David McPherson, HdL:

- Most agencies are doing square footage cultivation.

ADJOURNED at 3:00 p.m.

ATTEST

BOB GARDNER
CHAIR OF THE BOARD

SHANNON KENDALL
CLERK OF THE BOARD



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

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)

Minutes of the Special Meeting held on February 7, 2018.

RECOMMENDED ACTION:

Approve minutes of the Special Meeting held on February 7, 2018.

FISCAL IMPACT:

None.

CONTACT NAME: Shannon Kendall

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

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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Draft Sp Mins 02-07-18

History

Time	Who	Approval
2/14/2018 4:33 AM	County Administrative Office	Yes
2/15/2018 4:31 AM	County Counsel	Yes
2/14/2018 10:15 AM	Finance	Yes



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

MEETING LOCATION SIERRA CENTER MALL BOS CONFERENCE ROOM 3rd Floor Sierra
Center Mall, 452 Old Mammoth Road, Suite 307, Mammoth Lakes, CA 93546

**Special Meeting
February 7, 2018**

Flash Drive	Portable Recorder
Minute Orders	Not Used
Resolutions	Not Used
Ordinance	Not Used

1:00 PM Meeting Called to Order
Supervisors Present: Corless, Gardner, Peters and Stump.
Supervisors Absent: Johnston.

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Departments: Finance, CAO, County Counsel, Community Development
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Note:

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Action: None.

Janet Dutcher:

- Introduced item, explained recommended action.

Power Point:

- Overview of Proposed Ordinance
 - Cannabis Business Tax
- Review Fiscal Analysis
 - Cultivation
 - Manufacturing
 - Retailers
 - Combined
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- We're setting tax rates without any sense of the costs associated with it.

David McPherson, HdL:

- Most agencies are doing square footage cultivation.

ADJOURN 3:00 p.m.

ATTEST

BOB GARDNER
CHAIR OF THE BOARD

SHANNON KENDALL
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 20, 2018

Departments: Emergency Medical Services

TIME REQUIRED

SUBJECT Resolution Authorizing CAO to approve Medicare enrollment forms

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Approve proposed resolution delegating authority to the County Administrative Officer to sign and approve documents associated with the Medicare enrollment process.

RECOMMENDED ACTION:

Approve proposed resolution R18-____, Delegating authority to the County Administrative Officer to sign and approve documents associated with the Medicare enrollment process.

FISCAL IMPACT:

None; however, not signing documents will result in the loss of Medicare revenue.

CONTACT NAME: Penny Galvin

PHONE/EMAIL: 7609325485 / pgalvin@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Resolution

History

Time	Who	Approval
2/15/2018 5:08 AM	County Administrative Office	Yes
2/8/2018 6:04 PM	County Counsel	Yes

2/8/2018 6:09 PM

Finance

Yes

COUNTY OF MONO

EMERGENCY MEDICAL SERVICES

PO Box 511 Bridgeport, CA 93517 * (760) 932-5485 * (760) 932-2603

To: Board of Supervisors

From: Penny Galvin

Date: February 20, 2018

Re: Ratification of the CAO's signature on the 2018 Medicare enrollment application and delegation of authority to the CAO to approve and sign documents associated with future Medicare enrollment processes.

Recommended action:

1. Ratify the CAO's signature on the 2018 Medicare Enrollment Application.
2. Approve Resolution No.R18___, Delegating Authority to the CAO to Approve and Sign Documents Associated with the Medicare Enrollment Process.

Fiscal impact: None (unless enrollment is not completed)

Discussion:

Pursuant to 42 C.F.R. § et seq., Mono County is a National Provider for Medicare services, which means that Medicare is billed and reimburses the County for medical services provided to Medicare enrollee's. To maintain status as a National Provider, Mono County is required to complete an enrollment application and revalidate enrollment every 5 years. In order to meet the current enrollment deadlines, the CAO has signed the necessary documents for the 2018 enrollment process. We are now asking your Board, as the Authorized Representative, to ratify the CAO's signature on these documents as well as delegate authority to the CAO to approve and sign documents associated with all future Medicare enrollment processes.



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RESOLUTION NO. R18-__

**A RESOLUTION OF THE MONO COUNTY BOARD OF SUPERVISORS
DELEGATING AUTHORITY TO THE CAO TO APPROVE AND
SIGN DOCUMENTS ASSOCIATED WITH THE
MEDICARE ENROLLMENT PROCESS**

WHEREAS, Mono County is a National Provider for Medicare services pursuant to 42 C.F.R. § 424, et seq.; and

WHEREAS, the County is required to renew its status as National Provider every five years; and

WHEREAS, the Mono County Board of Supervisors now wishes to delegate authority to the CAO to approve and sign documents associated with future Medicare enrollment processes;

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES as follows:

SECTION ONE: The authority to approve and sign those documents necessary for and associated with future Medicare enrollment processes, is hereby delegated to the Mono County Chief Administrative Officer.

PASSED, APPROVED and ADOPTED this ____ day of _____, 2018, by the following vote, to wit:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Bob Gardner, Chair
Mono County Board of Supervisors

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

County Counsel



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: District Attorney

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

Tim Kendall

SUBJECT Resolution Adding Grant-Funded
Part-Time Victim/Witness Advocate
Position

AGENDA DESCRIPTION:

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

Proposed resolution to modify the personnel allocation list and add a grant-funded, Part-Time Victim/Witness Advocate position within the office of the District Attorney.

RECOMMENDED ACTION:

Adopt proposed Resolution # R18-_____, Authorizing the County Administrative Officer to Amend the County List of Allocated Positions to Add One Part-Time Position of Victim/Witness Coordinator Within the District Attorney's Office.

FISCAL IMPACT:

Part-time salary is for 25 hours per week at \$20 per hour. Approximately \$2000 per month to the grant with an additional annual cost of \$3,905 for other benefits and cost. This is already accounted for in the grant and there is no General Fund impact.

CONTACT NAME: Elizabeth Pelichowski

PHONE/EMAIL: 760-932-5550 / epelichowski@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report for Part-Time Victim/Witness Advocate position
<input type="checkbox"/> Notification of Victim/Witness Grant Approval
<input type="checkbox"/> Resolution

History

Time	Who	Approval
2/14/2018 5:42 AM	County Administrative Office	Yes
2/15/2018 12:15 PM	County Counsel	Yes
2/15/2018 2:57 PM	Finance	Yes

County of Mono Office of the District Attorney

www.monocountydistrictattorney.org

Bridgeport Office:
Main St. Court House, P.O. Box 617
Bridgeport, CA. 93517
Tel:(760)932-5550 fax: (760)932-5551



Mammoth Office:
Sierra Center Mall, P.O. Box 2053
Mammoth Lakes, CA. 93546
Tel:(760)924-1710 fax: (760)924-1711

Tim Kendall - District Attorney

TO: Honorable Board of Supervisors
FROM: Tim Kendall, District Attorney
DATE: February 20, 2018

Subject

Requesting one (1) grant-funded District Attorney Part-Time Victim/Witness Advocate to be added to the Allocation List

Recommendation

Approve the amendment to the Allocation List.

Discussion

The Office of the District Attorney is in a position to recruit for a much needed, grant-funded, part-time Victim/Witness Advocate. The District Attorney's Victim/Witness program is a constitutionally mandated program that provides a variety of free services for Victims and Witnesses of crime as well as support services to families and friends. The program has been in existence for over 25 years and receives state and federal funding to pay for personnel, programs and services. Victim Advocates are trained professionals with specialized knowledge of the criminal justice system, victimology, crisis intervention and cultural and ethnic diversity, and the California Victims of Crime Compensation Program.

This position will go through the appropriate training and enhance our program by providing community outreach, establishing new programs of services and assisting in handling the additional case load from realignment. Funding for the Victim/Witness program has steadily increased over the last several years and is anticipated to continue to be steady with small increases.

The proposed position, which would amend the Allocation List, would be strictly grant funded and have no impact to the general fund. Further, this position is already approved and funded in the 2017/2018 grant cycle. If future grant funding cannot sustain the position it would be eliminated until such funding returns.

Fiscal Impact

Part-time salary is for 25 hours per week at \$20 per hour. Approximately \$2000 per month to the grant with an additional \$3,905 in other benefits and cost. This is already accounted for in the grant and there will be no General Fund impact.



January 24, 2018

Tim Kendall, District Attorney
Mono County
P.O. Box 2053
Mammoth Lakes, CA 93546

Subject: **NOTIFICATION OF APPLICATION APPROVAL**
Victim/Witness Assistance Program
Subaward #: VW17 27 0260, Cal OES ID: 051-00000

Dear Mr. Kendall:

Congratulations! The California Governor's Office of Emergency Services (Cal OES) has approved your application in the amount of \$144,234, subject to Budget approval. A copy of your approved subaward is enclosed for your records.

Cal OES will make every effort to process payment requests within 45 days of receipt.

This subaward is subject to the Cal OES Subrecipient Handbook. You are encouraged to read and familiarize yourself with the Cal OES Subrecipient Handbook, which can be viewed on Cal OES website at www.caloes.ca.gov.

Any funds received in excess of current needs, approved amounts, or those found owed as a result of a close-out or audit, must be refunded to the State within 30 days upon receipt of an invoice from Cal OES.

Should you have questions on your subaward please contact your Program Specialist.

VSPS Grants Processing

Enclosure

c: Subrecipient's file



R18-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS AUTHORIZING THE
COUNTY ADMINISTRATIVE OFFICER TO AMEND
THE COUNTY LIST OF ALLOCATED POSITIONS
TO ADD ONE PART-TIME VICTIM/WITNESS ADVOCATE
WITHIN THE DISTRICT ATTORNEY'S OFFICE**

WHEREAS, the County of Mono maintains a list, of County job classifications, the pay ranges or rates for those job classifications, and the number of positions allocated by the Board of Supervisors for each of those job classifications on its List of Allocated Positions (or "Allocation List"); and

WHEREAS, the Allocation List identifies approved vacancies for recruitment and selection by Human Resources; determines and recognizes implementation of collective bargaining agreements related to job classifications and pay rates; and

WHEREAS, the County seeks to provide public services in the most efficient and economical manner reasonably possible, which at times requires the modification of job classifications on the Allocation List;

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES that:

SECTION ONE: The County Administrative Officer is authorized to amend the County of Mono List of Allocated Positions to reflect the following changes:

Increase the allocation of one Part-Time Victim/Witness Advocate in the Office of the District Attorney by .625 FTE (new total of .625) (salary of \$20/hour).

PASSED, APPROVED and ADOPTED this 20th day of February, 2018, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

1
2
3
4
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32

Bob Gardner, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Community Development/CAO/County Counsel

TIME REQUIRED

SUBJECT Letter of Support for Groundwater
Sustainability Plan Grant Funding

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Support for the Department of Water Resources' Draft Funding Recommendation of Sustainable Groundwater Planning Grant Program Funds for the Preparation of a Groundwater Sustainability Plan for the Owens Valley Groundwater Basin.

RECOMMENDED ACTION:

Consider and potentially approve letter in support of the California Department of Water Resources' (DWR) draft recommendations to fund the Inyo County Water Department's (Inyo County) application and proposal to prepare a groundwater sustainability plan (GSP) for the Owens Valley Groundwater Basin. Direct staff to submit letter by public comment deadline, February 21, 2018.

FISCAL IMPACT:

The amount of the recommended grant is \$713,155. If received, the grant would offset the County's contribution to the Owens Valley Groundwater Agency for the preparation of a groundwater sustainability plan on a pro-rata basis based on the percentage contributions made by all members.

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Letter

History

Time	Who	Approval
2/14/2018 4:40 AM	County Administrative Office	Yes
2/14/2018 12:04 PM	County Counsel	Yes
2/14/2018 4:38 PM	Finance	Yes

County Counsel
Stacey Simon

Assistant County Counsel
Christian E. Milovich

Deputy County Counsel
Anne M. Larsen
Jason Canger

**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

Paralegal
Jenny Senior

To: Board of Supervisors

From: Jason Canger

Date: February 20, 2018

Re: Letter Supporting the California Department of Water Resources' Sustainable Groundwater Planning Grant Program Draft Funding Recommendations

Recommended Action

Consider and potentially approve letter in support of the California Department of Water Resources' (DWR) draft recommendations to fund the Inyo County Water Department's (Inyo County) application and proposal to prepare a groundwater sustainability plan (GSP) for the Owens Valley Groundwater Basin. Direct staff to submit letter by public comment deadline, February 21, 2018.

Focus Area(s) Met

- Economic Base Infrastructure Public Safety
- Environmental Sustainability Mono Best Place to Work

Fiscal Impact

The amount of the recommended grant is \$713,155. If received, the grant would offset the County's contribution to the Owens Valley Groundwater Agency for the preparation of a groundwater sustainability plan on a pro-rata basis based on the percentage contributions made by all members.

Discussion

On February 7, 2018, DWR released its draft funding recommendations to award approximately \$85.8 million in Sustainable Groundwater Planning (SGWP) Grant Program funds to the preparation of GSPs required by the Sustainable

Groundwater Management Act (SGMA). In October 2017, Inyo County submitted a SGWP Grant Program application and proposal on behalf of the Owens Valley Groundwater Authority, the joint powers authority formed to prepare a GSP for the basin and comply with the requirements of SGMA. In its draft funding recommendations, DWR recommends Inyo County's application and proposal be awarded \$713,155. The recommendation is, however, subject to change based on further review by DWR and comments received by February 21, 2018.

Staff has prepared the attached letter of support for DWR's draft funding recommendations, which requests that DWR's final recommendation for Inyo County's application and proposal be at a level consistent with or greater (but not less) than the amount proposed in the draft funding recommendations. Staff recommends that your Board approve and authorize the Chair of the Board to sign the attached letter and direct staff to submit it to DWR before the February 21, 2018 public comment deadline.

If you have any questions on this matter prior to your meeting, please contact me at (760) 924-1712 or jcanger@mono.ca.gov.



Larry Johnston ~ District One Fred Stump ~ District Two Bob Gardner ~ District Three
John Peters ~ District Four Stacy Corless ~ District Five

BOARD OF SUPERVISORS COUNTY OF MONO

P.O. BOX 715, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5533 • FAX (760) 932-5531
Shannon Kendall, Clerk of the Board

February 20, 2018

Heather Shannon
Senior Engineering Geologist
Sustainable Groundwater Planning Grant Program
California Department of Water Resources
P.O. Box 942836
Sacramento, CA 94236

Re: Support for the Department of Water Resources' Draft Funding Recommendation of Sustainable Groundwater Planning Grant Program Funds for the Preparation of a Groundwater Sustainability Plan for the Owens Valley Groundwater Basin

Dear Ms. Shannon:

On behalf of the Mono County Board of Supervisors, I write to express Mono County's support for the California Department of Water Resources' (DWR) draft funding recommendation approving \$713,155 in Sustainable Groundwater Planning (SGWP) Grant Program funds to the Inyo County Water Department for the preparation of a groundwater sustainability plan (GSP) for the Owens Valley Groundwater Basin. Mono County is a member of the Owens Valley Groundwater Authority (Authority), the joint powers agency formed to serve as the groundwater sustainability agency for the basin and comply with the requirements of the Sustainable Groundwater Management Act (SGMA). The cost of preparing a GSP for the basin is estimated to be more than the amount of DWR's draft funding recommendation. Nonetheless, the cost of preparing a GSP will be a significant burden for the rural local governments, special districts, and other entities participating as members in the Authority, several of which represent disadvantaged communities or severely disadvantaged communities. Accordingly, Mono County appreciates DWR's recognition of this burden as contained in its draft funding recommendation and respectfully requests that DWR's final recommendation be at a level consistent with or greater (but not less) than the amount proposed in the draft funding recommendation.

I appreciate your consideration of Mono County's support for DWR's draft funding recommendation for the Inyo County Water Department's SGWP Grant Program application and

proposal. If you have any questions or comments on this matter, please contact Jason Canger in the Mono County Counsel's Office at (760) 924-1712 or jcanger@mono.ca.gov.

Sincerely,

Bob Gardner, Chair
Mono County Board of Supervisors



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: CDD

TIME REQUIRED

SUBJECT June Lake Citizens Advisory
Committee Appointments

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

RECOMMENDED ACTION:

Consider appointing Lindsey Chargin, Jamie Schectman, and John DeCoster to the June Lake Citizens Advisory Committee, as recommended by Supervisor Gardner. Provide any desired direction to staff.

FISCAL IMPACT:

None, operation of the RPACs are programmed in the FY 17-18 budget.

CONTACT NAME: Wendy Sugimura

PHONE/EMAIL: 7609241814 / wsugimura@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Applications

History

Time	Who	Approval
2/14/2018 5:37 AM	County Administrative Office	Yes
2/15/2018 4:35 AM	County Counsel	Yes
2/14/2018 5:05 PM	Finance	Yes

Mono County Community Development Department

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

Planning Division

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

February 20, 2018

TO: Honorable Mono County Board of Supervisors
FROM: Wendy Sugimura, Interim Director, for Bob Gardner, District 3 Supervisor
RE: June Lake Citizens Advisory Committee Appointments

RECOMENDATION

Consider appointing Lindsey Chargin, Jamie Schectman, John DeCoster, and Janet Hunt to the June Lake Citizens Advisory Committee, as recommended by Supervisor Gardner.

FISCAL IMPACT

No fiscal impacts are expected.

DISCUSSION

The June Lake Citizens Advisory Committee (JLCAC) currently has four vacant seats, with one term expiring in December 2018, and three terms expiring in December 2020. Supervisor Gardner recommends Janet Hunt fill the seat expiring in December 2018, and Lindsay Chargin, Jamie Schectman, and John DeCoster fill the seats expiring in 2020. The applicants are community members who are actively involved in new business ventures, community activities, and other efforts to support a vibrant June Lake. The following summarizes the status of the current membership:

Existing Members

- Patti Heinrich
- Jeffrey Ronci
- Julie Brown
- Jora Fogg
- Ann Tozier
- David Rosky

Term Expires

12-31-18
12-31-18
12-31-18
12-31-18
12-31-20
12-31-20

The applications for Ms. Chargin, Mr. Schectman, Mr. DeCoster, and Ms. Hunt are attached.

If you have questions regarding this matter, please contact Supervisor Gardner or Wendy Sugimura at 760.924.1814.

Regional Planning Advisory Committees

P.O. Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

P.O. Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

MEMBERSHIP APPLICATION

This application is for membership in the following RPAC (choose one):

- | | |
|--|---|
| <input type="checkbox"/> Antelope Valley | <input checked="" type="checkbox"/> June Lake CAC (Citizens Advisory Committee) |
| <input type="checkbox"/> Benton/Hammil | <input type="checkbox"/> Long Valley |
| <input type="checkbox"/> Bridgeport Valley | <input type="checkbox"/> Mono Basin |
| <input type="checkbox"/> Chalfant Valley | <input type="checkbox"/> Swall Meadows |

Name LINDSEY CHARGIN

Address [REDACTED]

City/State/Zip JUNE LAKE, CA 93529


Phone (day) [REDACTED] Phone (eve.) SAME

Email linzchrg@gmail.com

Occupation/Business GOLDEN PINE RV PARK

Special interests or concerns about the community:

- ECONOMIC DEVELOPMENT
- TOURISM
- COMMUNITY INVOLVEMENT
- HOUSING

Signature  Date 1/8/18

Regional Planning Advisory Committees

P.O. Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

P.O. Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

MEMBERSHIP APPLICATION

This application is for membership in the following RPAC (choose one):

- | | |
|--|---|
| <input type="checkbox"/> Antelope Valley | <input checked="" type="checkbox"/> June Lake CAC (Citizens Advisory Committee) |
| <input type="checkbox"/> Benton/Hammil | <input type="checkbox"/> Long Valley |
| <input type="checkbox"/> Bridgeport Valley | <input type="checkbox"/> Mono Basin |
| <input type="checkbox"/> Chalfant Valley | <input type="checkbox"/> Swall Meadows |

Name Jamie Schectman

Address [REDACTED]

City/State/Zip June Lake, CA 93529

Phone (day) [REDACTED] Phone (eve.) _____

Email shecky@mountainridersalliance.com

Occupation/Business CEO

Special interests or concerns about the community:

June Lake is the most beautiful community in the Eastern Sierra, but has yet to acheive it's highest potential, as a vibrant 4 season community where people live, work, shop and play.

I have worked with numerous mountain communities and believe June Lake is primed to progress by balancing growth and sustainable development with retaining the area's unique characteristics and rich history.

Signature _____ Date _____

Regional Planning Advisory Committees

P.O. Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

P.O. Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

MEMBERSHIP APPLICATION

This application is for membership in the following RPAC (choose one):

- | | |
|--|---|
| <input type="checkbox"/> Antelope Valley | <input checked="" type="checkbox"/> June Lake CAC (Citizens Advisory Committee) |
| <input type="checkbox"/> Benton/Hammil | <input type="checkbox"/> Long Valley |
| <input type="checkbox"/> Bridgeport Valley | <input type="checkbox"/> Mono Basin |
| <input type="checkbox"/> Chalfant Valley | <input type="checkbox"/> Swall Meadows |

Name John M. DeCoster

Address [REDACTED]

City/State/Zip June Lake, CA 93529

Phone (day) [REDACTED] Phone (eve.) [REDACTED]

Email john.m.decoaster@gmail.com

Occupation/Business Owner / Insane Audio

Special interests or concerns about the community:

I have a passion for June Lake and the Eastern Sierra region. I am interested in maintaining the integrity and charm of our town while supporting responsible economic development. We also need to always remain aware of the precious natural resources around us and environmental protection is also a key concern of mine. We live and work in a very special place and I intend on doing my part to ensure it's around for generations to come.

Signature [Handwritten Signature]

Date 1/5/2008

Regional Planning Advisory Committees

P.O. Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

P.O. Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

MEMBERSHIP APPLICATION

This application is for membership in the following RPAC (choose one):

- | | |
|--|---|
| <input type="checkbox"/> Antelope Valley | <input checked="" type="checkbox"/> June Lake CAC (Citizens Advisory Committee) |
| <input type="checkbox"/> Benton/Hammil | <input type="checkbox"/> Long Valley |
| <input type="checkbox"/> Bridgeport Valley | <input type="checkbox"/> Mono Basin |
| <input type="checkbox"/> Chalfant Valley | <input type="checkbox"/> Swall Meadows |

Name Janet Hunt

Address [REDACTED]

City/State/Zip June Lake CA 93529

Phone (day) [REDACTED] Phone (eve.) [REDACTED]

Email hunt.house.junelake@gmail.com

Occupation/Business retired (former educator)

Special interests or concerns about the community:

I am very interested in the continued health of the June Lake community, including economic and environmental well being. I am a June Lake home owner (village) since 2002, and have lived here with my husband Bill full time since 2012. I am active in the JLL Womens Club, currently serving as recording secretary. I also serve on the Mono Arts Council, currently treasurer and the coordinator for the June Lake Jam Fest benefit, now scheduled for its 4th year this September. I hope to encourage a stronger partnership with the community around our event to maximize its benefit for all.

Signature Janet Hunt Date 2/6/18



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Board of Supervisors

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

Supervisor Corless

SUBJECT Behavioral Health Advisory Board
Appointments

AGENDA DESCRIPTION:

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

Mono County Behavioral Health Advisory Board Appointments.

RECOMMENDED ACTION:

Make the following re-appointments to the Mono County Behavioral Health Advisory Board: Susi Bains, Jeff Franke, and Lois Klein to two-year terms; appoint Mike Bodine as a new member to a three-year term; each term expires 1/2021.

FISCAL IMPACT:

None.

CONTACT NAME: Leslie Chapman

PHONE/EMAIL: 7609325414 / lchapman@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

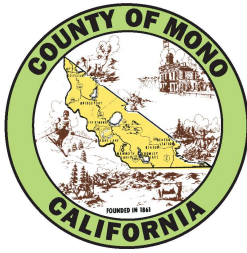
YES NO

ATTACHMENTS:

<p>Click to download</p> <p> Staff Report</p>

History

Time	Who	Approval
2/15/2018 5:45 AM	County Administrative Office	Yes
2/15/2018 10:15 AM	County Counsel	Yes
2/15/2018 8:27 AM	Finance	Yes



MONO COUNTY BEHAVIORAL HEALTH ADVISORY BOARD

COUNTY OF MONO

P.O. Box 2619, Mammoth Lakes, CA 93546 PHONE: 760-924-1740

To: Honorable Board of Supervisors

From: Supervisor Stacy Corless

Subject: Mono County Behavioral Health Advisory Board Appointments

Fiscal Impact: None

Recommended Action: Make the following re-appointments to the Mono County Behavioral Health Advisory Board – Susi Bains, Jeff Franke, Lois Klein to two-year terms; appoint Mike Bodine as a new member to a three-year term; each term expires 1/2021.

Background:

The mission of the Behavioral Health Advisory Board (BHAB) is to support individuals by promoting recovery, self-determination, and wellness in all aspects of life. The Board advises and evaluates the various functions and policies of the Behavioral Health Department that are under the direction of the Behavioral Health Director and jurisdiction of the Mono County Board of Supervisors (BOS).



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: CDD

TIME REQUIRED

SUBJECT Bridgeport RPAC Appointment

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Bridgeport Regional Planning Advisory Committee appointments.

RECOMMENDED ACTION:

Appoint Jeff Hunewill to the Bridgeport Regional Planning Advisory Committee for a four-year term, expiring in December 2022.

FISCAL IMPACT:

None.

CONTACT NAME: Michael Draper

PHONE/EMAIL: 1805 / mdraper@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Application

History

Time	Who	Approval
2/15/2018 3:43 PM	County Administrative Office	Yes
2/15/2018 10:14 AM	County Counsel	Yes

2/15/2018 8:24 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

Planning Division

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

February 20, 2018

TO: Honorable Mono County Board of Supervisors
FROM: Michael Draper, Planning Analyst, for John Peters, District 4 Supervisor
RE: Bridgeport Regional Planning Advisory Committee

RECOMENDATION

Consider appointing Jeff Hunewill to the Bridgeport Regional Planning Advisory Committee, as recommended by Supervisor Peters.

FISCAL IMPACT

No fiscal impacts are expected.

DISCUSSION

The Bridgeport Regional Planning Advisory Committee currently has nine vacant seats. As of December 31, 2017 three appointee terms had expired. One of the appointees has requested, and been recommended, for reappointment for the four-year term. The six current members' terms expire in December 2020.

Supervisor Peters recommends Jeff Hunewill to be reappointed to a four-year term expiring in December 2022. The following summarizes the status of the current membership:

Existing Members

- Barry Beck
- Gene Kinum
- John Migliore
- Justin Nalder
- Steve Noble
- Benny Romero

Term Expires

12-31-20
12-31-20
12-31-20
12-31-20
12-31-20
12-31-20

The application for Mr. Hunewill is attached.

If you have questions regarding this matter, please contact Supervisor Peters or Michael Draper at 760.924.1805.

Regional Planning Advisory Committees

P.O. Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

P.O. Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

MEMBERSHIP APPLICATION

This application is for membership in the following RPAC (choose one):

- | | |
|---|--|
| <input type="checkbox"/> Antelope Valley | <input type="checkbox"/> June Lake CAC (Citizens Advisory Committee) |
| <input type="checkbox"/> Benton/Hammil | <input type="checkbox"/> Long Valley |
| <input checked="" type="checkbox"/> Bridgeport Valley | <input type="checkbox"/> Mono Basin |
| <input type="checkbox"/> Chalfant Valley | <input type="checkbox"/> Swall Meadows |

Name Jeff Hunewill
Address [REDACTED]
City/State/Zip Bridgeport, CA 93517
Phone (day) [REDACTED] Phone (eve.) 562ME
Email djhunewill@hotmail.com
Occupation/Business Rancher - Guest Ranch owner

Special interests or concerns about the community:

Agricultural, grazing, forests, outdoor recreation,
Zoning, Revitalizing Bridgeport.

Signature Jeff B Hunewill Date 2/14/2018



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: CDD

TIME REQUIRED

SUBJECT Antelope Valley RPAC Appointments

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Antelope Valley Regional Planning Advisory Committee (AVRPAC) appointments.

RECOMMENDED ACTION:

Make the following appointments: Cheryl Isbell to a two-year term expiring December 31, 2020 and Eric Edgerton to a four-year term expiring December 31, 2022.

FISCAL IMPACT:

None.

CONTACT NAME: Gerry LeFrancois

PHONE/EMAIL: 1810 / glefrancois@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Isbell application
<input type="checkbox"/> Edgerton application

History

Time	Who	Approval
2/15/2018 3:43 PM	County Administrative Office	Yes
2/15/2018 10:15 AM	County Counsel	Yes

2/15/2018 8:26 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

Planning Division

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

February 20, 2018

To: Mono County Board of Supervisors
From: Gerry Le Francois, Principal Planner
Subject: Antelope Valley Regional Planning Advisory Committee (AVRPAC) appointments

Action Requested

Consider appointing Cheryl Isbell to a two-year term and Eric Edgerton to a four-year term on the Antelope Valley RPAC.

Fiscal/Mandates Impact

No fiscal impacts are expected.

Current Fiscal Year Budget Projections

No impact is expected on current fiscal year budget projections.

Discussion

The existing membership and their current terms are below:

	Existing members (terms are two or four years):	Term expires
1	Dan Anthony	12.31.2020
2	Mike Curti	12.31.2018
3	Arden Gerbig	12.31.2018
4	Mark Langner	12.31.2018
5	Don Morris	12.31.2018
6	Orval Mosby	12.31.2018
7	John Vannoy	12.31.2020
8	Bruce Woodworth	12.31.2018
9	Ned Welsh	12.31.2020
10	Katy Buell	12.31.2020
11	Charles Brown	12.31.2020
12	Roger Donahue	12.31.2020
13	Patti Hamic-Christensen	12.31.2018
14	<i>vacant</i>	<i>12.31.2020</i>
15	<i>vacant</i>	<i>12.31.2022</i>

Existing By-Laws allow for 15 members. This item is sponsored by Supervisor John Peters. If you have any questions regarding this item, please contact Gerry Le Francois at 924.1810 or glefrancois@mono.ca.gov.

Regional Planning Advisory Committees

P.O. Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

P.O. Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

MEMBERSHIP APPLICATION

This application is for membership in the following RPAC (choose one):

- | | |
|---|--|
| <input checked="" type="checkbox"/> Antelope Valley | <input type="checkbox"/> June Lake CAC (Citizens Advisory Committee) |
| <input type="checkbox"/> Benton/Hammil | <input type="checkbox"/> Long Valley |
| <input type="checkbox"/> Bridgeport Valley | <input type="checkbox"/> Mono Basin |
| <input type="checkbox"/> Chalfant Valley | <input type="checkbox"/> Swall Meadows |

Name Cheryl Isbell

Address 151 Pine Nut Road

City/State/Zip Walker, CA 96107

Phone [REDACTED] Phone (eve.) Same

Email [REDACTED]

Occupation/Business Retired/court reporter

Special interests or concerns about the community:

Signature _____ Date _____

Regional Planning Advisory Committees

PO Box 347
Mammoth Lakes, CA 93546
760-924-1800 phone, 924-1801 fax
commdev@mono.ca.gov

PO Box 8
Bridgeport, CA 93517
760-932-5420 phone, 932-5431 fax
www.monocounty.ca.gov

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This application is for membership in the following RPAC (choose one):

- | | |
|---|--|
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| <input type="checkbox"/> Benton/Hammil | <input type="checkbox"/> Long Valley |
| <input type="checkbox"/> Bridgeport Valley | <input type="checkbox"/> Mono Basin |
| <input type="checkbox"/> Chalfant | <input type="checkbox"/> Wheeler Crest |

Name Eric Edgerton

Address 108432 Hwy 395/ P.O. Box 207

City/State/Zip Coleville Ca 96107

Phone (day) [REDACTED]

E-mail [REDACTED]

Occupation/Business Agriculture

Special interests or concerns about the community:

Supporting local tourist and agricultural based economies, and protecting the scenic, recreational, cultural, and natural resources of the area. _____

Signature Eric Edgerton Date 12/11/2017



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Mono County Child Care Council

TIME REQUIRED 45 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

Queenie Barnard, Mono County Child
Care Council Coordinator

SUBJECT 2017 Mono County Child Care Needs
Assessment

AGENDA DESCRIPTION:

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

Presentation and request for approval of the 2017 Mono County Child Care Needs Assessment, conducted to assess current and future child care needs in Mono County in preparation for updating the strategic plan for the Mono County Child Care Council.

RECOMMENDED ACTION:

Receive presentation of Mono County Child Care Needs Assessment; Provide any desired direction to staff or Council; Approve Mono County Child Care Needs Assessment to submit to the California Department of Education.

FISCAL IMPACT:

None.

CONTACT NAME: Queenie Barnard

PHONE/EMAIL: 760-934-3343 / qbarnard@imaca.net

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> MCCCC Needs Assessment Presentation
<input type="checkbox"/> MCCCC Child Care Needs Assessment
<input type="checkbox"/> MCCCC Strategic Plan
<input type="checkbox"/> Child Care Provider Recruitment Flyer
<input type="checkbox"/> Steps to Becoming A Provider Flyer
<input type="checkbox"/> Capacity Requirements

History

Time	Who	Approval
2/14/2018 5:06 AM	County Administrative Office	Yes
2/15/2018 4:29 AM	County Counsel	Yes
2/14/2018 2:33 PM	Finance	Yes

Mono County Child Care Council



www.monocccc.org

625 Old Mammoth Road

P.O. Box 8571

Mammoth Lakes, CA 93546

Date: February 20, 2018

To: Honorable Board of Supervisors

From: Queenie Barnard, Mono County Child Care Council Coordinator
Nancy Mahannah, Mono County Child Care Council

Subject: Presentation and Approval of the 2017 Mono County Child Care Needs Assessment

Recommendation:

- Receive presentation of Mono County Child Care Needs Assessment
- Provide any desired direction to staff or Council
- Approve Mono County Child Care Needs Assessment to submit to the California Department of Education

Discussion:

Child care remains a critical issue for the workforce in Mono County. The Mono County Child Care Council (MCCCC) conducted a community needs assessment in Fall 2016 to assess current and future child care needs in Mono County in preparation for updating its strategic plan. The needs assessment included stakeholder surveys and key informant interviews. This summary report provides analyses of the results. This document provides a community description of the Mono Child Care Council service area, a brief description of the research approach, a summary of the data analyses, and identified strengths, weaknesses, needs, and suggested solutions born from the data analyses. The analysis was completed by the Center for Evaluation and Research, LLC, in Redding, California. The results of the analysis helped to define specific areas of focus for the Mono County Child Care Council that are summarized and its strategic plan has been updated.

Fiscal Impact:

None

Attachments:

1. MCCCC Needs Assessment PPT
2. MCCCC Child Care Needs Assessment
3. MCCCC Strategic Plan
4. Child Care Provider Recruitment Flyer
5. Steps to Becoming a Provider Flyer

Mono County Child Care Council



www.monocccc.org

Queenie Barnard, Mono County Child Care
Council Coordinator

Nancy Mahannah, Public Health Nurse

February 7, 2018

What is the Mono County Child Care Council?

“The primary mission of the local child care planning council is to plan for child care and development services based on the needs of families in the local community.”

- California Department of Education, Early Education and Support Division

▶ OUR VISION

All children in Mono County will be supported to reach their full potential.

▶ OUR MISSION

The Mono County Child Care Council will actively lead a community-wide effort to develop and sustain accessible, high quality, affordable child care and education.

Members of the Mono County Child Care Council

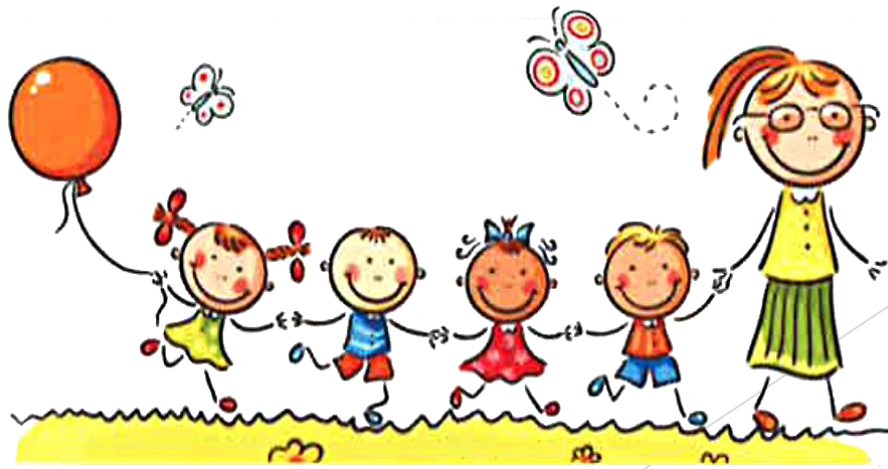
Dyanna Hernandez, Chair	Mono Co. Office of Education, Bridgeport
Rosanne Lampariello	Mammoth Elementary School, Husky Club
Julie Winslow	Mammoth Kids Corner
Molly DesBaillets, Vice-Chair	First 5 Mono County
Sofia Flores	Mono Co. Behavioral Health
Sandra Villalpando	Mono Co. Social Services
Didi Tergesen	First 5 Mono County
Brooke Bien	Mammoth Unified School District
Nancy Mahannah, Secretary	Mono Co. Public Health

Mono County Child Care Council Coordinator

Queenie Barnard

IMACA

Mono County Child Care Council Needs Assessment 2017



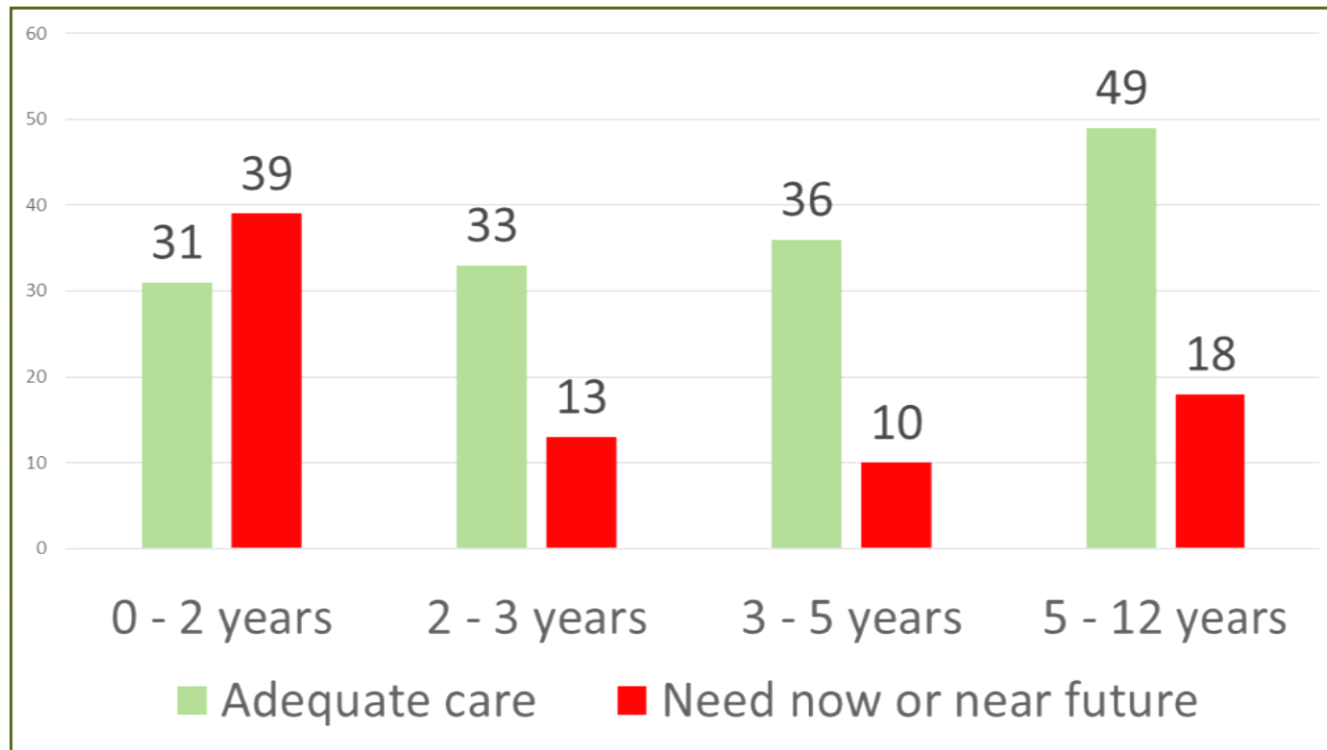
The Needs Assessment Sample

Who	How	Sample
Child Care Consumers	Online & paper survey	English = 161 Spanish = 17 Total = 178
Child Care Consumers	Phone interviews	n = 15
Peapod parents of children age 0-5yrs	Focus groups	n = 3 groups
Child Care Provider Survey	Online & paper	n = 27
Business/ Employer Survey	Online	n = 32
Elected Government Officials	Face-to-face interviews	n=10

The Consumer Survey Respondents

Mono	Live	Work	Percent of total respondents using child care in this location
North Mono (June Lake>North)	14%	13%	8%
Mammoth	57%	83%	57%
Crowley	21%	2%	2%
East/South Mono (Tri Valley)	9%	4%	2%

What age groups have the greatest need for child care?



When is child care needed?

Table QC7: Percent by Time Needing Childcare (n=178)

Before School	After School	During Holidays/School Breaks	Summers	Weekends	Full day	Part day	Evening/Overnight
9%	40%	26%	30%	12%	54%	15%	6%

My employer allows flexible schedule around child care needs.

Yes	Somewhat	No
35%	40%	25%

What do employers say about flexibility?

Accommodate child care problems? Yes = 48%

Allow employees to bring children to work when child care problems occur? Yes = 33%

Why is obtaining child care so difficult?

COST	43%
NONE AVAILABLE	30%
INSUFFICIENT QUALITY	16%
LANGUAGE	2%

Current Child Care Pricing & Waitlists

Provider	Pricing		Current Waitlist
Mammoth Elementary Husky Club	< 4 hours = \$24.00/day 4 - 6.5 hours = \$32.00/day 6.5 - 10.5 hours = \$43.00/day		K-5 th Grade: 9
Mammoth Kids Corner	Local Pricing	Employee Pricing	
	\$58	\$52	Infants (0-2): 21
	\$47	\$41	Toddlers (2-3): 17 Pre-K (3-5): 11
	*** \$3 discount for siblings ***		
Mammoth Lakes Lutheran Preschool	Full day: \$47 Half day: \$30 *** With minimum wage increase, price may increase within next 2 years ***		Current year: Pre-K (3-5): 5 Next year: Pre-K (3-5): 15 waiting with only 10 slots
Mono County Head Start/State Preschools	Income Eligible Families: \$0 Over-Income Families: \$28.32		Benton: 0 Bridgeport: 0 Coleville: 0 Lee Vining: 0 Mammoth Lakes: 4
IMACA Subsidized Child Care Program	Families may have Family Fee and/or Co-Payment depending on income and provider charges		Infants (0-2): 4 Toddlers (2-3): 6 Pre-K (3-5): 3 School Age (5+): 8

Estimated Annual Household Income of Consumers (173 respondents)

Table QC14: Percent by Estimated Annual Income (n=173)

\$0-\$24,500	\$24,500 to \$31,500	\$31,500 to \$46,900	Over \$46,900
12%	9%	15%	64%

*Parents report spending a third of their income
on child care.*

*If 2 or more children are in child care, they may spend
over half of their income on child care.*

Who are the child care providers? (27 child care provider respondents)

- ▶ A third are over 50 years old
- ▶ 45% are Hispanic, 55% are non-Hispanic White
- ▶ Half report some college education up to a graduate degree; 5 were enrolled in college
- ▶ Hourly Income: 47% < \$15; 36% to \$20; 16% > \$20
- ▶ Only 45% have benefits
- ▶ 19% have a second job

Why be a child care provider?

- ▶ “Making a difference in children’s lives”
- ▶ “The love and trust I share with the children”
- ▶ “Watching them grow and learn”
- ▶ “Seeing them move through their developmental milestones”
- ▶ “Seeing them using skills that I have taught them”
- ▶ “Watching their developing relationships with each other”
- ▶ “Seeing the light in their eyes of new learning and understanding”

Child care providers' suggestions for change

- ▶ More infant & child care providers/teachers
- ▶ Better access to college classes
 - ▶ 12 Early Childhood Education/Child Development units are required to be a teacher
- ▶ Encourage high school students to go into the child care field
- ▶ More child care facilities
- ▶ More support for child care providers generally
- ▶ Address insufficient/unaffordable housing in the area

Peapod focus groups

Parents of children age 0-5yrs

Bridgeport

Curriculum/structure

General availability & need for alternative hours

Lack of infant care

Mammoth
Lakes

Curriculum/structure

Health & safety

Caregiver/center match with children

Walker
Coleville

General availability & need for alternative hours

Caregiver/center match with children

Employer Survey

(32 Respondents)

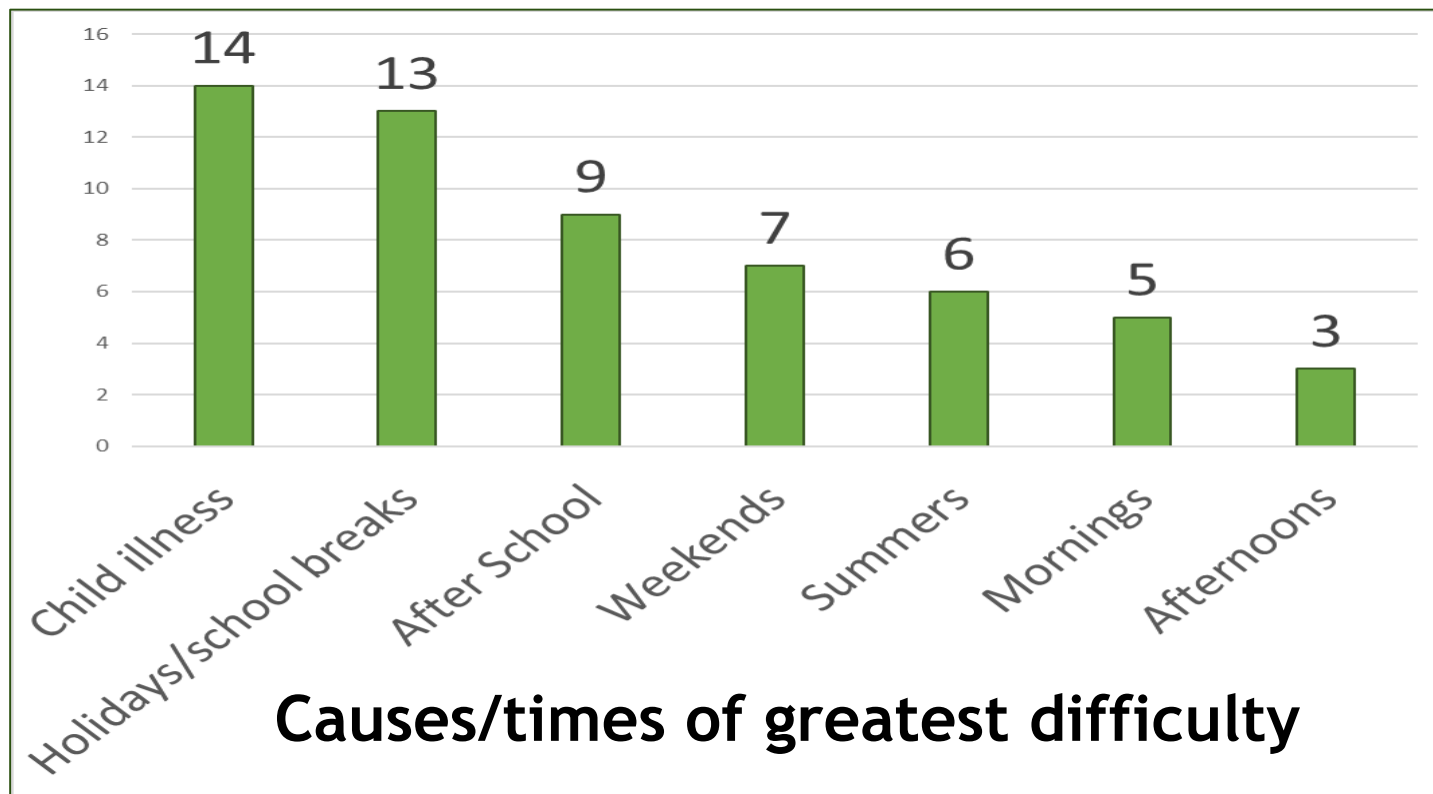
- ▶ Location of business responding
 - ▶ Mammoth Lakes 21
 - ▶ Bridgeport 5
 - ▶ Walker/Coleville/Topaz 2
 - ▶ Tri Valley 2
 - ▶ Tom's Place 1
 - ▶ June Lake 1

- ▶ 25 businesses reported employees requiring child care

Lack of child care impacts local businesses

(32 respondents)

- ▶ 6 reported absenteeism due to lack of child care
- ▶ Child care hours inconsistent with business needs
- ▶ Lack of child care puts stress on business



What has changed since May 2017?

- Mono County Office of Education has opened a preschool with 10 slots on Mammoth Elementary campus. (Includes special needs children)
- 1 Person has become a family child care provider
- 2 People and Mammoth Hospital are in the process of becoming child care providers.
- **3 Family child care providers have left the area or are no longer in operation**

Elected Government Official Survey

(10 respondents)

- ▶ What is your experience with child care?
 - ▶ 2 have past experience, zero have recent experience
- ▶ What have you heard regarding child care?
 - ▶ Lacks in availability and alternative hours
 - ▶ Is too costly
- ▶ The responsibility of elected officials is to:
 - ▶ Help make it affordable **HOW?**
 - ▶ Provide support through policy **WHAT POLICY?**
 - ▶ Listen better to constituents regarding child care
- ▶ All had limited knowledge of the function of First 5, IMACA, and the Office of Education in relationship to child care.

QUESTIONS ??? Moving Forward

- ▶ How do we assist with the expense of child care for families?
- ▶ How do we increase the number of child care providers?
- ▶ How do we help businesses and families by providing child care during alternative hours?
- ▶ What steps do we take to ensure a more stable number of affordable quality child care placements?
- ▶ How can we draw people into the child care field which has such poor financial compensation compared to other fields?
- ▶ What policies, if enacted, would support the cost and availability of child care?

What can be done about the **CHILD CARE CRISIS** here and now?

- ▶ 1. Read the stories of child care consumers in the Needs Assessment
- ▶ 2. Recognize that child care issues stress businesses and their employees.
- ▶ 3. Realize that infant care is nearly absent.
- ▶ 4. Working parents of pre-teen children want supervised afterschool programs
- ▶ 5. Include an onsite child care center in all plans for affordable housing.
- ▶ 6. Include a child care center in plans for County and Town Civic Center.
- ▶ 7. Be open to policies that augment income to provide for child care options.



2017-2022 Strategic Plan

VISION	All children in Mono County will be supported to reach their full potential.		
MISSION	The Mono County Child Care Council will actively lead a community-wide effort to develop and sustain accessible, high-quality, affordable child care and education.		
OBJECTIVES	By June 30, 2022, develop and implement a Career Pathway Program for future child care providers to increase participation in Early Childhood Education / Child Development college courses.	By June 30, 2022, ensure that a minimum of 50% of children 0-12 with parents in the workforce have a child care slot.	By June 30, 2022, increase both home-based and center-based options that provide an age-appropriate learning environment as defined by "Quality Counts California."
STRATEGIES	<ul style="list-style-type: none"> • Offer mentoring and coaching services • Recruit high school and college students • Support bonds/taxes that finance child care • Work to leverage funds for financial support • Work to establish internships at centers/sites 	<ul style="list-style-type: none"> • Expand child care availability for working parents to include weekends, school holidays, and during school summer breaks • Develop a Child Care Peer Support Program • Collaborate with Community Care Licensing to provide at least one "Steps to Becoming a Child Care Provider" on-site training in Mono County annually 	<ul style="list-style-type: none"> • Increase the number of sites rated as high quality using the "Quality Counts California" standard • Include family engagement activities and transition to Kindergarten activities • Increase mentoring and coaching services • Continue to offer professional development opportunities (AB212 – 18 hours of PD; IMPACT – 21 hours of PD)
ACTION PLAN	<ul style="list-style-type: none"> • Coordinate with Mono County Office of Education and Unified School Districts to promote the Child Development Career Pathway. • Develop a plan/mechanism for recruiting and informing the community. • Research and map opportunities to provide financial support and resources • Lending Library for ECE college courses 	<ul style="list-style-type: none"> • Maintain list of "babysitters/nannies" through Mammoth Mountain's informal list, college students taking Child Development classes, sitter class through Mammoth Hospital) • Create list of providers who want to advise, map out eligibility, tier stipends based on education • Hold quarterly "Steps to Becoming a Child Care Provider" trainings (CC College, North Mono County) 	<ul style="list-style-type: none"> • Kindergarten Snap Shot to be posted at sites, given to parents. • Kindergarten Readiness training for providers to be scheduled at the beginning of each school year. • Increase advertising efforts for Kindergarten Readiness Roundup.

OUR 5 YEAR OBJECTIVES

1. Develop and implement a Career Pathway Program for future child care providers to increase participation in Early Childhood Education/Child Development college courses.
2. Ensure that a minimum of 50% of children 0-12 years old with parents in the workforce have a child care slot.
3. Increase both home-based and center-based options that provide an age-appropriate learning environment as defined by “Quality Counts California”

What “Quality” Early Care Means:



LOW TEACHER TO
CHILD RATIOS AND
SMALL GROUP SIZES



AGE APPROPRIATE
LEARNING ACTIVITIES



ENGAGING AND SAFE
LEARNING ENVIRONMENTS



ACTIVITIES
THAT SUPPORT
PHYSICAL, SOCIAL
AND EMOTIONAL
GROWTH



QUALIFIED
STAFF WITH
PROFESSIONAL
DEVELOPMENT
OPPORTUNITIES

Are You or Someone You Know Interested in Becoming a Child Care Provider?

Inyo Mono Advocates for Community Action, Inc.
Community Connection for Children
625 Old Mammoth Road
PO Box 8571
Mammoth Lakes, CA 93546
(760) 934-3343



*Up to \$500 start up support

**Mono County
Child Care Council
Needs Assessment
2017**

Mono County Child Care Council
P.O. Box 8571

625 Old Mammoth Road
Mammoth Lakes, CA 93546

P: (760) 934-3343

F: (760) 934-2075

www.monocccc.org



**Mono County Child Care Council
Child Care Needs Assessment**

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Mono County Child Care Council Child Care Needs Assessment

EXECUTIVE SUMMARY

INTRODUCTION

The Mono County Child Care Council (MCCCC) conducted a community needs assessment in Fall 2016 to assess current and future child care needs in Mono County in preparation for updating its strategic plan. The needs assessment included stakeholder surveys and key informant interviews. This summary report provides descriptions of the survey instruments and focus group protocols along with analyses of their respective results.

This document provides a community description of the Mono Child Care Council service area, a brief description of the research approach, a summary of the data analyses, and identified strengths, weaknesses, needs, and suggested solutions born from the data analyses. The analysis was completed by the Center for Evaluation and Research, LLC, in Redding, California.

The results of the analysis helped to define specific areas of focus for the Mono County Child Care Council that are summarized here in preparation for updating its strategic plan.

CONSUMER SURVEY

The Consumer Survey results showed that while approximately 52% of child care consumers indicated that their children were in licensed care programs, 24% of the survey participants indicated that they had a need for child care. The greatest expressed needs for child care were during “work hours” at 85%, for a “full day” at 54%, “after school” at 40%, and “summer” at 30%.

The greatest problems obtaining child care included the high cost at 43%, availability issues ranging from limited child care options before school at 6% to no child care options available at all at 30%. Other issues included poor quality of existing programs at 16%, the locations at 13%, and transportation issues at 10%.

Employer flexibility around child care needs varied from 35% who had employer flexibility and 40% who indicated “somewhat,” to 25% who indicate no employer flexibility around child care.

The Consumer Survey results contained slight discrepancies based on respondents providing conflicting answers, which is explained in the analysis section. The discrepancies had relatively minor impact on the overall results.

EMPLOYER SURVEY

Six of the thirty-two respondents, indicated that they did not have employees with child care needs, twenty-four indicated that some employees had child care needs, one indicated about half of their employees, and one indicated about three quarters of their employees were in need of child care. Additionally, 6% indicated that they had experienced attendance problems as a result of employees’ child care needs. Seventy percent indicated that employees were allowed schedule flexibility to accommodate child care needs, 33% allowed employees to bring children to work when needed and 42% indicated that their company/agency would be interested in offering on-site care.

Mono County Child Care Council Child Care Needs Assessment

PROVIDER SURVEY

The results showed that of the twenty-seven respondents, twenty-six were female, eighteen were over forty years of age, twenty-three lived and worked in Mammoth with an average of eleven and a half years of experience in child care. Ten of the twenty-seven held a Child Development Permit and six had less than a high school diploma/GED, and five were taking college level courses. Twenty-two indicated that they provided child care Monday through Friday, ten on Saturday, six on Sunday, and fourteen had waiting lists.

INTERVIEWS

Interview responses were grouped into common topic categories to reveal relative frequencies for the child care elements described.

The Consumer Survey found that availability of child care was the most frequent topic of concern by followed the cost of child care, available infant care, alternative care days/hours, and the need for good match between the care giver and the child. Other categories were the need for center-based child care and more locations with a structured pre-school focus.

The playgroup parent focus group interviews found that the need for more structured programs with curricula and engaging activities for children were of greatest concern. Other concerns were programs that provide alternative days/hours, higher standards of child health and safety, and the desire for center-based care. Other needs were for both English and Spanish care givers and more licensed programs.

County and Town government elected officials were interviewed. All reported knowledge of the deficiency in child care availability and knew it was too costly. Only 2 out of ten officials, interviewed had personal experience with the current child care community. The officials understood their responsibility toward child care to be helping affordable child care for the work force, to provide support through policy, facilitate development of child care opportunities, to listen to constituents child care needs, and to help people work through regulations to gain access to quality child care.

2015-2017 CHILD CARE STATISTICS

Inyo Mono Advocates for Community Action, Inc. (IMACA) operates 6 center-based preschool facilities in 5 communities in both Inyo and Mono Counties. Resources and referrals for the 2015-2016 fiscal year showed that IMACA provided 83 referrals for child care from persons needing child care for their children. IMACA received 108 requests for other child care information, including information on Head Start/State Preschool enrollment and resources for children with special needs. The age categories of child care requests for referrals was as follows: 20 infants (under 2 years old), 79 preschool (2-5 years old), and 18 school age (6 years and older). There were an equal number of requests for full-time child care and part-time child care. More than half of the children were in need of evening and/or weekend care. Approximately 75% of the child care requests were due to parent employment.

The Alternative Payment (AP) subsidized child care program data showed that from November 2015 to February 2017, the waitlist for the subsidized child care program had steadily decreased. In November 2015, there were 52 families with 79 children on waitlisted. As of

Mono County Child Care Council Child Care Needs Assessment

February 2017, there are 9 families with 12 children waitlisted. The waitlist decrease was due to the fact that some families had enrolled in the AP program or Husky Club programs, some families no longer lived in the area, some contact phone numbers were no longer valid, voice mail messages were not returned, and some were removed from the waitlist because of income issues.

IDENTIFIED STRENGTHS

It was clearly identified, garnering near unanimous agreement, that too few child care placement options exist to meet the need for child care in the county. This clarity may assist in convincing key decision makers that solutions are required. Additionally, nearly half of employers surveyed indicated their support for employees in need of child care, and they were open to participate in efforts to establish on-site child care services. Also, the child care providers were, for the most part, in the profession to provide positive experiences for children and their parents.

IDENTIFIED NEEDS

The identified needs included 1) increase the number of licensed child care providers, 2) increase child care provider accessibility, financial support and time for participation in college courses, 3) increase both home-based and center-based child care options that provide a structured pre-school curriculum, and 4) expand child care availability for working parents to include weekends, school holidays, and during school summer breaks.

SUGGESTED SOLUTIONS

Solutions include 1) expand the number of child care openings across the county, 2) expand the establishment of both home-based and center-based child care options that provide a structured pre-school curriculum, 3) establish systematic child care provider training across the county (consider video conferencing/online options); although data analysis generated this suggestion, council members do provide this support to providers county wide with the Childcare Quality System (see appendix E), 4) establish employer on-site child care programs, 5) educate community leaders regarding how a lack of quality affordable child care affects the economy of the communities in Mono County.

Mono County Child Care Council Child Care Needs Assessment

RESEARCH DESCRIPTION

MCCCC undertook a four-pronged research strategy that included 1) community information from agency, county, state, and federal data, 2) parent, provider, and employer online surveys, 3) input key informant in-person interviews of targeted stakeholders, and 4) phone interviews.

RESEARCH INSTRUMENTATION

A **Mono County Employer Survey** was conducted as an online self-reporting tool that asked local employers eighteen questions related to specific information regarding the number and type of employees as well as details about employee child care options. Data was collected from October 31, 2016 through December 27, 2016 and yielded 32 responses.

A **Mono County Child Care Consumer Survey** was conducted as an online self-reporting tool that asked consumers twenty-three questions related to demographic and household information as well as child care usage and needs. The survey consisted of twenty-three multiple choice and open-ended questions and was available in both English and Spanish languages. Data was collected from September 19, 2016 through November 16, 2016 and yielded 161 English responses and 17 Spanish responses.

A **Mono County Child Care Provider Survey** was conducted as an online self-reporting tool that asked consumers forty questions related to child care setting details as well as provider background information. Data was collected on January 19, 2017 and yielded 27 responses.

Key Informant Interviews were conducted with 10 government officials from across the county.

Focus Group Interviews were conducted with playgroup parents. Data was collected as follows:

- Bridgeport Peapod group on November 29, 2016
- Mammoth Lakes Peapod group on December 1, 2016
- Walker Peapod group on November 30, 2016 from

Follow-up Phone Interviews were conducted with 15 (21%) of the 70 respondents of the online Consumer surveys who provided a phone number. The surveys contained the statement, *“If you would like to be entered into a drawing for a \$25 gift card, please supply us with your full name and phone number so that we may contact you if you are chosen to receive the gift card.”*

**Mono County Child Care Council
Child Care Needs Assessment**

COMMUNITY DESCRIPTION

Mono County is located on the eastern slopes of the Sierra Nevada mountain range with a land area of 3,044 square miles with a population of 13,997 made up of 54% urban residents and 46% rural residents. City-Data.com showed that the population density of the county in 2014 was 5 persons per square mile. The communities in the county include Mammoth Lakes, Crowley Lake, Walker, Chalfant, June Lake, Bridgeport (County seat), Coleville, Benton, Lee Vining, and Swall Meadows.

ETHNICITY

City-Data.com 2014 data showed the ethnic composition of Mono County residents to be 84% Caucasian, 27% Hispanic, 4% Native American, <1% Asian, and 9% Other.

INCOME

Bureau of Labor Statistics data showed that in December 2016, Mono County had an unemployment rate of 4.3% compared to the state of California’s rate of 5.2%. When compared to state levels in 2015, Mono County had lower median income, a slightly higher cost for preschool child care in licensed child care centers, a significantly lower poverty rate for children, and a lower percentage of the total population living in poverty (Table 1).

Table 1: Mono County Income Statistics 2015

Category	Mono County	California
Median Annual Household Income (2015 US Census Bureau)	\$56,944	\$61,818
Annual cost of preschool child care in Licensed Child Care Centers (2015 California Child Care Portfolio and kidsdata.org)	\$9,173	\$9,106
Children 0-5 living in poverty (2015 California Child Care Portfolio)	9%	23%
Percentage of total population living in poverty (2015 U.S. Census Bureau)	11.2%	15.3%

CHILDREN

According to kidsdata.org, there were a total of 2,337 children ages birth through 13 living in Mono County with the following age distribution distributed as 21% infants or toddlers (ages two or under), 21% preschool age children (ages three through five), and 58% school age children (ages six through 13).

SCHOOL INFORMATION

Public school attendance data for the 2015-2016 school year showed 2,081 Kindergarten through 12th grade students attended schools within the Eastern Sierra Unified and Mammoth Unified school districts as well as the Mono County Office of Education. There were 185 students (9%) who were enrolled in special education, 66% classified as socioeconomically disadvantaged, and an estimated 9% of children ages 0-5 were living in poverty.

**Mono County Child Care Council
Child Care Needs Assessment**

ETHNICITY

The California Department of Education (CDE) 2015-2016 DataQuest information student ethnicity breakdown is displayed in Table 2 below.

Table 2: Ethnicity of Students Attending Mono County Schools in 2015-2016

American Indian	Hispanic/Latino	Caucasian	African American	Other	Multiple or No Response
2.3%	53.7%	37%	3.1%	2.3%	1.6%

ENGLISH LANGUAGE LEARNERS

CDE DataQuest information for the 2015-2016 school year showed that a total 602 students (29%) who attended Mono County Schools were designated as English Language Learners (ELL). The largest numbers of ELL students attended schools in the Mammoth Unified School District.

FREE AND REDUCED LUNCH

CDE DataQuest information for the 2015-2016 school year showed that 66% of students enrolled in Mono County schools were eligible for free and reduced price meals.

**Mono County Child Care Council
Consumer Survey Results**

MCCCC CHILD CARE CONSUMER SURVEY

The MCCCC Child Care Consumer Survey online instrument yielded 161 English and 17 Spanish responses. The responses were for the most part combined for analysis except where large group differences were noted. The results are presented by question and provided in the statements and tables below.

The Consumer Survey results had slight discrepancies in how respondents answered similar survey questions, which needed to be noted for the analysis. For example, when asked Question #3, *“In what community do you have your children in CHILDCARE?”* the number of responses that indicated, *“My children don't attend childcare”* was 51 out of 178 for 29% of the total; however, for Question #4 *“If your child/children are in child care, what type of child care do they attend?”* the number of responses that indicated, *“My children are not in childcare”* was 38 out of 189 for 25% of the total. Additionally, some respondents selected both “no child care” as well as selecting a child care type in the same response, which indicated that they did not understand the question or did not read it carefully.

QUESTION 1 asked, *“In what community do you LIVE?”* **QUESTION 2** asked, *“In what community do you WORK?”* The results are shown in the table below.

Table QC1 & QC2: Percent by Community for Live and Work

Community	Live (n=178)	Work (n=170)
Coleville/Walker/Topaz	3%	2%
Bridgeport	4%	5%
Lee Vining/Mono City	4%	4%
June Lake	3%	2%
Mammoth Lakes	57%	83%
Crowley	21%	2%
Tom’s Place/Sunny Slopes	2%	1%
Swall Meadows/Paradise	1%	0%
Benton/Hammil Valley/Chalfant	1%	1%
Inyo County	4%	1%
Nevada	1%	1%

QUESTION 3 asked, *“In what community do you have your children in CHILDCARE?”* The options allowed for selecting all that apply. The results are shown in the table below.

Table QC3: Percent by Community for Childcare (n=127)

Community	%
Coleville/Walker/Topaz	1%
Bridgeport	4%
Lee Vining/Mono City	3%
June Lake	0%
Mammoth Lakes	57%
Crowley	2%
Tom’s Place/Sunny Slopes	0%

**Mono County Child Care Council
Consumer Survey Results**

Swall Meadows/Paradise	0%
Benton/Hammil Valley/Chalfant	0%
Inyo County	4%
Nevada	1%
Do not attend childcare	30%

QUESTION 4 asked, “If your child/children are in child care, what type of child care do they attend?” The options allowed for selecting all that apply. The results are shown in the table below.

Table QC4: Percent by Type of Childcare (n=189)

Not in childcare	Licensed child care center	Licensed day care home	Private preschool	Head Start	Cooperative childcare	Family, Friend, or Neighbor
25%	38%	32%	4%	1%	1%	23%

QUESTION 5 asked, “Please mark the number and age of young children in your home for whom you are the parent or guardian.” The options allowed for selecting all that apply. The results are shown in the table below.

Table Q5: Percent by Ages for Children in Homes (n=178)

0 – 24 Months	2 to 3 Years	3 to 5 Years	5 to 12 Years
35%	26%	28%	54%

QUESTION 6 asked, “Please mark the ages of children that have, or that are in need of, childcare. You may mark more than one column for each age category.” The results are shown in the table below.

Table QC6: Percent by Age Group for Childcare Need (n=178)

Age Group	Currently has adequate childcare	Currently Needs Childcare	Have tried to find childcare with no success	Will need childcare within 6 months to a year
0 – 24 Months	19%	10%	4%	9%
2 to 3 Years	21%	3%	1%	3%
3 to 5 Years	21%	3%	1%	2%
5 to 12 Years	31%	8%	3%	1%

QUESTION 7 asked, “When do you need childcare? (Mark all that apply.)” The results are shown in the table below.

Table QC7: Percent by Time Needing Childcare (n=178)

Before School	After School	During Holidays/School Breaks	Summers	Weekends	Full day	Part day	Evening/Overnight
9%	40%	26%	30%	12%	54%	25%	6%

**Mono County Child Care Council
Consumer Survey Results**

QUESTION 8 asked, “*Why do you need childcare? (Mark all that apply.)*” The options allowed for selecting all that apply. Seven responses indicated other reasons for needing childcare including health, business ownership/potential employment and socialization for their children. The results are shown in the table below.

Table QC8: Percent by Why Need Childcare? (n=178)

Work	School	Personal Time
85%	4%	12%

QUESTION 9 asked, “*Are you happy with the quality of your current childcare?*” The results are shown in the table below.

Table QC9: Percent by Happy with Quality of Current Childcare (n=170)

Yes	Somewhat	No	I don’t currently have childcare
54%	17%	5%	24%

QUESTION 10 asked, “*Have you ever had to go without childcare when you needed it?*” The results showed that 66% (n=168) responded “Yes” to the question. A follow-up open-ended question asked, “*If ‘Yes,’ what was the reason? What did you decide to do in this case?*” There were 70 open-ended responses 60% (42) indicated “availability” and 4% (3) indicated “could not find a safe place.”

QUESTION 11 asked, “*Does your employer allow flexible scheduling to work around your child care needs?*” The results are shown in the table below.

Table QC11: Percent by Employer Allowing Flexible Schedule Around Childcare Needs (n=163)

Yes	Somewhat	No
35%	40%	25%

QUESTION 12 asked, “*What do you do when your child is sick?*” The results are shown in the table below. The majority of responses for “Other” indicated that they had to stay home or miss work. There were 24 (14%) open-ended “Other (please specify) responses of which 19 (79%) indicated “stay home.”

Table QC12: Percent by When Child is Sick (n=174)

Stay home	Take child to friend or family member	Other
97%	7%	14%

**Mono County Child Care Council
Consumer Survey Results**

QUESTION 13 asked, “What problems have you had obtaining child care for your family?” The options allowed for selecting all that apply. The results are shown in the table below. There were 18 (10%) open-ended “Other (please specify) responses of which 12 (66%) indicated “availability.”

Table QC13: Percent by Problems Obtaining Childcare (n=178)

Problem	%
Cost	43%
Not available	30%
Limited 0 -24 months	22%
Limited weekends	16%
Quality	16%
Location	13%
Limited evening/overnight	11%
Limited after school care	10%
Transportation	10%
Other	10%
Limited before school care	6%
Language	2%

QUESTION 14 asked, “Estimate the total annual income combined of all adults living in the household.” The results are shown in the table below.

Table QC14: Percent by Estimated Annual Income (n=173)

\$0-\$24,500	\$24,500 to \$31,500	\$31,500 to \$46,900	Over \$46,900
12%	9%	15%	64%

QUESTION 15 asked, “If you pay by the DAY for childcare, what is the daily average cost? (Estimate average if necessary).” The results are shown in the table below.

Table QC15: Percent by Average Cost for Childcare Per Day (n=133)

Less than \$25	\$25 to \$35	\$36 to \$45	More than \$46
14%	24%	39%	23%

QUESTION 16 asked, “If you pay by the WEEK for childcare, what is the weekly average cost? (Estimate average if necessary).” The results are shown in the table below.

Table QC16: Percent by Average Cost for Childcare Per Week (n=90)

Less than \$100	\$100 to \$150	\$151 to \$200	More than \$200
16%	23%	27%	34%

QUESTION 17 asked, “Are you currently receiving financial assistance or subsidy for child care from IMACA, Social Services, Husky Club or CalWorks?” The results showed that 7% (n=171) responded “Yes” to the question.

**Mono County Child Care Council
Consumer Survey Results**

QUESTION 18 asked, “Are you interested in becoming a child care provider?” The results showed that 0% of respondents on the English survey responded “Yes” to the question, and that 82% (14) of respondents on the Spanish survey responded “Yes.” An open-ended text box was provided with the prompt, “Yes. My full name and phone number is:” that was filled in by eight respondents one of which stated, “already a provider” and a second one that stated, “Yes, but I think it’s not allowed where I rent.” The remaining six respondents provided names and phone numbers.

QUESTION 19 asked, “What is your ethnicity?” The results are shown in the table below.

Table QC19: Percent by Ethnicity (n=175)

Hispanic/Latino	Native American	Black/African American	Asian/Pacific Islander	White/Caucasian	Other
19%	1%	1%	2%	72%	5%

QUESTION 20 asked, “Is smoking/vaping allowed by friends or family members in your home?” The question required a response. The results are shown in the table below.

Table QC20: Percent by Smoking/Vaping Allowed (n=178)

Smoking/vaping is allowed in the house	Smoking/vaping is prohibited everywhere within the house
1%	99%

QUESTION 21 asked, “California law prohibits smoking in vehicles when children age 0-18 are present and levies a \$100 fine. Were you previously aware of this?” The question required a response. The results are shown in the table below.

Table QC21: Percent “Yes” “No” (n=161)

Yes	No
70%	30%

QUESTION 22 asked, “If you would like to be entered into a drawing for a \$25 gift card, please supply us with your full name and phone number so that we may contact you if you are chosen to receive the gift card.” The results showed that 15 (21%) of the 70 respondents provided names and phone number. Follow-up phone interviews were conducted. Transcripts of the phone interviews are provided in Appendix B.

The responses affirmed a high need for affordable childcare with more availability of openings, and flexible hours for childcare.

QUESTION 23 asked, “Please comment further with your own situation or concerns.” The results showed that 44% (n=178) responded “No, thank you.” to the question and there were no “Other” comments submitted.

**Mono County Child Care Council
Provider Survey Results**

MCCCC PROVIDER SURVEY

The MCCCC Provider Survey online instrument had 40 questions that yielded 27 responses. All question required a response for the survey to be submitted. The results are separated by question and provided in the statements and tables below.

QUESTION 1 asked for the respondent's "*Gender*" The responses showed 26 female and 1 male.

QUESTION 2 asked for the respondent's "*Town of residence*" The responses showed 23 in Mammoth and 4 Other.

QUESTION 3 asked for the respondent's "*Town where care is provided*" The responses showed 25 in Mammoth and 2 Other.

QUESTION 4 asked for the respondent's "*Age*" The results are shown in the table below.

Table QP4: Frequency by Age Group (n=27)

Under 40	41-50	51-60	61+
9	10	5	3

QUESTION 5 asked for the respondent's "*Ethnicity*" The results are shown in the table below.

Table QP5: Frequency by Ethnicity (n=27)

White	Hispanic	Other
13	12	2

QUESTION 6 asked for the respondent's "*Language(s) you are fluent in:*" The results are shown in the table below.

Table QP6: Frequency by Ethnicity (n=27)

Spanish	English	Other
11	16	0

QUESTION 7 asked for the respondent's "*Number of people living in your home*" The results are shown in the table below.

Table QP7: Frequency by Number Living in Home (n=27)

Number of children age 0-5	Number of children age 6-12	Number of teenagers age 13-17	Number of adults 18 and over
0	1	1	25

**Mono County Child Care Council
Provider Survey Results**

QUESTION 8 asked for the respondent's "Do you have assistants?" The options allowed for selecting all that apply. The results are shown in the table below.

Table QP8: Frequency by Number Living in Home (n=27)

No	Yes	Yes AND they live in my home	Yes AND they are over 18
22	5	3	3

QUESTION 9 asked for the respondent's "What setting do you work in?" The results are shown in the table below.

Table QP9: Frequency by Setting (n=27)

Small family child care home (licensed up to 8)	Large family child care home (licensed for up to 14)	Private child care center	Other
11	3	8	5

QUESTION 10 asked for the respondent's "What position do you work in?" The results are shown in the table below. The "Other" option did not include a text box.

Table QP10: Frequency by Position (n=27)

Teacher/Lead Teacher	Owner/Operator	Other
8	13	6

QUESTION 11 asked for the respondent's "What is your hourly wage as a child care provider (excluding benefits)?" There were twenty-seven (27) responses that included the following (the number in parenthesis is the frequency of that response):

- "5" (1)
- "7" (1)
- "9" (1)
- "10" (1)
- "11.25" (1)
- "11.50" (1)
- "15" (2)
- "15.46" (1)
- "16" (1)
- "16.50" (2)
- "19.64" (1)
- "20" (1)
- "21.1" (1)
- "\$11.???" (1)
- "\$15.00 per hour" (1)
- \$21.21 hourly (1)
- "22-30 depending on number of kids p/d." (1)
- "N/A" (5)
- "variable" (3)

**Mono County Child Care Council
Provider Survey Results**

QUESTION 12 asked, “Do you offer or are you offered benefits.” There were twenty-seven (27) responses that included:

- No (15)
- Yes (12)

QUESTION 13 asked, “Are you paid for training days?” There were twenty-seven (27) responses that included:

- No (16)
- Yes (11)

QUESTION 14 asked, “A list of policies and/or practices that may be offered in your workplace appears below. Please check those that are offered by your employer?” The survey included “Discounted child care” and “Other” in the list. There were twenty-seven (27) responses:

- Discounted child care (1)
- Other (26)

QUESTION 15 asked for the respondent’s “How many paid hours do you work in child care each week?” The results are shown in the table below.

Table QP15: Frequency by Paid Hours per Week (n=27)

1-10	11-20	21-30	31-40	41-50	51+
3	0	0	19	4	1

QUESTION 16 asked for the respondent’s “How many unpaid hours do you work in child care each week?” The survey included “5-10” and “Other” in the list. The results are shown in the table below.

Table QP16: Frequency by Unpaid Hours per Week (n=27)

5-10	Other
5	22

**Mono County Child Care Council
Provider Survey Results**

QUESTION 17 asked, “Do you have more than one paying job?” There were twenty-seven (27) responses that included:

- No (22)
- “2 other jobs. \$16.00 hr/ \$22.50 “ (1)
- “Yes 1 other job. \$30.” (1)
- “1 other job. \$20-45, Depending on the number of children cared for.” (1)
- “1 other job. Wage: 35” (1)
- “24, 1 class a week, I teach at Snowcreek athletic club.” (1)

QUESTION 18 asked, “How long have you provided child care?” as an open-ended prompt. There were twenty-seven (27) responses that averaged 11.5 years and included:

Table QP18: Years Provided Child Care (27)

Years	Frequency
<5	7
5-10	7
11-15	5
>15	7
“Variable”	1

QUESTION 19 asked, “What motivated you to become a child care provider?” as an open-ended prompt. There were twenty-five (25) responses that included:

- I love children
- I love kids
- I love children
- I love to interact with the children
- I learned about this job and liked it.
- I love children and I can work from home
- I love kids and see a lot of opportunities for every child to obtain and receive by a child care provider.
- I love working with children
- Work from home
- I enjoy working with this age group - they learn new experiences for the first time.
- I enjoy working with children.
- I am motivated to educate our youth and provide early interventions for those who need it.
- I love taking care of children.
- I love children and I am a mom, so when my children were young this was a good fit for me.
- I love children and wanted to make a difference in their lives. I also love art and physical activities.
- I started babysitting when I was 12 and loved it.

Mono County Child Care Council Provider Survey Results

- I love children and feeling like i'm making a difference in someone's life.
- Helping children and families grow is the most rewarding job for me.
- To help with growth development
- My family and I love children so much
- I did not want to leave my house for work. I love children very much.
- For work, and I love taking care of children
- I love my job.
- Retirement from classroom teacher
- Flexibility to be home for my kids, it's always been my passion- working with children and the idea of working for myself.

QUESTION 20 asked, “*What are the greatest rewards you experience working as a child care provider?*” as an open-ended prompt. There were twenty-two (22) responses that included:

- Teaching, when faces light up when they learn new things
- That the children are learning
- It is a pleasure working with children. I have been having a good response and results with the parents.
- The children are caring and lovable
- I love to see the abundance of love coming from the little preschoolers, that gives me pleasure of seeing on each child as they come through my center.
- When the children are happy, having fun and learning.
- Cooking for the children, caring for the whole child.
- Seeing the light go on in their head when they grasp a concept and of course hugs!
- Circle time
- I love seeing reach new development milestones.
- Seeing the children grow and learn
- The bonds I build with the families I serve.
- Watching them grow and learn. Hugging them when their sad and seeing them smile.
- Watching the children grow and use the skills I have taught them.
- When I am teaching a lesson and finally see it click in the children.
- The greatest reward is watching children discover and learn about our world. It brings joy to my heart.
- Helping each child to reach their goals and guiding them along the way
- Every day we learn more from them. I love them
- I like that every morning when children arrive, they hug me and tell me how much they love me. That makes me very happy.
- Gaining the love and trust of the children. The satisfaction, and how pleased the parents are with my work.
- Kissing babies!
- Seeing growth, trust, and joy. Witnessing relationship building, children thriving on structure play routine, security. Most of all watching them play outside together and be happy.

**Mono County Child Care Council
Provider Survey Results**

QUESTION 21 asked, “Do you intend to continue working as a child care provider?” and “How much longer are you planning to provide child care services?” as an open-ended prompt There were nineteen (19) responses that responded “Yes”, three (3) that responded “No” and eleven (11) open-ended responses.

- Will be retiring very soon.
- 5-10 years more at least
- Indefinite
- Untillretire 13 more years?!
- 12 years
- Untillretire
- 10+ years
- I don't know
- The necessary
- 1 year
- ?

QUESTION 22 asked, “Highest education level completed.” The results are shown in the table below. The “Other” option did not include a text box.

Table QP22: Frequency by Education Level (n=27)

Less than High School or GED	High school or GED	Some college	AA	BA	Graduate degree in education	Other
6	3	4	3	5	2	4

QUESTION 23 asked, “Do you currently hold a Child Development Permit?” The options allowed for selecting all that apply. The results are shown in the table below. The “Permit level” included a text box.

Table QP23: Frequency by Child Development Permit (n=27)

Yes	No	I don't know	Permit Level
10	15	2	Assistant Teacher (2) Associate Teacher (1) Master Teacher (1) Program Director (1)

**Mono County Child Care Council
Provider Survey Results**

QUESTION 24 asked, “Are you currently taking any college courses?” The options allowed for selecting all that apply. The results are shown in the table below.

Table QP24: Frequency by Taking College Courses (n=27)

No, my degree is complete	No, Courses are unavailable	No, I don't have time	No, there is a lack of translation	No, there is a lack of funds	Yes
8	2	10	6	3	5

QUESTION 25 asked, “Is it important to you that you receive college credit for training?” There were twenty-seven (27) responses that included:

- No (7)
- Yes (20)

QUESTION 26 asked, “What days of the week do you provide child care? (please check all that apply)?” The results are shown in the table below.

Table QP26: Frequency by Days Provide Child Care (n=27)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
22	26	27	26	26	10	6

QUESTION 27 asked, “What time do you open and close?” There were twenty-five (25) responses. The table below groups the responses by approximate categories.

Table QP27: Times Open and close (n=25)

Part Day (~8:00 AM-2:15 PM)	Full Day (~7:30 AM-5:15 PM)	Full Day + (~7:30 AM-5:15 PM)
4	15	6

QUESTION 28 asked, “What is your licensed capacity?” There were twenty-four (24) responses that included:

- 4 (1)
- 8 (9)
- 10 (1)
- 14 (2)
- 22 (5)
- 51 (1)
- 12 infants, 34 preschoolers (4)
- 6 plus 2 school aged (1)

**Mono County Child Care Council
Provider Survey Results**

QUESTION 29 asked, “What age groups do you care for? (please check all that apply)” The results are shown in the table below.

Table QP29: Frequency by Age Groups Care (n=27)

0-12 mo.	1-2 yr.	3-5 yr.	Kindergarten	Elementary school aged	Middle School aged
16	19	22	8	4	1

QUESTION 30 asked, “How many children (not your own) do you care for?” There were seven (27) responses that included:

- 0
- Sometimes 2 or 3
- 3 sometimes 4
- 5 to 6
- 7 (2)
- 8 (3)
- 9 (3)
- 10
- 13-14
- 14
- 15
- 18 a day, 31 enrolled
- 20
- 21 (3)
- 32
- center wide: 39 (9 infants and 30 preschoolers)

QUESTION 31 asked, “Do you have waiting list?” There were twenty-four (24) responses of which 14 indicated “Yes.” There was also an open-ended text box with the question, “If yes, how many are on the wait list?” Responses included: 2 (1), 3 (3), 15 (1), 20 (1), and 27 infants, 11 preschool (3).

QUESTION 32 asked, “How many children in your care have diagnosed disabilities?” There were eighteen (18) responses. Answers included: 0 or none (11), 1 (3), 2 (3), and 6 (3)

QUESTION 33 asked, “If applicable, please list the types of disabilities these children have:” There were nine (9) responses. Responses included: Autism (2), speech delays (1), developmentally delayed (1), speech and language, hearing impaired (3), speech (1), speech and vision impairment (1), sight and language (1).

**Mono County Child Care Council
Provider Survey Results**

QUESTION 34 asked, "What support do you need in order to stay open during evening and weekend hours?" There were twenty-seven (27) responses that included:

- N/A (13)
- None (3)
- I need to sometimes come to work to do unfinished work or extra work that need done.
- More qualified staff
- More staff, and yard workers
- We don't have staffing
- MORE STAFF
- I don't need support. I don't have children on Sunday's
- talking to parents
- I am not interested at the moment
- No current demand
- I'm not open to operate during those hours.

QUESTION 35 asked, "*Do you have a problem finding a substitute if you need to miss work?*" There were twenty-seven (27) responses of which 12 indicated "Yes."

QUESTION 36 asked, "If you are license exempt, is there anything preventing you from becoming licensed?" There were twenty-seven (27) responses that included:

- N/A (25)
- yes, I have it (1)
- No (1)

QUESTION 37 asked, "How many children in your care are subsidized through government programs?" There were twenty-seven (27) responses that included:

- 0 (6)
- 1 (3)
- 2 (6)
- N/A (7)
- I don't know (3)
- 5 (1)
- 9 (1)

QUESTION 38 asked, "*If applicable, who subsidizes the children?*" There were twenty-seven (27) responses that included:

- N/A (17)
- IMACA (7)
- MCOE (1)
- Grants (1)
- 0 (1)

**Mono County Child Care Council
Provider Survey Results**

QUESTION 39 asked, “Are you a participant in the IMPACT (formerly CARES Plus) or AB212 programs? If yes, what is the greatest benefit you receive by participating in IMPACT or AB212?” There were five (17) “Yes” responses. The “Other (please specify)” text box yielded four (12) responses:

- Training (2)
- Stipend
- Stipend and attending workshops and learning new resources.
- I could have more classes and learn more every day.
- The knowledge gained to apply to my facility and show my staff.
- Training during staff meetings (2)
- Into for the classroom from meetings
- A lot of benefits. I am learning a lot from them
- The classes
- Stipend/training

QUESTION 40 asked, “What are your ideas to improve the field of child care in Mono County?” There were twenty-seven (27) responses that included:

- More infant care/teachers (5)
- More child care providers (4)
- More training/ classes including college classes (4)
- Provide/promote Child Development courses/ classes that engage students to want to become teachers/ child care providers (2)
- Continue to encourage and support new or potentially new providers. (1)
- Greater specific support for childcare providers (1)
- For the provider to have all the necessary in all branches (1)
- Well, they give us something for the children. (1)
- We need more Government help for the county (1)
- More child care facilities (1)
- More funding, I would like to set up an outreach to visit parents on a regular basis. (1)
- Greater specific support for childcare providers (1)
- None or NA 5

**Mono County Child Care Council
Employer Survey Results**

MCCCC EMPLOYER SURVEY

The MCCCC Employer Survey online instrument had 18 questions that yielded 32 responses. All question required a response for the survey to be submitted. The results are separated by question and provided in the statements and tables below.

QUESTION 1 asked for the employee’s name, name of business, position, and business phone number.

QUESTION 2 asked, “*What is the location of business?*” The results are shown in the table below.

Table QE2: Frequency of Location of Business Care (n=32)

Location	Frequency
Mammoth Lakes	21
Bridgeport	5
Coleville/Walker/Topaz	2
Benton/Hammil Valley/Chalfant	2
June Lake	1
Tom’s Place/Sunny Slopes	1
Lee Vining/Mono City	0
Crowley	0
Swall Meadows/Paradise	0

QUESTION 3 asked, “*What is the location of business?*” The results are shown in the table below.

Table QE3: Frequency of Type of Business (n=32)

Type	Frequency
Health Services (not government)	7
Government	7
Education	4
Lodging/Resort	3
Recreation	3
Retail	3
Food Services	3
Service Provider	1
Other (Staffing)	1
Agriculture	0
Mammoth Lakes	0
Non-profit	0

QUESTION 4 asked, “*How many YEAR ROUND employees do you have?*” The total for the thirty-two (32) responses was 571.

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QUESTION 5 asked, “How many *additional WINTER* employees do you have?” The total for the thirty-two (32) responses was 839.

QUESTION 6 asked, “How many *additional SUMMER* employees do you have?” The total for the thirty-two (32) responses was 149.

QUESTION 7 asked, “I have employees who work the following shifts:” The results are shown in the table below. There was also the option to provide open-ended “Other or comments (please specify)” for which there were 14 response listed below the table.

Table QE7: Frequency of Type of Business (n=32)

Shifts	Frequency
Between 6 a.m. and 6 pm	20
Between 6 p.m. and 6 am	0
Weekends	8

- All of the above. (4)
- 5:30 am til 2:00am 7 days
- weekends as well
- 7am-10pm with un person on call 10pm to 7am
- 24 hrs 7 days a weeks some one is working.
- open 7am - 7 pm daily except Sunday
- Weekends as well
- 7 Days a week
- both selections #1 and #3
- i have employees that work between 6am and 6pm and also need to work the weekends during those hours
- Weekend work, too, and some evenings during the week

QUESTION 8 asked, “How many of your employees have children that require child care?” The results are shown in the table below.

Table QE8: Frequency of Employees w/Children Requiring Child Care (n=32)

Category	Frequency
None	6
Some (~25%)	24
Half (~50%)	1
Most (~75%)	1
All (~100%)	0

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QUESTION 9 asked, “Do you experience attendance problems as a result of employees’ child care needs?” There were twenty-seven (27) responses of which 19% (6) indicated “Yes.” There was also an open-ended option “If Yes (please specify)” that yielded nine (9) response that are listed below.

- Can't work certain days do to child care restrictions. (no room on Tuesdays)
- Daycare not always available
- Hours that don't line up with employee work day and limited days of day care operations
- Often they child care provider takes same days off as the schools, while we are still open for business
- one of my valuable returning assistants is not able to work the days I need her most due to lack of day care on the weekend and early mornings during storm cycles. Our office is open typically 6:30am-5:00pm but at times an employee could need to be here later. and then there are the days that she is at work but needs to leave if the child is sick because they are not allowed to stay at day care
- Problems with finding and paying. Also, if they have child care and the child is sick, they are not able to go due to the risk of infecting others. Therefore the parent must take off to stay with the sick child
- Rarely
- sick child, spouse unavailable for care, etc.
- vary rarely

QUESTION 10 asked, “Do you allow flexibility in employee schedules to accommodate for child care needs and availability?” There were twenty-seven (27) responses of which 70% (19) indicated “Yes.” There was also an open-ended option “If Yes (please specify)” that yielded seven (7) response that are listed below.

- I have to allow flexibility but it is difficult and puts a strain on me and others in our office and makes providing a job for her difficult at times when the day care hours are not flexible at all to help balance out all of our needs.
- If business allows
- Often have to adjust schedule to child care needs vs. business needs.
- PTO/ CA Sick pay if available, whatever other flexibility the Clients allow
- We do on rare occasions.
- yes but can be especially difficult on popular vacation times
- yes, as much as possible, but Saturdays are the most challenging during the winter as all of my seasonal staff needs to work Saturdays being the busiest day of the week

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QUESTION 11 asked, “Can you accommodate your employees when they are having child care problems? (Such as coming to work late, leaving early, staying home, etc.)?” There were twenty-seven (27) responses of which 48% (13) indicated “Yes.” There was also an open-ended option “If Yes (please specify)” that yielded eleven (11) response that are listed below.

- At times, depending on the situation
- it does depend on the day, we can usually accommodate with enough advance notice
- It's not easy but we cover classes if necessary when a staff member has to leave because of child care.
- most of the time yes we can accommodate our employee but it is usually at the expense of needing to change another employees schedule and adding to their workload.
- Rarely.
- Sometimes it works ok, during the winter busy season it is more difficult to accommodate.
- sometimes, depends on the day of the week and business volume. Usually leaving early is the only accommodation the we can provide because of the nature of the work
- Sometimes. During the busy season it can be difficult to free the employee up.
- We accommodate but it is difficult
- we do what we can to accommodate but it affects our ability to see the volume of patients needed
- Yes, however it is often challenging and disruptive to our daily workflow.

QUESTION 12 asked, “Do you allow your employees to bring the child to work when they are having child care problems?” There were twenty-seven (27) responses of which 33% (9) indicated “Yes.”

QUESTION 13 asked, “During which times or seasons have you noticed that your employees have the most trouble with child care?” The results are shown in the table below.

Table QE13: Percent by Time/Season (n=32)

Time/Season	Percent
Child illness	44%
During holidays/school breaks	41%
After School	28%
Weekends	22%
Summers	19%
Mornings	16%
Before School	13%
Afternoons	9%
Evenings/overnight	0%
Overnight	0%
Other	0%

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QUESTION 14 asked, “*What do you see as contributors to your employees’ child care problems?*” The results are shown in the table below. There was also an open-ended option “If Yes (please specify)” that yielded three (3) response that are listed below the table.

Table QE14: Percent by Contributors to Problems (n=32)

Contributing Problem	Percent
Can’t find reliable child care	63%
No alternative care for emergencies	34%
Care is limited for weekends	28%
Can’t find infant care	25%
Can’t afford child care	22%
They are on a waiting list	19%
Spouse needs to come home to care for children	19%
Child transportation to and from school or child care	19%
No non-traditional hours of child care	16%
Care is limited for evening and night hours	13%
I don’t know	3%
Can’t find child care in my language	0%

- The day care that is most affordable for my employee is not available to her on weekends or Mondays and is not open early or late enough for her to work the normal schedule that my staff works so she typically needs to either be late to work or leave early on the days she is scheduled.
- Somewhat random. Besides myself, I only have one employee with a child that requires childcare.
- This is a whole day issues for us.

QUESTION 15 asked, “Would your company/agency be interested in offering on-site care?” There were twenty-seven (27) responses of which 42% (11) indicated “Yes.” There was also an open-ended option “If yes, what do you need to make that happen?” that yielded nine (9) response that are listed below.

- a new facility and staff would be required
- our company does offer on-site care and that is what my employee uses but the days and hours are not flexible enough for a 7 day a week resort operation.
- Perhaps Mono County would be interested.
- Provide employee child care at the mountain itself, more child care employees
- There have been a few talks on this at our facility but nothing has come of it.
- This is a question for the superintendent
- We do already at some of our work locations along with the services that we provide our guests. Expanding this offering to all work locations is not an option in many circumstances
- We would very much like to build a new child development center to assist with needs addressed in this survey.
- yes but not in the current plans but in plans for future hopefully

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QUESTION 16 asked, “Would your agency/company be interested in collaborating with other businesses, companies or agencies to subsidize a child care facility?” There were twenty-seven (27) responses of which 37% (10) indicated “Yes.” There was also an open-ended option “*If yes, what do you need to make that happen?*” that yielded nine (9) response that are listed below.

- HR has an interest but legislative approval is necessary for such a collaboration.
- I don't have the authority to do that
- If I can identify a way to participate in subsidizing a facility, I would love to. Not sure if our agency funds could be used as such, though.
- If yes, what do you need to make that happen? (please specify)
- Open minded people
- same as above
- See above comment. MCOE is willing to take the lead on this.
- This is a question for the superintendent
- We are happy to bring on partners to help grow what we already offer for our staff.

QUESTION 17 asked, “In your view, what is the role of local elected leaders in ensuring adequate child care for the workforce?” The open-ended questions yielded eighteen (18) responses that are listed below.

- Access to quality child care allows children to develop the building blocks for later success in school and life. It also allows parents to work knowing that their children are safe.
- Advocate for appropriate facilities, contribute funds to building such facilities, cooperate with other agencies to achieve this goal.
- Advocating for solutions.
- As the area grows from business expansion, our elected leaders need to make sure the infrastructure is in place to handle more people and more children.
- Assessment/facilitation/collaboration
- Continued support for the long haul (legislative and otherwise), providing leadership, direction, providing the environment for the community to rally together on this matter, etc.
- I think elected officials should play a significant role in ensuring available, affordable, adequate child care resources.
- It would be great if they were involved it is a need in our community
- Local elected officials should encourage private childcare solutions
- Local leaders should help to distribute information and make sure each community has facilities available for child care centers.
- Making sure there is adequate child care facilities that are available to the public
- open up for more business of child care providers, in home or schools
- should at least get a good idea of the problem and work to assist development of childcare

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- their support in creating collaboration with parents, business and the community.
- They need to make it easier for private child care businesses to operate in our county.
- To assist in opening child care facilities.
- To make sure there is child care available.
- What you should be thinking is Affordable Child Care. This town exploits anyone and everyone for an extra buck.

QUESTION 18 asked, “We welcome other comments, suggestion or concerns.” The open-ended questions yielded three (3) responses that are listed below.

- Very frustrated and sad that I will most likely have to quit a job that I love to move to find Child care that makes having a family and a job possible
- This is becoming a more thorny issue as many new parents seem to believe that providing child care is the responsibility of others than parents, and additionally that it should be inexpensive or free. Tough challenges but happy that we are broadening the discussion of possible solutions
- In addition to child care, lack of affordable housing is a major concern for our workforce.

**Mono County Child Care Council Survey
Key Informant Interviews**

CONSUMER SURVEY FOLLOW-UP INTERVIEWS SUMMARY OF RESPONSES

The bulleted lists display issues, concerns, or problems with a minus (-) symbol and positive statements with a plus (+) symbol. The frequency that each item appeared is in parentheses ().

Mammoth (n=16)

- availability in general (9)
- availability alternative days/hours (4)
- cost (4)
- infant care (3)
- care giver/center match with children (3)
- preschool curriculum (1)
- center-based (2)

Lee Vining (n=2)

- availability in general (2)
- structure/curriculum (2)
- care giver/center match with children (1)
- cost (1)

Crowley (n=3)

- availability in general (2)
- cost (2)
- preschool curriculum (1)
- infant care (2)

Mono County Child Care Council Survey Key Informant Interviews

GOVERNMENT OFFICIALS SUMMARY OF RESPONSES

For Question 1, “*What is your experience with child care in this community?*” of the ten (10) responses, 20% (2) expressed a level of experience; however, 0% expressed recent experience.

For Question 2, “*What have you heard regarding child care in the community?*” the ten (10) responses were unanimous that child care is deficient in availability, six (6) expressed that it was too costly, and one (1) stated the need for alternative hours for childcare.

For Question 3, “*What is the responsibility of elected the commission toward child care for the work force?*” the majority of the ten (10) responses addressed helping make child care affordable, while three (3) responses advocated to provide support through policies, three (3) to facilitate the development of child care opportunities, and three (3) expressed the need to listen to constituents to better understand the issues related to child care. Additionally, two (2) responses indicated that incentives should be provided for child care, one (1) affirmed the responsibility to help navigate the legal morass, and one (1) proposed looking to the schools for programs.

For Question 4, key informants were asked about the function of First 5, Mono County Office of Education and Inyo/Mono Advocates for Community Action in the community. Members of the Board of Supervisors and the Town of Mammoth Lakes Council had limited knowledge of these agencies whose function is intimately involved in child care and child care advocacy.

Comments

- The government thinks it knows more than parents. Things are worse now; [older] kids don't come to events that are offered. The difference is societal.
- Some families are trying to create one in June Lake.
- It keeps parents out of the workforce.
- Older children get to 11th grade and read at a 3rd grade level. There is a cultural divide. There needs to be a balance of dual immersion.
- People have a need for kids to be in a smaller environment.
- Model it in our own government incentives through tax policy when possible.
- Greater state regulations increase the difficulty of compliance.
- The system needs to make childcare achievable and people to meet their goal. Help people work through the regulations.
- Factor child care as a part of real estate development and infrastructure decision-making.
- What programs would make sense, are affordable? What is the viability for the masses. We have a good child care facility at Marine Base, but it is not accessible to the community.
- Safe and affordable child care is important. Lack of good child care is stressful and a burden for parents. I would like to accommodate our community better.
- Town staff can look for grants. In San Diego, the community center also provided child care for potty trained kids. We had a preschool that was thru YMCA and we chose to create our

**Mono County Child Care Council Survey
Key Informant Interviews**

own. It is important to have a preschool. We actually made money off of it. And still were able to provide scholarships.

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PLAYGROUP INTERVIEWS SUMMARY OF RESPONSES

The bulleted lists display issues, concerns, or problems with a minus (-) symbol and positive statements with a plus (+) symbol. The frequency that each item appeared is parentheses ().

BRIDGEPORT PEAPOD GROUP

- structure/curriculum (5)
- availability in general (4)
- availability alternative days/hours (4)
- infant care (2)
- health and safety (2)
- Too few in both English and Spanish (1)

MAMMOTH LAKES PEAPOD GROUP

- health and safety (3)
- structure/curriculum (3)
- care giver/center match with children (2)
- + health and safety (3)
- + care giver/center match with children (2)
- + structure/curriculum (2)

WALKER PEAPOD GROUP

- availability in general (1)
- license (1)
- availability alternative days/hours (3)
- family care givers (1)
- care giver/center match with children (3)
- health and safety (1)
- + family care givers (2)

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APPENDIX A: REFERENCES DATA SOURCES

California Department of Education: DataQuest, <http://data1.cde.ca.gov/dataquest/kidsdata.org>, Mono County, 2015 <http://www.kidsdata.org>

2015 The California Child Care Portfolio, Mono County. California Child Care Resource & Referral Network, www.rrnetwork.org

U.S. Census Bureau, Quick Facts, Mono County
<http://www.census.gov/quickfacts/table/PST045215/06049>

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APPENDIX B: CONSUMER SURVEY FOLLOW-UP INTERVIEWS

NOTE: Specific names have been redacted.

MAMMOTH

1. Child 16 month old son. It is extremely difficult and I still have no full time day care. I was promised a spot in Kids Corner for past year, but have never been given a spot. Currently my mom is watching him during her long breaks as a school teacher. My husband and I alternate days off. I have traditional hours. I don't think Lutheran takes kids under 2. I have been thinking about putting his name on a wait list for there. I called Kids Corner the last time was last year and nothing was available. We were promised we would have a place. Others seem to be able to get it. There seems to be preferential treatment. My husband is off in the summer and is in management. He is still a MMSA employee. He has had to take time off without pay. Last winter it was about twice a month he had to take off. And about 2 days a month that we had to find outside family care. Two of my coworkers are pregnant and will need care. We would like to have an additional child, but that would be another stressor for child care. It has been difficult, it has not been first come first served. There is no transparent way they are allocating these places. We need at least 3 days a week of childcare. I am happy with the cost of Kids Corner. Child care providers charge more than we earn.
2. I recognize child care is a challenge in Mammoth. The break school schedule aligns with busiest tourist days of year. People need care at alternative hours. I do freelance work because when we moved to town there was no child care available. My child is now 9 years.
3. Children 17.5 and 9 years. We had child care in Mammoth ever since they were age 2 and a half. It is expensive until Husky Club, prior to K. Child care is challenging to find and expensive. After those child care days, it was a relief in cost and availability. On Red Days, parents still have to work, and then it can be a tight situation. I used Kids Corner which has gone through a lot of policy changes. My youngest did not go to a center, but a home care and then preschool with _____. I see the community needs more infant care. Other professional working moms have trouble after maternity leave. I would like to see Head Start have a better location with soft terrain.
4. Child age 3. For the past year we tried to find options thru IMACA, in home, and child care centers. Options are limited due to quality and licensing. It is hard to find up here. They make things affordable and there is licensing issues. He goes to Lutheran. It is costly and has long wait list. We use only Fridays to get our foot in the door. Since 2009, it has only gotten worse. Lutheran, Head Start, Kids Corner have a long wait lists. My husband has Mondays off, Mom watches child unless she has to out of town. My husband and I juggle our work schedules. We need care during normal work hours. I work for MCOE with special needs children, but before that I was with Kids Corner.
5. Child 5 & 8. Child Care has been our biggest challenge over years. The times child care is available is a problem; they are not open 5 days/wk. The most recent preschool we attended was open 7:55a to 5p. Working 8a to 5p, that doesn't work. We used in-home and also center with _____ and _____, _____. We changed due to age of children, personality matches

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with child; we also wanted more of a preschool. ___ schedule was reduced. Now we use Husky Club and some of library programs for variety. Husky Club is open til 5:30. We appreciated the pre K summer Husky Club. Some preschools do not have only a few weeks in summer or are not available in summer, like Lutheran which is a school year program. Many people do not have openings. Sometimes preschools close for training and they do not offer a backup.

6. Child 15 mo. Boy. It is difficult to find centered child care and there is only one option which is Kids Corner which is very expensive, but I work for the Mountain. I haven't heard the greatest things about their infant care. Private infant care is \$15. There is a 25 person waiting list for Kids Corner infant care. The kids get sick a lot when they are all together in infant care. My child doesn't get sick that often. I have advertised for a nanny. No one has emailed me; most are trying to hit me up on FB. I am being picky that people can actually follow directions and are qualified. Someone home care people would be charging \$40 per day for home care regardless of the number of hours.
7. Children 18 mo. and 4 1/2. I am stay at home mom. I was interested in Kids Corner and I was on waiting list over 2 years. I checked back every 2-3 mo. Never got a call; it never turned into anything because they favor of MMSA employees. I found a great girl, ___, preschool daycare for one year for half days and I paid hourly. I used her 3 hours twice a week. At the time, she had babies. She was a good fit. When he got older, she had newborns and he was too old to fit at Lutheran, I had a waiting list friend that let me book before others so I got in as a favor when my child was 3 years old. It was his first time and his behavior did not fit due to timing. He was frantic and did not know the routine and was asked not to come back. At that time, the kids were more mature. I put him in Lutheran then, he got kicked out. I then went to ___, but he, and us, got sick. I became more cautious about cleanliness. Sick kids went there a lot. We only lasted a few months. We then went to ___. She was very strict about not having sick kids. She took kids outside, had lots of energy and imagination. He loved ___'s. She asked if I could do more days and hours. She wanted me to pay full price all day and more days of the week because others needed it. Now I have a nanny so we can go play and have the younger child cared for. In summary, I look for safety and cleanliness. The energy level of teacher is important. Routine is important. People I have dealt with could not deal with my son who is sensitive, aggressive, and can throws things. Some teachers don't know how to deal with that.
8. I know the County has a real issue. There is no place for people that need a child care provider spontaneously when theirs is not available. By word of mouth, I heard of a provider that was available. I am using licensed in-home child care. I had signed up for Kids Corner before I needed it and I have not heard of a spot opening.
9. My daughter could not find child care other than with a friend who is unlicensed and unreliable. She would babysit for friends. Programs had long waiting list. She was just over the level for qualifying, she could not pay rent. Now she has to have 2 jobs to make ends meet. She uses subsidized Husky Club. Even if she could find it she could not afford it. There is nothing she could afford on her income.

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10. Children 6 y old and a 9 month old. Infant care is needed. A lot of us struggle with finding it. Kids Corner cut infant care on Mondays in April of 2011. I prefer a center-based child care. There are too many wishy washy stories of others. I feel they are safer there. They can't call in sick so it is more dependable. Private child care just takes off when they want. For a 2 parent working couple, it is a challenge. For anyone working more than an 8 hour day it is difficult. Many take time off at the holidays. I did Lutheran last year, but they take off. Try to find licensed day care or proper housing. After school child care is also difficult. I would use a high school kid due to price. My husband takes off Mondays and then the infant goes to Kids Corner. Sometimes the Mountain Child care will take someone extra. Biggest thing is year around and altered hours and 5 days a week in infant care. I am interested in being a member of the Child Care Commission.

FIRE DEPT MAMMOTH

11. If kids are home alone when we are called out to their home, we remand those kids to the Police Dept.

LEE VINING

12. Children age 7 and 12. We split our time between Maine and Lee Vining. I was born in Bridgeport. My children did Kindergarten in Lee Vining and some in Maine. My dad lives in Lee Vining. It is always difficult to plan for summer; always hard to know what child care is available in advance so that we can schedule around it. Every year it is different in terms of what is available. It is a head ache, "what are our options this year"? I start calling all my friends in the spring and find out what they are doing this year: sharing sitters, info, summer camps in Mammoth. I network in the community for teens who can baby sit. We can't make work commitments until we have something. We join with other LV parents to drive to programs in Mammoth. We work for federal organizations and work from home. We fly away every 6-8 weeks in the summer. It is hard to focus on work when you have young kids at home. My dad is getting older and can't be relied on. People don't realize that there is demographics in the Lee Vining area. In Mono City there are more long term families and in Lee Vining there are more short term mostly Hispanics families. In Lee Vining town activities allow those families to mix with each other. Activities should be structured so that Hispanics and non-Hispanics can play together. There used to be lots of kids in town and now they are Mono City (a couple dozen elementary age). Mono City folks rotate the responsibility for child monitoring. People are willing to drive the 7 miles. It takes more energy and organizing. Art and music camps are always attractive, but the structural reliability of them is not great. We need people to really stick to the schedule and content. We try to meet teacher before classes to find how reliable he/she is. We would love to know in advance what is scheduled ahead of time.

13. My kids are 13, 11, 8 years and 22 months. I was not able to find any child care for little one in Lee Vining or Mammoth. There is a non-licensed one in Lee Vining. I was wait-listed for quite a long time. Now I take my child to _____. There was a 6-8 months to wait but I was lucky to get child care when colleagues who left the area created vacancies. Infant care is important. Head Start doesn't work because my husband and I work full time and we need full day child care.

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CROWLEY

14. I don't have any child care problems personally. My kids are school age, so this input is mostly on behalf of my peers. It seems that biggest issue for everyone is financially and they can choose to work less or absorb the cost. In general there is a massive lack of child care. The number one issue is preschool for kids under 5. Any improvement in preschool, incentives for people to start businesses, workshops, whatever resources that could go for more preschool options would be amazing. My kids go to Crowley Christian School. The Husky program is fantastic, but because I choose to go to Crowley. I know of a single mom who finally got into Lutheran two days a week. She can only work those two days. But if more child care were available, she could not afford it. I can think of 5 friends who want kids in preschool and there is no space or they can't afford it. I drove my kids to Bishop for preschool to Rainbow Preschool because it was affordable. We wanted our kids to be ready for K. We did it 3 days a week at \$15/day. Child care is stress for a lot of people. While it would be cool if there was a larger Head Start-type preschool, I think others would consider doing a preschool. I think the process could be streamlined and efforts should go into streamlining the process. I wish there was another step besides licensing for preschool. People would fill the needs – at least 2 of 3 friends said that they would be interested in starting a preschool. Having a preschool in Crowley Christian is on the radar. It would be a great plan.
15. Children are 7, 3, 1 years old. Biggest concern not enough infant care that have personal recommendations. In such a small town, I should be able to find personal references. Big centers were not open on the days we needed care. There were 2-3 openings in home care, but only 4 days a week. Only their names were listed, no quality mentioned. There is just not enough infant care and people aren't talking about it. Secondly, child care in general is insanely expensive. You have to pay when we are not there. In Southern California, we paid \$700 for 5 days a week full day child care for a month, \$30/day. The cheapest in Mammoth is \$40/day. I couldn't get into Kids Corner with last 2 kids. We had part time nanny for 18 months. If I had had someone to recommend her, I would put my kids in earlier. The third child care issue is the preparation for kids going into Kindergarten. The number of options for 4 year olds to prepare is very limited. Even if child care options are okay, but school prep is lacking. We only have 5 preschools and one is Head Start. ___ has younger kids, not preschool. She tries to keep kids close in age to each other. Husky is wonderful. Child care, once you get in is great. ___ at Kids Corner was very loving.
16. I have an 18 month old and it has been impossible to get daycare. I work at Mammoth Hospital. I have been on wait list at Kids Corner since my child was born and never been called. I got a spot at ___, however there is no parking and she raised her rates to \$50/day. Providers are retiring and leaving the area and no one is being replaced. ___ [did not know providers last name] is retiring in one year and moving. I wish there was something in Crowley.

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APPENDIX C: PEAPOD FOCUS GROUP INTERVIEWS

The Peapod Program is offered to parents to provide an opportunity to parents to enhance their child's social and emotional development through play. It is run by First 5 Mono County and offers weekly playgroups in 6 Mono County communities. Parents from Bridgeport, Mammoth Lake and Walker participated in focus groups.

1. WHAT ARE YOUR CONCERNS ABOUT CARING FOR AND RAISING YOUR CHILDREN?

WALKER

- I am solid in care. We have a lot of extended family also living in this town who are able to watch the kids.
- There are no options, unless you are a military family
- Hard to find someone to watch kids
- Hard to find anyone licensed

MAMMOTH LAKES

- When my kids get sick, I worry about them losing body weight, not drinking fluids, and cleanliness.
- Balancing play, parent alone time, friend time, and the independence of my children.
- Balance of fun versus discipline, choosing your battles, when to teach behavior, especially when I am tired.
- I worry about my child being uncomfortable in social situations, including preschool. I think about making the decision of sending my child to Pre K versus staying longer in preschool.

BRIDGEPORT

- I worry that living in a small town limits activities for the kids
- The high school is far away from Bridgeport
- The opportunities available for ages 0-8 in the community: at school & extracurricular activities. For example, older kids can help at the park with the safety of the younger kids, summer programs of crafts, art, pottery, etc.
- More for little ones. I agree with previous statement.
- Outdoor general ed classes: topics of trees, animals, nature classes, even if they are offered every few years
- The summer reading program was missing this year at the Bridgeport library (a weekly 1.5 hour reading, songs, and crafts). This is separate from Story Time.
- What happens after a child ages out of First 5, what programs are available?

Mono County Child Care Council

2. WHAT DO YOU THINK MOST PARENTS OF CHILDREN UNDER TWELVE ARE CONCERNED ABOUT?

WALKER

- There are no activities, especially in the summer, except for Peapod and Story Time are year-round
- There is nothing to do
- There is fishing and camping here, but if the kids don't like the outdoors, then there's not anything.

MAMMOTH LAKES

- Healthy food, sleep, are they pooping, am I parenting well?
- Disciplining
- Going back to work after having a baby. How is it going to work? Having to miss out on the baby's growth because I have to go back to work.
- How much socialization my child needs

BRIDGEPORT

- Having babysitters during out of school time and after school care
- Having activities, the opportunities available
- Back up plans for care when the current plan falls through. Having daycare or preschool
- Living out of town but working in Bridgeport is difficult with childcare
- No after school childcare (in-school after school care, like Husky Club), which is also needed in the summer.
- There are only a few people in town that will watch kids, it is difficult with no other care options especially when you live out of town. Taking off work for kids is a burden on income, especially when someone is a six month seasonal worker.
- Summer school used to exist (in the 80s and 90s): enrichment summer school, not academic based, it was run by teachers and community members (similar to Mammoth Town summer programs)

3. WHAT DO YOU THINK ABOUT CHILD CARE FOR YOUR CHILD, WHAT MAKES YOU COMFORTABLE ABOUT THEIR CARE? WHAT MAKES YOU UNCOMFORTABLE?

COMFORTABLE

WALKER

- having family around, someone we know and trust to watch over the kids
- family watches kids

Mono County Child Care Council

MAMMOTH LAKES

- a clean house or school, friendly teachers
- are the teachers *kid* people, having nice/kind preschool teachers
- childcare that has an emphasis on being active - giving the child a chance to be physical
- having an outside play option in childcare
- with a young baby, knowing my child will get a regular feeding schedule while in childcare

BRIDGEPORT

- providers should actually *care* and be involved in caring for a child, also teaching & interacting
- In Bridgeport, parents accept most any type of care because the options for care are so few, and we wish it wasn't like this.
- Very few options, language can be an issue if there is only a Spanish provider available but you want an English provider, resources are numbered
- Parents anticipate the kids starting Kindergarten, because then the parent can go to work for normal hours
- I am comfortable taking care of my kids currently, but when that changes I will be uncomfortable.

UNCOMFORTABLE

WALKER

- I worry we are relying too much on the side of the family that watches my kids. I feel like I'm taking advantage of the situation by having family in town.
- The age of my child. Kids do not have a voice if they are a certain age. Licensing wouldn't make me feel more comfortable, but just going through the whole childcare experience would help.
- When my kids go to another house, I don't really know the parents or who they are with

MAMMOTH LAKES

- a snippy, not very nice preschool teacher
- a teacher that allows sick kids to attend childcare
- I feel nervous wherever and whenever I leave my child
- It is give and take in a childcare setting; a parent can hope everything is going correctly

Mono County Child Care Council

4. IF YOU HAVE CHILD CARE, HOW DID YOU FIND IT?

WALKER

- We rely on family and friends
- One parent has to watch the kids so the other parent can work
- My sister lives here now and she watches my kids

MAMMOTH LAKES

- Word of mouth, other parents exchanging information
- Word of mouth
- Thru my husband's work - the military has centers at every base (person currently lives out of town, but used to live in Mammoth)
- Recommendations from other people
- Visited IMACA for referral list, but ended up choosing someone not on the list

BRIDGEPORT

- I was in the right place at the right time
- An old caretaker/friend moved back to the area
- I don't need childcare here right now, but have begged elsewhere!

5. WHAT IS IMPORTANT TO YOU WHEN LOOKING FOR A CHILD CARE SETTING?

WALKER

- Safety: the fireplace, open water dog bowls, dogs
- I want to feel good with the person, good first impression

MAMMOTH LAKES

- a small student to teacher ratio
- kids can go outside at least 1 hr a day, they get good healthy food, a clean environment, and sick kids get sent home

BRIDGEPORT

- don't use high school students
- take the kids on activities and outings

Mono County Child Care Council

6. HOW MANY REALISTIC CHILD CARE OPTIONS DO YOU HAVE?

WALKER

- None
- There is partial day care at IMACA Coleville Preschool for a certain age. But some families make too much money and don't fit income criteria. But the families still can't afford childcare.

MAMMOTH LAKES

- Every care center that I'm trying to get in for my 2nd child is full (for care next summer), my mother in-law can do partial care but it's not enough
- I've been on waitlists with both kids, but I also have a home caretaker that helps when I need

BRIDGEPORT

- Right now, 3 caretakers are available in Bridgeport, which is better than it has been, but they may be short-term. Caretakers are always uncertain, will they always be around?
- Not many, 1-2, since I am one of the caretakers in Bridgeport
- Licensed versus not licensed childcare - you take the chance of using whatever is available when care is limited
- CA should have a childcare program in small communities for locals that meet a certain income.
- Either you go to work and make a little more than childcare costs or you stay at home and lose a little money. How do we afford the care, specifically when the community is based on seasonal work?

OTHER COMMENTS

WALKER

- It is hard in Walker, and not being in Mammoth
- I read in the paper that MMSA is expanding employee housing, which means more kids, and more need for childcare, although this is in Mammoth, not Walker
- Bigger cities are easier to find childcare
- When I lived in NV, we could either have the wife stay home with the kids and not work, or we put the kids in childcare while both parents work, breaking even. I see a need of childcare here with my friends and other area families. The military families are fortunate with the childcare center. Locals have to pay to go there but it is very expensive (but only if you are an employee of the base for 40 hrs/week)

Mono County Child Care Council

BRIDGEPORT

- I am frustrated that kids living outside of Bridgeport were accepted into the preschool. I am someone who encouraged and supported the preschool and then my kid got bumped. Other people were on the waitlist too and now are upset. I worry they may not support the preschool in the future because they won't be able to get preschool in the future. Income made by a person living here illegally is not reported.
- It feels like because a parent has a job, they are punished when they don't qualify for preschool because of their income.
- How is it fair that the low-income or someone who does not work can get preschool and someone with a higher wage cannot get preschool? Kids are subjected to inequality due to their parents' income when everyone else in America is supposed to be treated equally.
- Parent suggests re-looking at application process for next year, and realigning the process.
- Parent asks: Are there guidelines for the preschool program? MD answers: Under licensing there is a curriculum, a required schedule to meet, and age appropriate activities.
- How do we know that the guidelines are being implemented? MD answers: Parents always have the right to observe in a preschool classroom.
- Why does the preschool get out at 3pm and why are they not in school during the summer? What do working parents do with their kid after 3pm? MD answers: there are some limitations within the school district staff like staffing all year-round, but parent input/needs will help for the future. Feds are pushing for better childcare, State preschool funding provides for year-round care.
- Parent thinks there will be more families wanting preschool next year
- Preschool is important for all kids, not just 2nd language and low-income families
- I have noticed a difference in my child's socialization, listening, writing, and retention, due to my child attending preschool.
- It would be nice for more First 5 programs to be developed, whether it's volunteer or funded, at different times of the day other than during preschool and at naptimes.
- More advertising is needed for First 5 programs; it is difficult because newspapers and radio don't work in Bridgeport. Maybe advertise at family fun nights, Health & Safety Fairs are great, MCBH dinner socials, evening activities, outreach using existing county resources/departments, outreach at Northern Nevada Food Bank trucks, advertise on ESUSD PTO facebook page

Mono County Child Care Council

APPENDIX D: COMMUNITY LEADER INTERVIEWS

Members of the Mono County Board of Supervisors, Town of Mammoth Councilmen, and the Mammoth Lakes Planning Commission participated in a focus group. Specific names have been redacted.

1. WHAT IS YOUR EXPERIENCE WITH CHILD CARE IN THIS COMMUNITY?

Mammoth Lakes Planning Commission

- I don't have experience here. My kids are 10 and 12 and I am a stay at home mom. I have lived here a year. I balance after school care with my husband.

June Lake and Lee Vining Representative

- Not much

Mono County Board of Supervisors

- My experience was 23 years ago. Can't speak to the current conditions.
- Supervisor, Mono County Board of Supervisors, Mammoth
- I don't have kids
- Limited.

Mammoth Lakes Town Council

- I don't have kids, but I hear things. My girlfriend teaches at the high school. Some preschools in the home are not legitimate and are less professional. Parents want to send kids where they will get good care
- I volunteered and opened the first youth center in the 70's. I was a recreation commissioner and advocated for Husky Club after school program. I have no personal experience. Pushed for recreation and programming for kids. The government thinks it knows more than parents. Things are worse now; kids don't come to events that are offered. The difference is societal.
- None, I have 2 dogs.
- It was hard to find and expensive. My kids used Lutheran and home care.

Mammoth Lakes Mayor

- Have a store next to Kids Corner Day Care. There is a need for child care.

2. WHAT HAVE YOU HEARD REGARDING CHILD CARE IN THE COMMUNITY?

Mammoth Lakes Planning Commission

- It is difficult to find reliable child care. People hold several jobs with inconsistent hours. Some use child care, then hire people to come in after hours.

June Lake and Lee Vining Representative

- We I know we need it. Some families are trying to create one in June Lake.

Mono County Board of Supervisors

- I have heard that child care is expensive and in short supply
- There is a high cost and limited availability. It keeps parents out of the workforce.

Mono County Child Care Council

- It is still difficult and expensive and still an issue.
- Lack of child care and lack of affordability.

Mammoth Lakes Town Council

- I hear we are very deficient. Early childhood education and pre-K is an underserved area. We have significant challenges. Older children get to 11th grade and read at a 3rd grade level. There is a cultural divide. There needs to be a balance of dual immersion.
- Lack of affordable home care, day care. People have a need for kids to be in a smaller environment.
- Expensive, not readily available.

Mammoth Lakes Mayor

- It is not adequate, there is not enough space. It is not affordable.

3. WHAT IS THE RESPONSIBILITY OF ELECTED THE COMMISSION TOWARD CHILD CARE FOR THE WORK FORCE?

Mammoth Lakes Planning Commission

- Being new to the Commission, I don't know what our responsibility is. We need to look at programs through schools and there are a few. The Planning Commission is more where do we put things, for example, a child care center or a school.

June Lake and Lee Vining Representative

- We need to support and provide incentives when we can – model it in our own government incentives through tax policy when possible.

Mono County Board of Supervisors

- Local elected leaders facilitate the legal morass. There are different regulations for different age kids. Greater state regulations increase the difficulty of compliance. For example, Sacramento wants voluntary firemen and EMS to have background checks because they may be child molesters coming into people's homes in an emergency. The system needs to make childcare achievable and people to meet their goal. Help people work through the regulations.
- We should facilitate it within the budget constraints and be willing to serve on committees that do child care. We should be opportunistic.
- What programs would make sense? What is affordability? What is the viability for the masses? We have a good child care facility at Marine Base, but it is not accessible to the community.
- We need to create policy to support or incentivize good child care in the community. For example, the grant First Five got for preschool in Benton and Bridgeport.

Mammoth Lakes Town Council

- More to understand and educate to help alleviate the problems. Acknowledge the issues and facilitate development of opportunities.

Mono County Child Care Council

- To help facilitate private sector to create it as Town Councilman. If I were in the state or national government, my role would be different.
- Listen to the wishes of the electorate.
- Factor child care as a part of real estate development and infrastructure decision-making.

Mammoth Lakes Mayor

- Be informed through what someone tells us what the need is. For example, I have an employee who has a babysitting registry in winter and hooks up visitors needing child care with sitters.

4. WHAT IS YOUR UNDERSTANDING OF WHAT FIRST 5 DOES IN THE COMMUNITY?

Mammoth Lakes Planning Commission

- First 5 – provides resources for families' safety and education. Seatbelt seats, WIC, MediCal
- IMACA – I haven't heard of it.
- MCOE – should have before and after school programs for affordable child care based on reduced income. I don't think it would be easy for them to do child care after hours but partner with another agency to accomplish this.

June Lake and Lee Vining Representative

- First Five – Coordinates kids programs, social services, health, integration of service, looking at it from the child's perspective.
- IMACA – coordinates social services affecting kids
- MCOE – schools

Mono County Board of Supervisors

- It does a variety of things. It helps address child care through the community development block grant. An issue in Benton is that Benton helped pass a school bond issue and all of the benefit from it goes to other communities. Also in Benton, the school bus will not go onto tribal land. So 6th grader and over have to get into town and get the bus to Bishop. Benton is now K-5.
- They develop programs through education and outreach for children and families. They are very effective. I support their work. The child care issue is precarious.
- First 5 – Is working on age 0-5 making education, healthy practices.
- IMACA – provides child care. Issue is it has a disorganized Board. I am on the Board and it is getting better
- MCOE – I am fuzzy on it.
- First 5 – deals with kids age 0-5, I can't describe what they do.

Mammoth Lakes Town Council

- I do not have much understanding.
- I don't know what it is.
- First 5 – preps kids for healthy productive lives
- IMACA – non-profit to support child development and family needs and economy

Mono County Child Care Council

- MCOE – provides educational needs, other than that I am not sure.

Mammoth Lakes Mayor

- First 5 – I don't know about it
- IMACA – Not sure
- MCOE – Not much

5. COMMENTS

Mammoth Lakes Planning Commission

- Living here a short time, I am not very familiar. Safe and affordable child care is important. Lack of good child care is stressful and a burden for parents. I would like to accommodate our community better.
- Regarding the Commission, Town staff can look for grants, not the commission. How it works: someone wants to do something, fills out papers, staff presents to us. Here are options presented and what the staff and client want to do. We can give directions to work on a plan for special projects that the commission sees as necessary.
- In San Diego, the community center also provided child care for potty trained kids. We had a preschool that was thru YMCA and we chose to create our own. It is important to have a preschool. We actually made money off of it. And still were able to provide scholarships.
- An educator in San Diego has a program where every class K-12 adopts a different college to study. They decorate the classroom about that college. Field trips are made to colleges early on. The result is that nearly 80% choose to go on to college.

Mono and Alpine Counties Childcare Quality System Plan

Goal: Improve the system supporting quality early learning for all children from birth to age 5 and support improved outcomes for sites, early educators, children and families.

Mission: Develop and sustain a strong system supporting quality child care in Mono Alpine Counties.

Vision: Facilitate the creation and implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development and ensure Mono and Alpine Counties' children receive the best possible start in life.

Priority Areas:

Child Focus

All children have access¹ to:

1. Developmental screening and follow-up coordination of early intervention services as needed.
2. Daily school readiness activities.
3. Programs inclusive of children with special needs.

Family Focus

All families have access to:

4. Education and encouragement on selecting quality programs.
5. Programs and resources to support understanding and enhancement of their child's development.
6. Engaging programs including partnerships between childcare providers and families.

Program Focus

All programs—and the Early Childhood Educators in them—have access to:

7. Training, support and technical assistance.
8. Transition to kindergarten support.
9. Coaching based on ERS² and CLASS assessments.

Outcomes:

Child Focus

1. All children are school-ready upon kindergarten entry.

(All Priority Areas, specifically 1 & 2)

Measurements:

- Percentage of children screened as school-ready at kindergarten entry.
- Percentage of children meeting the grade level standard in English Language Arts.

2. Children with special needs access early intervention services prior to kindergarten entry.

(Priority Area 1)

Measurement:

- Percentage of children 3-5 receiving intervention services in kindergarten who received intervention services prior to kindergarten entry.

3. Coordinate efforts with SELPA to ensure children with special needs are included in childcare programs.

¹ Children in Mono County not in licensed care have access to priority areas through First 5 home visiting programs.

² See appendix for acronym definitions

(Priority Area 3)

Measurement:

- Percentage of children with special needs ages 3-5 are enrolled in a childcare are served in a program that includes typically developing children.

Family Focus

4. Families have information about quality childcare and are supported through the resource and referral process to select appropriate programs.

(Priority Area 4)

Measurement:

- Survey data yield families report having been supported through the referral process and having received information about quality programs.
5. Families can access quality early care regardless of income.

(Priority Area 5)

Measurement:

- Survey data yield families of all income levels report accessing quality early care.
6. Families are engaged.

(Priority Area 6)

Measurement:

- Participating sites report family engagement activities in their site plan.

Program Focus

5. Participating sites sustain high CLASS and ERS or FERS scores or improve CLASS and ERS or FERS scores.

(Priority Area 9)

Measurement:

- Participating sites' CLASS and ERS or FERS scores.
6. Increase and sustain the percentage of early educators trained to administer developmental assessment tools (ASQ & DRDP).

(Priority Area 7)

Measurement:

- Percentage of Early Childhood Educators trained to administer assessments.
7. Early Childhood Educators (ECE) are progressing in the Early Childhood permit matrix.

(Priority Area 7)

Measurement:

- Participating sites report progression of educators in the Early Childhood Permit Matrix in their site plan.
 - Cerro Coso reports students' acquisition of Early Childhood Educator Permits
8. Provide participating sites support on transition to kindergarten.

(Priority Area 8)

Measurement:

- Participating providers include transition to kindergarten activities in their site plans.

Activities:

1. Create and implement a high school Early Childhood Educator (ECE) Career Pathway.
In conjunction with MUSD/ACUSD (student counseling), Cerro Coso (educational support), and First 5 (practicum opportunities), create an Early Childhood Educator Career Pathway as a vehicle for high school students to earn a child development permit prior to high school graduation. This career pathway will be a unique opportunity for local students in that professional status can be achieved without having to leave the area for school.
(Outcome 7)
2. Build a coaching program for ECE to increase the number of consistent, qualified ECE in the county.
Develop a coaching system with training and technical assistance opportunities to support local ECE. First 5 will identify interested partners to serve as coaches and support development of a system in conjunction with the Childcare Quality Consortium.
(Outcome 5)
3. Conduct CLASS and ERS/FCERS assessments and use the results to guide trainings, coaching and site plans.
Develop the capacity to conduct CLASS and ERS/FCERS assessments.
(Outcome 5)
4. Provide parents and educators a snapshot of a kindergarten ready student.
Create a K-ready subcommittee to develop a K-ready snapshot that will include a list of preschool curriculums that support acquisition of the skills included in the snapshot.
(Outcomes 1 & 8)
5. Administer the Ages and Stages Questionnaire (ASQ) at childcare sites.
First 5 will offer training to ECE in ASQ administration and referrals to early intervention services. Training will include tools to review the ASQ with families and a referral protocol.
(Outcomes 2 & 6)
6. Provide a county resource guide to programs, medical providers, families and agencies.
Inyo Mono Advocates for Community Action (IMACA) will develop and share a detailed county resource guide including services available for children birth to five years old. Alpine County LPC will update their family resource guide that includes services for children birth to five years old.
(Outcome 5)
7. Annually report school readiness data including: preschool and kindergarten readiness assessments, 3rd grade reading scores.
Continue to develop current assessment system to provide for the capacity to better understand and address demographic gaps. Specifically, administer a form to families of all incoming kindergartners that gathers demographic information that can be linked to assessments.
(Outcome 1)
8. Support childcare providers and centers in providing family engagement activities through coaching/mentoring, trainings and financial incentives.
(Outcome 5)
9. Provide local resources (a resource directory of 0-5 programs), Child Development trainings/classes and coaching to ECEs to increase the number of children prepared for elementary school entry.
(Outcome 1)
10. Administer surveys to parents seeking child care information through the Resource and Referral agency to identify the strengths and weaknesses of quality systems supports.
(Outcomes 3, 4 & 5)
11. Administer surveys to providers to identify the strengths and weaknesses of quality system supports.
(Outcomes 5, 6, 7, & 8)

Governance:

1. Consortium members will agree on roles, responsibilities, and collaboration as necessary at each meeting.
2. Decision-making will be by group consensus.

Appendix

Acronyms

- AB212: Professional Development for Early Childhood Educators in California State Preschools
- AP: Alternative Payment, funds for families with low income who meet eligibility criterion to pay for child care
- ASQ: Ages and Stages Questionnaire, developmental screening tool
- CCIP: Child Care Initiative Project, professional development for family child care providers
- CDE: California Department of Education
- CDTC: Child Development Training Consortium
- CLASS: Teacher-child interaction assessment
- CPIN: California Preschool Instructional Network, professional development for childcare providers
- CSPP: California State Preschool Program, free or low-cost high quality preschool targeting families with low income
- CTC: Commission on Teacher Credentialing, in charge of Child Development Permits
- ECE: Early Childhood Educators
- ECEMP: Early Childhood Education Mentor Program
- ERS: Environmental Rating Scale (childcare centers)
- FERS: Family Environmental Rating Scale (family childcare providers)
- IMACA: Inyo Mono Advocates for Community Action
- IMPACT: Improve and Maximize all Programs so Children Thrive
- I/T QRIS: Infant Toddler Quality Rating Improvement System
- LPC: Local Planning Council, Mono County Child Care Council (MCCCC)
- MCCCC: Mono County Child Care Council serves as the Local Planning Council (LPC)
- QRIS: Quality Rating Improvement System
- QIS: Quality Improvement System
- R&R: Resource and Referral, support for families to access and be educated about child care information
- SELPA: Special Education Local Plan Area, coordinates services for children with special needs.

**Child Care Quality Program Supporting Mono & Alpine Counties (Funding Source):
Implementing Agency, service target**

- Child Development Classes (California Community Colleges): Inyo, Mono & Alpine: Cerro Coso, students
- Early Childhood Education Mentor Program (CDE): Inyo, Mono & Alpine: Cerro Coso, Cerro Coso ECE students
- Child Development Training Consortium (CDE): Inyo, Mono & Aline: Cerro Coso, Cerro Coso ECE students
- Child Development Permit Applications (CTC): Inyo, Mono & Alpine: Cerro Coso, ECE students
- Alternative Payment (CDE): Mono: IMACA, Alpine: NA, funds child care for families with low income who meet eligibility criterion
- Resource and Referral (CDE): Mono: IMACA, Alpine: Choices for Children, support and information for families seeking child care;
- Local Planning Council (CDE): Mono: IMACA, Alpine: County Office of Education, access to quality child care for families
- Child Care Initiative Project (CDE): Mono: IMACA, Alpine: NA, professional development for family child care providers
- AB 212 (CDE): Mono: IMACA, Alpine: NA, professional development for ECE working at CSPP sites
- QRIS (CDE): Inyo, Mono, and Alpine: Inyo County Superintendent of Schools Child Development Division, California State Preschool Programs in Inyo, Mono, and Alpine
- I/T QRIS (CDE): Inyo, Mono, and Alpine: Inyo County Superintendent of Schools Child Development Division, application in development for Inyo
- IMPACT (First 5 California): Mono & Alpine: First 5 Mono, all non-CSPP sites in Mono and Alpine
- IMPACT Hub (First 5 California): Inyo, Mono and Alpine, planned: First 5 Mono, all non-CSPP sites in Inyo, Mono and Alpine
- SELPA (CDE): Mono and Alpine County Offices of Education, Mono & Alpine Counties children with special needs

Mono County Childcare Quality Support Programs

Implementing Agency: Program Name (Funding Source)

Cerro Coso, Child
Development Department

- Child Development Classes (California Community Colleges)
- Child Development Training Consortium (CDE)
- Early Childhood Education Mentor Program (CDE)
- Child Development Permit Matrix (CTC)

IMACA

- AB212 (CDE)
- Alternative Payment (CDE)
- Resource and Referral (CDE)
- Local Planning Council, Mono County Child Care Council (CDE)
- Child Care Initiative Project (CDE)
- Head Start (blended with California State Preschool funding) (Federal)

Inyo County
Superintendent of Schools,
Child Development Division

- QRIS (CDE)
- I/T QRIS (CDE)
- CPIN (CDE)

First 5 Mono

- IMPACT (F5CA)
- IMPACT Hub (F5CA)

Mono County Office of
Education

- SELPA (CDE & Federal Funding)
- California State Preschool (blended with federal funding from Head Start and Community Development Block Grant) (CDE)

Alpine County Childcare Quality Support Programs

Implementing Agency: Program Name (Funding Source)

Cerro Coso, Child Development Department	<ul style="list-style-type: none">•Child Development Classes (California Community Colleges)•Child Development Training Consortium (CDE)•Early Childhood Education Mentor Program (CDE)•Child Development Permit Matrix (CTC)
Choices for Children	<ul style="list-style-type: none">•Resource and Referral (CDE)•CCIP (CDE)
Inyo County Superintendent of Schools, Child Development Division	<ul style="list-style-type: none">•QRIS (CDE)•I/T QRIS (CDE)•CPIN (CDE)
First 5 Mono/Alpine	<ul style="list-style-type: none">•IMPACT (F5CA)•IMPACT Hub (F5CA)
Alpine Office of Education	<ul style="list-style-type: none">•SELPA (CDE & Federal Funding)•Local Planning Council (CDE)•California State Preschool Program –CSPP (CDE)

Inyo, Mono, and Alpine Regional Childcare Quality Support Programs

Implementing Agency: Program Name (Funding Source)

Cerro Coso, Child
Development
Department

- Child Development Classes (California Community Colleges)
- Child Development Training Consortium (CDE)
- Early Childhood Education Mentor Program (CDE)
- Child Development Permit Matrix (CTC)

Inyo County
Superintendent of
Schools, Child
Development Division

- QRIS (CDE)
- I/T QRIS (CDE)
- CPIN (CDE)

First 5 Mono

- IMPACT Hub (F5CA)



2017-2022 Strategic Plan

VISION	All children in Mono County will be supported to reach their full potential.		
MISSION	The Mono County Child Care Council will actively lead a community-wide effort to develop and sustain accessible, high-quality, affordable child care and education.		
OBJECTIVES	By June 30, 2022, develop and implement a Career Pathway Program for future child care providers to increase participation in Early Childhood Education / Child Development college courses.	By June 30, 2022, ensure that a minimum of 50% of children 0-12 with parents in the workforce have a child care slot.	By June 30, 2022, increase both home-based and center-based options that provide an age-appropriate learning environment as defined by "Quality Counts California."
STRATEGIES	<ul style="list-style-type: none"> • Offer mentoring and coaching services • Recruit high school and college students • Support bonds/taxes that finance child care • Work to leverage funds for financial support • Work to establish internships at centers/sites 	<ul style="list-style-type: none"> • Expand child care availability for working parents to include weekends, school holidays, and during school summer breaks • Develop a Child Care Peer Support Program • Collaborate with Community Care Licensing to provide at least one "Steps to Becoming a Child Care Provider" on-site training in Mono County annually 	<ul style="list-style-type: none"> • Increase the number of sites rated as high quality using the "Quality Counts California" standard • Include family engagement activities and transition to Kindergarten activities • Increase mentoring and coaching services • Continue to offer professional development opportunities (AB212 – 18 hours of PD; IMPACT – 21 hours of PD)
ACTION PLAN	<ul style="list-style-type: none"> • Coordinate with Mono County Office of Education and Unified School Districts to promote the Child Development Career Pathway. • Develop a plan/mechanism for recruiting and informing the community. • Research and map opportunities to provide financial support and resources • Lending Library for ECE college courses 	<ul style="list-style-type: none"> • Maintain list of "babysitters/nannies" through Mammoth Mountain's informal list, college students taking Child Development classes, sitter class through Mammoth Hospital) • Create list of providers who want to advise, map out eligibility, tier stipends based on education • Hold quarterly "Steps to Becoming a Child Care Provider" trainings (CC College, North Mono County) 	<ul style="list-style-type: none"> • Kindergarten Snap Shot to be posted at sites, given to parents. • Kindergarten Readiness training for providers to be scheduled at the beginning of each school year. • Increase advertising efforts for Kindergarten Readiness Roundup.

Become a Licensed Family Child Care Provider!

The Children of Mono County Need You!



Would you like a career where you can:

- Work out of your home?
- Set your own hours and rate of pay?
- Stay home with your young children?

Is this career for you?

- Do you enjoy working with children?
- Are you ready to be a professional business owner?

Call IMACA at (760) 934-3343 to receive more information about becoming a licensed child care provider in Mono County or visit the Community Care Licensing website at:

<http://www.cdss.ca.gov/inforesources/Child-Care-Licensing/How-to-Become-Licensed>

IMACA can help you through the whole process of becoming a licensed child care provider and also help pay start up costs up to \$500!



Mono County Child Care Council



www.monocccc.org

Steps to Becoming a Family Child Care Provider



Family Child Care is non-medical care and supervision for children, in the provider's home, for periods less than 24 hours. A license may be issued for a small Family Child Care Home or a large Family Child Care Home. A small Family Child Care Home provides care up to 6 children or for up to 8 children if certain requirements are met. A large Family child Care Home provides care up to 12 children, or up to 14 children if certain requirements are met.

Learn more about becoming a Family Child Care Provider by contacting the IMACA Community Connection for Children office at (760) 934-3343. IMACA Community Connection for Children is the state funded child care resource and referral service for Mono County.

1. You must attend an orientation

You may register for an online orientation or in-person orientation.

There is a **\$25** orientation fee and it is **nonrefundable**, so be sure that you meet the qualifications for a license before you sign up for an orientation.

Go to the following link to sign up for an online orientation:

<http://www.cdss.ca.gov/inforesources/Child-Care-Licensing/How-to-Become-Licensed/FCCH-Online-Orientation>

2. You must be familiar with ALL Family Child Care Home licensing laws and regulations

You can pick up a free copy of the Family Child Care Home Regulations at IMACA or you can go to the following link:

<http://www.cdss.ca.gov/ord/entres/getinfo/pdf/fccman.pdf>

Go to the following link to watch informative videos on licensing regulations and requirements:

<https://cclcd.childcarevideos.org/family-child-care-providers/>

3. Submit ALL the required forms in the application packet

There is a **\$73** application fee that is **nonrefundable**. Applications can be picked up at IMACA or you can go to the following link to print the application:

<http://www.cdss.ca.gov/inforesources/Forms-Brochures/Forms-Alphabetic-List/I-L>

You must complete and submit all the information and forms required in the application packet. This includes:

- TB clearances
- Proof of completion or enrollment in 16-hour Preventative Health Practices Training
- Background checks (to be completed once complete application is received and accepted)

4. You must pass a home inspection

A Licensing Program Analyst will contact you to schedule an inspection of your home.

For more information, contact IMACA:
IMACA Community Connection for Children
Monday-Friday 8:00AM-5:00PM
625 Old Mammoth Road
Mammoth Lakes, CA 93546
(760) 934-3343
ccc@imaca.net



CDSS

WILL LIGHTBOURNE
DIRECTOR



EDMUND G. BROWN JR.
GOVERNOR

CAPACITY REQUIREMENTS FAMILY CHILD CARE HOMES

SMALL FAMILY CHILD CARE HOME

4 infants ONLY
(Newborn to 2 years)



OR

6 children



No more than 3
May be infants



OR

8 children

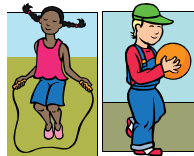


No more than 2
May be infants



AND

2 school-age children



One at least age 6
One enrolled and
Attending Kindergarten

- ✓ **Landlord permission required**
- ✓ **Parent notification required**

**LARGE
FAMILY CHILD CARE HOME**

12 children



**No more than 4 infants
(Newborn to 2 years)**



**With a qualified assistant
14 years of age or older**



OR

14 children



No more than 3 infants



2 school-age children



**One at least age 6
One enrolled in and
Attending Kindergarten**

**With a qualified assistant
14 years of age or older**



- ✓ **Landlord permission required**
- ✓ **Parent notification required**



CDSS

WILL LIGHTBOURNE
DIRECTOR

STATE OF CALIFORNIA—HEALTH AND HUMAN SERVICES AGENCY
DEPARTMENT OF SOCIAL SERVICES



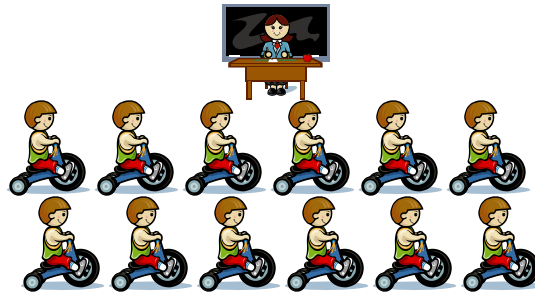
EDMUND G. BROWN JR.
GOVERNOR

COMMUNITY CARE LICENSING DIVISION CHILD CARE LICENSING

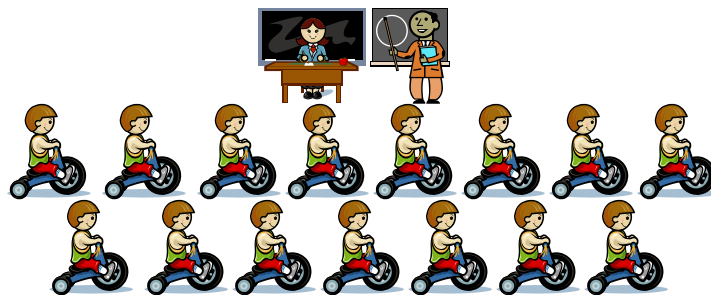
CHILD CARE CENTER STAFFING RATIOS

 PRESCHOOL RATIOS

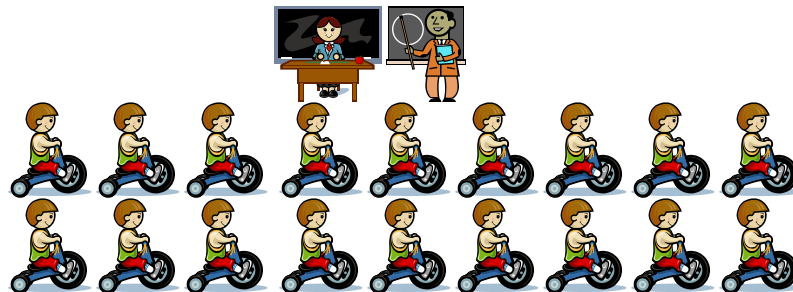
ONE TEACHER : 12 CHILDREN



1 TEACHER & 1 AIDE : 15 CHILDREN



1 FULLY QUALIFIED TEACHER & 1 AIDE (with 6 semester units) : 18 CHILDREN

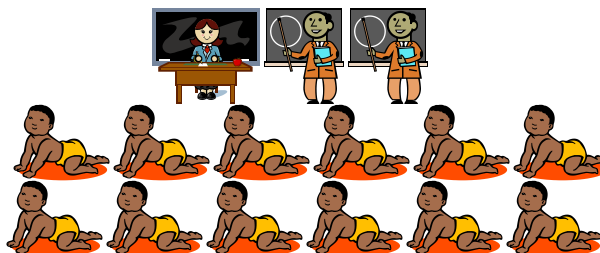


 **INFANT RATIOS**

ONE TEACHER : 4 INFANTS

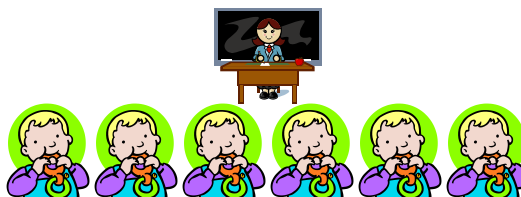


ONE FULLY QUALIFIED TEACHER & 2 AIDES : 12 INFANTS

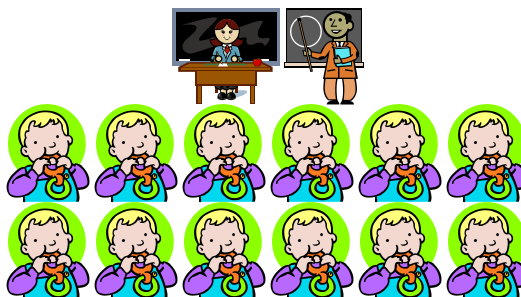


 **TODDLER OPTION RATIOS**

1 TEACHER : 6 TODDLERS



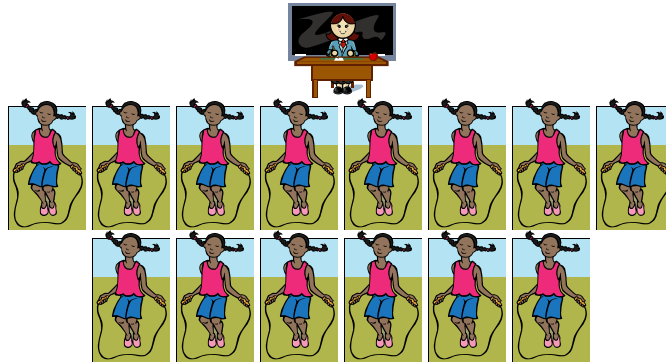
1 FULLY QUALIFIED TEACHER & 1 AIDE : 12 TODDLERS



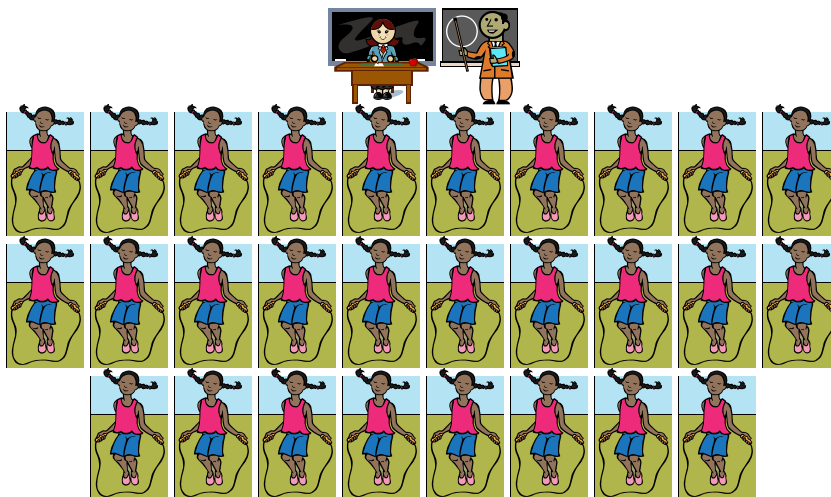


SCHOOL AGE RATIOS

1 TEACHER : 14 CHILDREN



1 TEACHER & 1 AIDE : 28 CHILDREN



 NAPPING RATIOS

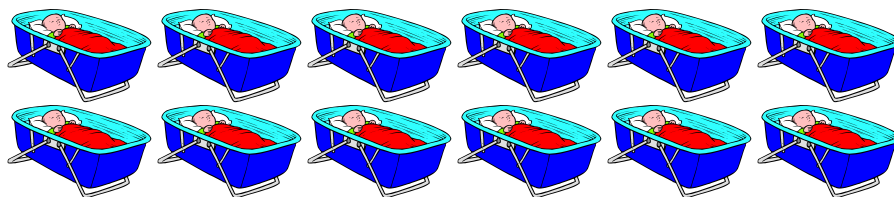
PRESCHOOL PROGRAM

1 TEACHER OR 1 AIDE : 24 NAPPING CHILDREN



INFANT PROGRAM

1 TEACHER OR 1 AIDE : 12 NAPPING CHILDREN





OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: CDD

TIME REQUIRED	PUBLIC HEARING 10:00 A.M. -1 hour (20 minute presentation, 40 minute discussion)	PERSONS APPEARING BEFORE THE BOARD	Wendy Sugimura
SUBJECT	Public Hearing - Extension of Moratorium on Type II Short-Term Rentals		

AGENDA DESCRIPTION:

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

Public hearing regarding extending the temporary moratorium suspending the establishment of Type II short-term vacation rentals within the unincorporated areas of Mono County as authorized by Chapter 25 of the Mono County General Plan.

RECOMMENDED ACTION:

1. After conducting the public hearing and receiving public testimony, consider adopting ORD18-___, An Interim Ordinance of the Mono County Board of Supervisors Extending the Temporary Moratorium Suspending the Establishment of Type II Short-Term Vacation Rentals within the Unincorporated Areas of Mono County as Authorized by Chapter 25 of the Mono County General Plan. 2. Discuss the status of workshops to update the June Lake area plan and regulations for short-term rentals, revisit previous direction on outreach for Type II rentals for individual communities, and provide direction to staff.

FISCAL IMPACT:

None for the extension of the moratorium. Costs for future outreach are dependent on the type and extent, for both hard costs and staff time, and the prioritization of the work.

CONTACT NAME: Wendy Sugimura

PHONE/EMAIL: 7609241814 / wsugimura@mono.ca.gov

SEND COPIES TO:

Christy Milovich

Wendy Sugimura

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

[staff report](#)

[STR Moratorium Extension Ordinance](#)

History

Time	Who	Approval
2/14/2018 5:39 AM	County Administrative Office	Yes
2/15/2018 4:40 AM	County Counsel	Yes
2/15/2018 8:57 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 20, 2018

To: Board of Supervisors

From: Wendy Sugimura, Interim Director

Subject: PUBLIC HEARING – Extension of Moratorium on Type II Short-Term Rentals

RECOMMENDED ACTION

1. After conducting the public hearing and receiving public testimony, consider adopting ORD18-__, An Interim Ordinance of the Mono County Board of Supervisors Extending the Temporary Moratorium Suspending the Establishment of Type II Short-Term Vacation Rentals within the Unincorporated Areas of Mono County as Authorized by Chapter 25 of the Mono County General Plan.
2. Discuss the status of workshops to update the June Lake area plan and regulations for short-term rentals, revisit previous direction on outreach for Type II rentals for individual communities, and provide direction to staff.

FISCAL IMPACT

Costs are dependent on the type of outreach directed by the Board, both for hard costs and staff time, and the prioritization of the work.

BACKGROUND

On March 14, 2017, the Board adopted amendments to Chapter 25 which regulates short-term rentals, defined as rentals for less than 30 days, in certain residential land use designations. Chapter 25 defines Type I short-term rentals as owner occupied or associated with an owner occupied principal residence, and Type II as the rental of an entire dwelling unit that is not concurrently occupied by the owner or on the same parcel as a principal residence concurrently occupied by the owner.

Subsequently, at the March 14 and April 11 meetings in 2017, the Board enacted a 45-day and then a 10.5-month moratorium on Type II (non-owner occupied) short-term rentals, and directed staff to 1) first complete a public process to revise the June Lake area plan to address specific short-term rental issues in this community; and 2) revisit area plan policy discussions with other communities on where Type II rentals should be allowed/not allowed. The current moratorium expires on February 26, 2018, unless extended.

DISCUSSION

The primary purpose of this agenda item is to extend the moratorium on Type II (non-owner occupied) rentals for the maximum length of one year to February 26, 2019 (Attachment 1), the maximum time frame allowed. If circumstances allow, the Board can lift the moratorium earlier.

A secondary purpose of this agenda item is to provide an update on the June Lake area plan update process, and revisit direction for public outreach to other communities. At the March 14, 2017, meeting, Board direction was given to prioritize the staffing commitment to an intensive work program for short-term rentals in the June Lake community. Over 50 hours of community workshops and meetings were held during the summer and fall of 2017, and the June Lake Citizens Advisory Committee (CAC) made a final recommendation on December 6, 2017, to the Planning Commission. The Commission has been reviewing the body of information since October 2017, and then has been discussing the June Lake CAC's recommendation since their December meeting. The Planning Commission is expected to complete their discussion at the February 15 meeting, and a workshop will be held with the Board to review the recommendation and body of work in early March.

The final General Plan Amendment (GPA) to adopt the short-term rental regulations is expected before the Board in April 2018 in combination with several other policy and regulatory subjects, including cannabis regulations, housing policy, and updating the Circulation Element with the revised Regional Transportation Plan (RTP). State law only allows four GPAs per year, necessitating these multiple programs be combined and heard at one public hearing as a single GPA. A second GPA is expected in the fall after the Local Hazard Mitigation Plan is updated to ensure Safety Element consistency.

Also at the March 14 meeting, the Board gave direction to revisit Type II rentals after the completion of the June Lake policy work. The June Lake recommendation on short-term rentals includes revisions to Type II rentals that may be applied countywide, and may change the desired outreach to other communities. In addition, with the expectation of an increased workload to process commercial cannabis applications and short-term rental applications (if all these items are approved through the April GPA), staff will have little to no capacity to engage in a new, extensive outreach effort with individual communities on Type II rentals.

As these issues come forward, the Board will have an opportunity to prioritize Type II outreach and clarify expectations for the level of outreach engagement, which can range from an agendaized discussion at an RPAC meeting to the June Lake workshop model. At this time, staff requests only an acknowledgement that Type II outreach is likely to be delayed following the conclusion of the June Lake policy process unless it is prioritized as such and sufficient staff resources are available.

Please contact Wendy Sugimura at 760-924-1814 or wsugimura@mono.ca.gov with questions.

ATTACHMENTS

1. Ordinance extending the moratorium on Type II (non-owner occupied) rentals



ORDINANCE NO. ORD18-__

**AN INTERIM ORDINANCE OF THE MONO COUNTY BOARD OF SUPERVISORS
EXTENDING THE TEMPORARY MORATORIUM SUSPENDING THE
ESTABLISHMENT OF TYPE II SHORT-TERM VACATION
RENTALS WITHIN THE UNINCORPORATED AREAS OF
MONO COUNTY AS AUTHORIZED BY CHAPTER 25
OF THE MONO COUNTY GENERAL PLAN**

WHEREAS, Government Code section 65858 authorizes the adoption of an interim ordinance as an urgency measure to prohibit any uses that may be in conflict with a contemplated general plan, specific plan, or zoning proposal that the Board of Supervisors, planning commission or planning department is considering or studying or intends to study within a reasonable time, when necessary to protect the public safety, health, and welfare; and

WHEREAS, following a public hearing on March 14, 2017, the Mono County Board of Supervisors, approved an addendum to the 2016 General Plan EIR and General Plan Amendment 17-01 Part B, which revised Chapter 25 providing for the establishment of transient rental overlay districts (see Resolution R17-24 attached herein as Exhibit 1 and incorporated by reference); and

WHEREAS, subsequent to approving Resolution R17-24, and in order to preserve the status quo within the unincorporated areas of the County while staff and decision makers analyze and consider additional modifications to Chapter 25 to address the identified concerns, the Board of Supervisors adopted Ordinance No. ORD17-04 on March 14, 2017, temporarily suspending the establishment of Type II Short-Term vacation rentals (not owner-occupied), as described in Chapter 25, within the unincorporated areas of the County and subsequently extended the suspension until February 26, 2018 (see Ordinance No. ORD17-05); and

WHEREAS, the Board now wishes to further extend the restrictions imposed and extended by ORD17-04 and ORD17-05, respectively, for up to one year until February 26, 2019, unless sooner terminated by this Board:

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO FINDS AND ORDAINS that:

SECTION ONE: There is a current and immediate threat to the public health, safety and welfare as a result of the approval of Type II Short-Term vacation rentals (not owner-occupied) within the unincorporated areas of the County, as specified below, and such approvals must be temporarily suspended in order to protect the public safety, health, and welfare.

- A. In some residential areas of the County currently eligible for Type II rental designations, roads are not regularly maintained and/or plowed and can be steep and icy in winter. Because those individuals utilizing short-term rentals are not local residents, they are often unskilled at navigating snowy conditions. The approval of Type II rentals in areas such as these presents a safety hazard to users – particularly those arriving at night and lacking snow driving skills or experience.
- B. In certain areas of the County, residents have expressed that they experience harm to their sense of well-being and personal welfare as a result of the possibility that a Type II rental

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could be established in their neighborhood. This may reflect an incompatibility between certain neighborhoods or communities and transient rental activity.

SECTION TWO: The moratorium on establishment of Type II rentals within the unincorporated areas of Mono County, as authorized by Chapter 25, is hereby extended, to allow for the proper study of modifications and/or alternatives to the current system to address the issues described above and other matters as directed by the Board.

SECTION THREE: During the suspension on the establishment of Type II rentals created by ORD17-04, extended by ORD17-05, and again extended hereby, staff shall identify and analyze those areas within the County currently eligible for such designation, evaluate the above concerns, and any other relevant issues associated with the establishment or operation of Type II rentals within the County, and develop recommendation(s) for the Board regarding the possible modification of Chapter 25 of the Mono County General Plan.

SECTION FOUR: This ordinance shall become effective upon adoption as an urgency measure pursuant to Government Code sections 65858 and 25123 and shall remain in effect, unless earlier terminated, for one year (until February 26, 2019). The Clerk of the Board of Supervisors shall post this ordinance and also publish it or a summary thereof in the manner prescribed by Government Code section 25124 no later than 15 days after the date of its adoption.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2018, by the following vote, to wit:

AYES:
NOES:
ABSENT:
ABSTAIN:

Bob Gardner, Chair
Mono County Board of Supervisors

ATTEST:

APPROVED AS TO FORM:

Clerk of the Board

County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Economic Development

TIME REQUIRED 30 Minutes

SUBJECT Fish and Game Fine Fund

**PERSONS
APPEARING
BEFORE THE
BOARD**

James Erdman - California
Department of Fish and Wildlife

AGENDA DESCRIPTION:

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

Presentation by James Erdman from the California Department of Fish & Wildlife regarding "Trout in the Classroom" educational program.

RECOMMENDED ACTION:

The Board receive the presentation, consider and approve the recommendation by the Mono County Fish & Wildlife Commission to allocate \$4,000.00 from the Fish and Game Fine Fund for support of the "Trout in the Classroom" program offered by the California Department of Fish & Wildlife.

FISCAL IMPACT:

Mono County receives roughly \$7,500.00 on an annual basis from the California Department of Fish and Wildlife. Currently \$4,000.00 is available in the budget for this expenditure.

CONTACT NAME: James Erdman

PHONE/EMAIL: 760-873-6071 / James.Erdman@wildlife.ca.gov

SEND COPIES TO:

Jeff Simpson - jsimpson@mono.ca.gov

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report - Fish & Game Fine Fund Expenditure
<input type="checkbox"/> Fish and Game Code
<input type="checkbox"/> Presentation

History

Time	Who	Approval
2/14/2018 4:43 AM	County Administrative Office	Yes
2/5/2018 9:18 AM	County Counsel	Yes
2/14/2018 11:20 AM	Finance	Yes



MONO COUNTY

ECONOMIC DEVELOPMENT and SPECIAL PROJECTS

P.O. BOX 603, MAMMOTH LAKES, CALIFORNIA 93546
(760) 924-4634 • (760) 924-1697 (Fax)

Alicia Vennos
Economic Development Director
Avennos@mono.ca.gov
760-924-1743

Jeff Simpson
Economic Development Manager
Jsimpson@mono.ca.gov
760-924-4634

STAFF REPORT

SUBJECT: Fish and Game Fine Fund Expenditure.

RECOMMENDATION: The Board consider and approve the recommendation by the Mono County Fish & Wildlife Commission to allocate \$4,000.00 from the Fish and Game Fine Fund to support the California Department of Fish & Wildlife (CDFW) “Trout in the Classroom” program for local and regional schools.

BACKGROUND: On Wednesday, December 6, 2017, at its regular meeting, the Mono County Fish & Wildlife Commission approved a \$4,000.00 expenditure from the Fish and Game Fine Fund to help support the “Trout in the Classroom” program which is offered by CDFW.

Through a classroom experience of hatching live fish, “Trout in the Classroom” introduces students to the value of aquatic environments, the balance that must be met to maintain, protect and enhance California’s fisheries and aquatic habitats, and enables students to understand how their actions affect these valuable resources. Teachers and their students set up an aquarium in the classroom, receive fish eggs under a special CDFW permit, and observe the fish as they hatch and develop. The experience may culminate in a field trip to a local stream or river where the fish are released. This is a hands-on, interdisciplinary project for grades K-12.

If approved, this money will be used to sponsor the “Trout in the Classroom” program throughout local schools in the Eastern Sierra.

DISCUSSION: This action is a permissible use of the Fish and Game Fine Fund money per the Fish and Game Code Section 13103 article (a).

FISCAL IMPACT: Mono County’s Fish and Game Fine Fund receives roughly \$7,500.00 on an annual basis from the California Department of Fish and Wildlife. Currently \$4,000.00 is available in the budget for this expenditure. (Please note that \$3,500 of the total is earmarked for a multi-year contract with Eastern Sierra Wildlife Care). If approved, the \$4,000.00 expenditure for “Trout in the Classroom” would bring the available balance in the Fish and Game Fine Fund account to \$0.

State of California

FISH AND GAME CODE

Section 13103

13103. Expenditures from the fish and wildlife propagation fund of any county may be made only for the following purposes:

(a) Public education relating to the scientific principles of fish and wildlife conservation, consisting of supervised formal instruction carried out pursuant to a planned curriculum and aids to education such as literature, audio and video recordings, training models, and nature study facilities.

(b) Temporary emergency treatment and care of injured or orphaned wildlife.

(c) Temporary treatment and care of wildlife confiscated by the department as evidence.

(d) Breeding, raising, purchasing, or releasing fish or wildlife which are to be released upon approval of the department pursuant to Sections 6400 and 6401 onto land or into waters of local, state, or federal agencies or onto land or into waters open to the public.

(e) Improvement of fish and wildlife habitat, including, but not limited to, construction of fish screens, weirs, and ladders; drainage or other watershed improvements; gravel and rock removal or placement; construction of irrigation and water distribution systems; earthwork and grading; fencing; planting trees and other vegetation management; and removal of barriers to the migration of fish and wildlife.

(f) Construction, maintenance, and operation of public hatchery facilities.

(g) Purchase and maintain materials, supplies, or equipment for either the department's ownership and use or the department's use in the normal performance of the department's responsibilities.

(h) Predator control actions for the benefit of fish or wildlife following certification in writing by the department that the proposed actions will significantly benefit a particular wildlife species.

(i) Scientific fish and wildlife research conducted by institutions of higher learning, qualified researchers, or governmental agencies, if approved by the department.

(j) Reasonable administrative costs, excluding the costs of audits required by Section 13104, for secretarial service, travel, and postage by the county fish and wildlife commission when authorized by the county board of supervisors. For purposes of this subdivision, "reasonable cost" means an amount which does not exceed 15 percent of the average amount received by the fund during the previous three-year period, or ten thousand dollars (\$10,000) annually, whichever is greater, excluding any funds carried over from a previous fiscal year.

(k) Contributions to a secret witness program for the purpose of facilitating enforcement of this code and regulations adopted pursuant to this code.

(l) Costs incurred by the district attorney or city attorney in investigating and prosecuting civil and criminal actions for violations of this code, as approved by the department.

(m) Other expenditures, approved by the department, for the purpose of protecting, conserving, propagating, and preserving fish and wildlife.

(Amended by Stats. 2012, Ch. 546, Sec. 6. (AB 2363) Effective September 25, 2012.)





03/27/2014 16:32



03/27/2014 16:53



04/10/2013 12:37



04/10/2013 12:40



03/27/2014 17:53





03/27/2014 17:55



04/15/2014 08:01





04/17/2014 12:08





04/28/2014 08:30





05/08/2014 08:04



05/22/2014 17:45



05/17/2013 10:29



05/17/2013 10:31



05/07/2013 11:14



05/17/2013 10:25



05/16/2014 11:27



05/21/2014 10:20



05/17/2013 10:26



05/21/2014 10:21



05/16/2014 11:28



05/16/2014 10:07



05/16/2014 10:07





05/15/2014 10:11



05/21/2014 10:23



05/15/2014 12:30





05/07/2013 10:58



04/29/2014 10:14





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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Emergency Medical Services

TIME REQUIRED 30 minutes

PERSONS APPEARING BEFORE THE BOARD Chris Mokracek, EMS Chief

SUBJECT EMS Department Presentation

AGENDA DESCRIPTION:

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

Presentation by Chris Mokracek, EMS Chief regarding overview and status of EMS program.

RECOMMENDED ACTION:

None (informational only). Provide any desired direction to staff.

FISCAL IMPACT:

None.

CONTACT NAME: Chris Mokracek

PHONE/EMAIL: (760) 924-4632 / cmokracek@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Presentation Power Point

History

Time	Who	Approval
2/14/2018 5:04 AM	County Administrative Office	Yes
2/15/2018 4:34 AM	County Counsel	Yes
2/14/2018 11:14 AM	Finance	Yes

COUNTY OF MONO

DEPARTMENT OF EMERGENCY MEDICAL SERVICES

P.O. Box 511 | 193 Twin Lakes Rd. Bridgeport, CA 93517 * (760) 924-1832 * mono.ca.gov/ems

DATE: February 13, 2018
TO: Honorable Board of Supervisors
FROM: Chris Mokracek, EMS Chief
SUBJECT: Presentation to the

Recommendation:

Receive update and highlights on EMS Program. Provide any necessary direction to staff.

Discussion:

This is a 30-minute presentation to discuss the EMS Department, the status of FY 2017-18 goals, Mission Statement and priorities and goals for FY2018-19.

Fiscal Impact:

None. Informational.

MONO COUNTY
EMERGENCY MEDICAL SERVICES

Statistics

- Four career ALS Ambulances – 16 paramedics, 8 EMT's
- Two volunteer BLS Ambulances (MOU) – White Mtn. & Chalfant Valley
- 2017 Incidents – 2,305 responses (7% increase)
 - Medic 3 – 53%
 - Medic 2 – 20%
 - Medic 7 – 13%
 - Medic 1 – 11%
 - Medic 4 – 2%
 - Medic 5 – 1%

EMS Chief

Billing & Collections
Specialist



EMS Services Provided

- Emergency response, access, treatment
- EMS Transport: Advanced Life Support (ALS), Basic Life Support (BLS)
- Inter-facility transport
- Critical care transport
- Internal billing
- CPR instruction
- EMT training – initial and continuing education

FY 2017-18 Goals

- Evaluate EMS in the Tri-Valley
- AED Placement in County Buildings – Phase I
- Recruitment of EMS Chief
- Dedicated Fiscal Specialist for Ambulance Billing

FY 2018-19 Goals

- Implement EMS program in the Tri-Valley
- AED placement in County Buildings – Phase II
- Implement seasonal Public Education/Information Program
- Provide EMS training to Fire Districts with an emphasis on remote or underserved districts
- Produce an EMS Standard of Cover document

OUR MISSION

The mission of Mono County Emergency Medical Services is to provide quality services to the County which preserve life, reduce suffering, improve health and promote the safety of citizens and visitors who live, work and play in our County.

The mission is accomplished through a systems approach focused on providing high quality patient care services; organizational sustainment; public awareness and education; proactive safety interventions; and all-hazard readiness.

Achieving Our Mission

PRINCIPLE 1 – HIGH QUALITY PATIENT CARE SERVICES

- Timely response to emergencies
- Patient conditions are stabilized or improved
- EMS response is integrated with the health care system
- Focus on core service responsibilities
- Having appropriate resources to deliver services
- Effective quality improvement feedback

Achieving Our Mission

PRINCIPLE 2 – ORGANIZATIONAL SUSTAINMENT

- Qualified workforce large enough to meet the demands for service
- Staffing levels sufficient for timely response to emergencies
- Well trained workforce
- Well compensated members dedicated to serving the community (volunteer & career)

Achieving Our Mission

PRINCIPLE 3 – PUBLIC AWARENESS AND EDUCATION

- Proactively inform residents of goals, programs, services and issues.
- Community members engaged through CPR, first aid and wellness programs
- High risk populations educated and assisted
- Citizens are well aware of the volunteers providing EMS services as well as opportunities to participate
- County staff members trained in CPR and AED response

Achieving Our Mission

PRINCIPLE 4 – PROACTIVE SAFETY INTERVENTIONS

- Medical and rescue services provided in special situations
- Planned response to emergencies at special events
- Persons with medical needs identified and served in the event of a disaster event
- Members take responsibility for prevention

Achieving Our Mission

PRINCIPLE 5 – ALL-HAZARDS READINESS

- Timely response in all types of weather and threats
- Facilities designed for effective operations
- Department maintains capability to deal with low frequency-high risk situations
- Department is a key participant in the County's All-Hazard Incident Management Team

Measuring Success

- Critical Care – Quality Improvement
- Safety
- Customer Satisfaction
- Recruitment and Retention
- Response Time Performance
- Revenue Collection

Questions?



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Behavioral Health

TIME REQUIRED 10 minutes

PERSONS APPEARING BEFORE THE BOARD Robin Roberts or Amanda Greenberg

SUBJECT Approve Innovation Plan with Oversight and Accountability Commission

AGENDA DESCRIPTION:

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

Approve Technology Suite Innovation Plan with Mental Health Services Act Oversight and Accountability Commission. Using designated Innovation funding from the Mono County Behavioral Health's Mental Health Services Act funding to participate in a "Technology Suite Project" that is being spearheaded by Los Angeles County Mental Health. This project will develop technologies to increase access to services for those living in remote, isolated areas, as well as to college age students who may be suffering mental health issues, including early psychosis.

RECOMMENDED ACTION:

Approve County entry into proposed contract and authorize Board Chair to execute said contract on behalf of the County. Provide any desired direction to staff.

FISCAL IMPACT:

No impact to Mono County General Fund. \$85,000 of Mono County Behavioral Health's Mental Health Services Act Innovation Funds for this project.

CONTACT NAME: Robin Roberts

PHONE/EMAIL: 760-924-1740 / rroberts@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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[Staff Report](#)

[Innovation Plan with Los Angeles County Mental Health](#)

History

Time	Who	Approval
2/15/2018 5:10 AM	County Administrative Office	Yes
2/14/2018 3:20 PM	County Counsel	Yes
2/15/2018 8:26 AM	Finance	Yes



MONO COUNTY BEHAVIORAL HEALTH DEPARTMENT

COUNTY OF MONO

P. O. BOX 2619 MAMMOTH LAKES, CA 93546 (760) 924-1740 FAX: (760) 924-1741

To: Mono County Board of Supervisors
From: Robin K. Roberts, MFT, Behavioral Health Director
Date: January 29, 2018

SUBJECT:

Approve Mono County Behavioral Health Mental Health Services Act (MHSA) Innovation Plan to partner with Los Angeles County Mental Health with their Technology Suite Innovation Plan.

DISCUSSION:

This plan was brought before the Mono County Board of Supervisors on October 17, 2017. Since that time there have been two changes: 1. The amount of MHSA funding increased from \$50,000 to \$85,000 to increase our engagement and to spend the remaining Innovation funds in our FY 2009/2010 and FY 2010/2011 (prior years) appropriation. 2. This plan has a more defined scope: to develop technologies to increase access to services for those living in remote/isolated areas of Mono County and to increase access and provide early psychosis detection for college age students who reside in Mono County.

FISCAL IMPACT:

There is no Fiscal Impact to the Mono County General Fund \$85,000 of Mental Health Services Act Innovation Funding will be used for this project. These funds are the remainder of the Fiscal Year 2009/2010 and 2010/2011.

SUBMITTED BY:

Robin K. Roberts, Director Mono County Behavioral Health
760-924-1740



MONO COUNTY BEHAVIORAL HEALTH
MENTAL HEALTH SERVICES ACT (MHSA)

FY 2017-2020 INNOVATION PLAN:

INCREASING ACCESS TO MENTAL HEALTH SERVICES
AND SUPPORTS UTILIZING A SUITE OF
TECHNOLOGY-BASED MENTAL HEALTH SOLUTIONS



WELLNESS • RECOVERY • RESILIENCE

INN SECTION 1: PROJECT OVERVIEW

Innovation Defined

INN projects are novel, creative and/or ingenious mental health practices/approaches that contribute to learning and that are developed within communities through a process that is inclusive and representative, especially of unserved, underserved, and inappropriately served individuals....An Innovation project is defined, for purposes of these guidelines, as one that contributes to learning rather than a primary focus on providing a service. By providing the opportunity to “try out” new approaches that can inform current and future mental health practices/approaches in communities. To clarify, a practice/approach that has been successful in one community mental health setting cannot be funded as an INN project in a different community even if the practice/approach is new to that community, unless it is changed in a way that contributes to the learning process. Merely addressing an unmet need is not sufficient to receive funding.

Primary Problem

What primary problem or challenge are you trying to address? Please provide a brief narrative summary of the challenge or problem that you have identified and why it is important to solve for your community. Describe what led to the development of the idea for your INN project and the reasons that you have prioritized this project over alternative challenges identified in your county.

Mono County is a remote, rural county with a population of only 14,000. This population is spread over 3,000 square miles. Given the department’s limited resources and wide geographic spread, staff are challenged to provide consistent, high-quality services in all of Mono County’s outlying areas. Moreover, in the department’s 2017 Community Program Planning process, community members identified isolation and lack of social support/engagement as one of the county’s top three mental health needs, along with lack of access to services.

Additionally, Mono County Behavioral Health (MCBH) has identified a need for identification of onset of mental illness among transition age youth in the County. Local Cerro Coso Community College officials recently approached MCBH asking for greater engagement around mental health services.

In discussing the results of the needs assessment and community college discussions with the Mono County Behavioral Health Advisory Board (BHAB), Director Robin Roberts proposed joining other California counties in a technology-based Innovation project. The BHAB was excited about the prospect and offered its express support to pursue the project to help reduce isolation, increase access to services, and identify onset of mental illness sooner.

MCBH and its Advisory Board propose targeting two specific populations with this Innovation plan: 1) individuals in remote, isolated areas of the county who have less access to social support and mental health services; 2) students attending Cerro Coso Community College in Mammoth Lakes. MCBH estimates that the number of individuals served by this Innovation project will be approximately 350.

As LA County writes in its Innovation Plan:

“This project seeks to test out novel approaches to mental illness preemption and prevention, early relapse detection, outreach and engagement as well as the delivery of manualized therapeutic interventions and supportive services through technology-based mental health solutions, delivered by trained peers.

One of the primary objectives of the Mental Health Services Act is to identify and engage individuals with mental illness who are either un-served or under-served by the mental health system. The Los Angeles County Department of Mental Health, through the Mental Health Services Act, has funded outreach and engagement staff, Service Area Navigators, Promotores to outreach and engage individuals with mental health needs into mental health care. While these approaches have been effective, in order to make a greater impact in reducing the duration of untreated mental illness and disparities in mental health treatment, early detection, outreach and engagement strategies must evolve. This project seeks to test out the use of a set of technology tools to identify individuals who may need mental health care and to reach these individuals for whom we have not been successful in identifying or engaging through methods that have become increasingly relevant to specific populations.”

Proposed Project

Describe the Innovative Project you are proposing. Note that the “project” might consist of a process (e.g. figuring out how to bring stakeholders together; or adaptation of an administrative/management strategy from outside of the Mental Health field), the development of a new or adapted intervention or approach, or the implementation and/or outcomes evaluation of a new or adapted intervention. See CCR, Title 9, Sect. 3910(d).

Include sufficient details so that a reader without prior knowledge of the model or approach you are proposing can understand the relationship between the primary problem you identified and the potential solution you seek to test. You may wish to identify how you plan to implement the project, the relevant participants/roles, what participants will typically experience, and any other key activities associated with development and implementation.

A) Provide a brief narrative overview description of the proposed project

This project, implemented in multiple counties across California, will bring interactive technology tools into the public mental health system through a highly innovative set or “suite” of

applications designed to educate users on the signs and symptoms of mental illness, improve early identification of emotional/behavioral destabilization, connect individuals seeking help in real time, and increase user access to mental health services when needed. Counties will pool their resources through the Joint Powers Authority, CalMHSA, to jointly manage and direct the use of selected technology products.

Innovation serves as the vehicle and technology serves as the driver, promoting cross-county collaboration, innovative and creative solutions to increasing access and promoting early detection of mental illness and signs of decompensation, stopping the progression of mental illness and preventing mental illness all together.

In Mono County specifically, MCBH envisions accessing the components of the technology suite that meet the needs of the two target populations described above. The MCBH Director and MHSA Coordinator will be engaged in the development of the project and technology products to ensure that the applications created will improve social support/engagement, improve access to care, and identify early onset of mental illness among users in small rural communities. Additionally, the Mono County Director of Information Technology will be consulted on the project.

Following the development of the applications, MCBH plans to work with case managers and community partners at Cerro Coso to implement the products locally. In addition to participating in the broader multi-county evaluation, the department intends to add some locally specific learning goals and evaluation questions (outlined below). Finally, the MCBH Director has strong relationships with the leaders of this project and has been a partner in this project since its inception. When MCBH has concerns or questions, she will utilize these relationships and her role in the project to ensure that clarity is obtained.

B) Identify which of the three approaches specified in CCR, Title 9, Sect. 3910(a) the project will implement (introduces a practice or approach that is new to the overall mental health system; makes a change to an existing practice in the field of mental health; or applies to the mental health system a promising community-driven practice approach that has been successful in non-mental health contexts or settings).

This project introduces a practice or approach that is new to the overall mental health system.

C) Briefly explain how you have determined that your selected approach is appropriate. For example, if you intend to apply to mental health a practice from outside of mental health, briefly describe how the practice has been applied previously.

MCBH has determined that this approach is appropriate because it directly addresses the need for decreased isolation, increased social engagement, and increased access to services in remote,

rural Mono County. It also directly addressed the need for identification of early onset of mental illness.

Innovative Component

What are you doing that distinguishes your project from similar projects that other counties and/or providers have already tested or implemented?

Components of the Technology Suite

Accessible from a computer, cell phone or tablet utilizing customized applications for:

1. Digital detection of emotional, thought and behavioral disturbances through passively collected data and sophisticated analyses that sense changes in the user interface known to correlate with social isolation, depression, mania, the early psychotic (prodromal) syndrome, and other indicators of either the onset of new mental illness or the recurrence of a chronic condition. As concerning signals are detected, communication to the user is generated through texts, emails, peers or clinician outreach to prompt care.
2. A web-based network of trained and certified peers available to chat 24/7 with individuals (or their family members/caregivers) experiencing symptoms of mental illness. A link to the chatroom will be available through the LACDMH web and social media will be used to promote the service across Los Angeles County. Branding will stress the resource is as both a support and triage tool for anyone experiencing problems at any time, especially those unfamiliar with self-management techniques, confused or unclear about the available resources, or reluctant to visit a mental health clinic.
3. Virtual, evidence-based on-line treatment protocols using treatment algorithm-based avatars to deliver clinical care. By their nature as virtual tools, this client-provider interface is available 24/7 and can be accessed in the home, clinical settings, and mobile devices.

Overall Goals

1. Detect mental illness earlier, including depression, psychosis, and bipolar disorder.
 - In Mono County, detect mental illness earlier particularly among Mammoth Lakes Cerro Coso Community College students.
2. Intervene earlier to prevent mental illness and improve client outcomes.
 - In Mono County, intervene earlier particularly among Mammoth Lakes Cerro Coso Community College students.
3. Provide alternate modes of engagement, support and intervention.
 - In Mono County, provide alternate modes of engagement, support, and intervention among individuals living in remote, isolated areas.

Learning Goals/Project Aims

The broad objective of the Innovative Component of the MHSa is to incentivize learning that contributes to the spread of effective practices in the mental health system. Describe your learning goals/specific aims and how you hope to contribute to the spread of effective practices.

A) What is it that you want to learn or better understand over the course of the INN Project?

Overarching Learning Questions

Please note: the following list of learning questions has been adapted from the list of learning questions proposed by other partners participating in this multi-county Innovation plan. MCBH has added verbiage to make these learning questions more specific to its own local climate. This verbiage is noted in [brackets].

1. Will [community college students and] individuals [living in remote, isolated areas] either at risk of or who are experiencing symptoms of mental illness use virtual peer chatting accessed through a website or through a phone application?
2. Will [community college students and] individuals [living in remote, isolated areas] who have accessed virtual peer chatting services be compelled to engage in manualized virtual therapeutic interventions?
3. Will the use of virtual peer chatting and peer-based interventions result in users [from both target populations] reporting greater social connectedness, reduced symptoms and increases in well-being?
4. What virtual strategies contribute most significantly to increasing an individual's capability and willingness to seek support [among both target populations]?
5. Can passive data from mobile devices accurately detect changes in mental status and effectively prompt behavioral change in users [among community college students]?
6. How can digital data inform the need for mental health intervention and coordination of care [among community college students]?
7. What are effective strategies to reduce time from detection of a mental health problem to linkage to treatment [among both target populations, but especially among community college students]?
8. Can we learn the most effective engagement and treatment strategies for patients from passive mobile device data to improve outcomes and reduce readmissions?
9. Can mental health clinics effectively use early indicators of mental illness risk or of relapse to enhance clinical assessment and treatment [especially among community college students]?
 - a. [Can MCBH effectively use data from the community college population to design and implement PEI programs for college instructors and staff?]
10. Is early intervention effective in reducing relapse, reducing resource utilization and improving outcomes and does it vary by demographic, ethnographic, condition, intervention strategy and delays in receiving intervention [especially among community college students]?
11. Can online social engagement effectively mitigate the severity of mental health symptoms [especially among individuals living in remote, isolated areas]?
12. What are the most effective strategies or approaches in promoting the use of virtual care and support applications and for which populations?

Evaluation or Learning Plan

For each of your learning goals or specific aims, describe the approach you will take to determine whether the goal or objective was met.

Overall Approach to Evaluation

This project will be evaluated by tracking and analyzing passive data, reach of users, level of user engagement, changes in access to care and clinical outcomes. Furthermore, data from mobile devices would be analyzed to detect changes in mental status and responses to online peer support, digital therapeutics and virtual care. Continuous assessment and feedback would drive the interventions. Specific outcomes are listed below.

Please note that as with the learning questions, the following list of evaluation outcomes has been adapted from the list of evaluation outcomes proposed by other partners participating in this multi-county Innovation plan. MCBH has added verbiage to make these evaluation outcomes more specific to its own local climate. This verbiage is noted in [brackets].

1. Increased purpose, belonging and social connectedness for users [especially for individuals living in remote, isolated areas].
2. Increased ability for users to identify cognitive, emotional and behavioral changes and act to address them [among both target populations].
3. Increases in quality of life, as measured objectively and subjectively (by user and by indicators such as activity level, employment, school involvement, etc.) [among both target populations].
4. For high utilizers of inpatient or emergency services, decreases in utilization for those services.
5. Reduced stigma of mental illness as reported by user [among both target populations].
6. Comparative analyses of population level utilization data [in Mono County] over the life of the project to determine impact on various types of service utilization.
 - a. [Reach of technology products (number of users, demographics of users) in Mono County.]
7. For clients with particular sorts of biomarkers (characteristics identified either through history or digital phenotyping analysis), how many clients respond well to treatment options identified through this project?
8. What is the role of this technology as a source of information that can help guide the interventions provided by mental health clinicians [at MCBH]?
9. Examine penetration or other unmet need metrics to understand how the technology suite has impacted [MCBH's] ability to serve those in need.

User outcomes will be measured by analyzing retrospective and prospective utilization of hospital resources from claims data and medical records data. The analysis will incorporate disease risk stratification, digital phenotype and digital biomarker measurement, type of intervention and delay in receiving care. Quality of life impact will include school grades, graduation rates, job retention, absenteeism and presenteeism.

MCBH will participate in the Innovation plan evaluation primarily by contributing data to the evaluation experts who will be leading this evaluation. The MCBH MHSA Coordinator will ensure that Mono County's evaluation needs are articulated in the multi-county evaluation plan that is developed, and that the department is able to access County-level data on the target populations served.

INN SECTION 2: ADDITIONAL INFORMATION FOR REGULATORY REQUIREMENTS

Contracting

If you expect to contract out the INN project and/or project evaluation, what project resources will be applied to managing the County's relationship to the contractor(s)? How will the County ensure quality as well as regulatory compliance in these contracted relationships.

Counties will pool their resources through the Joint Powers Authority, CalMHSA, to jointly manage and direct the use of selected technology products. Specifically in Mono County, MCBH's MHSA Coordinator and Fiscal Services Officer will coordinate with CalMHSA to ensure regulatory compliance. The MCBH Director and MCBH MHSA Coordinator will participate as a partner in selecting technology companies and steering the development of the applications.

Certifications

A) Adoption by County Board of Supervisors. Please present evidence to demonstrate that your County Board of Supervisors has approved the proposed project.

Evidence may include explicit approval as a stand-alone proposal or as part of a Three-Year Plan or Annual Update; or inclusion of funding authority in your departmental budget.

To be added following BOS meeting.

B) Certification by the County mental health director that the County has complied with all pertinent regulations, laws, and statutes of the Mental Health Services Act (MHSA).

Welfare and Institutions Code (WIC) 5847(b)(8) specifies that each Three-Year Plan and Annual Update must include "Certification by the county behavioral health director, which ensures that the county has complied with all pertinent regulations, laws, and statutes of the Mental Health Services Act, including stakeholder participation and nonsupplantation requirements."

To be added following public comment period.

C) Certification by the County mental health director and by the County auditor-controller if necessary that the County has complied with any fiscal accountability

requirements, and that all expenditures are consistent with the requirements of the MHSA.

WIC 5847(b)(9) specifies that each Three-Year Plan and Annual Update must include “Certification by the county behavioral health director and by the county auditor-controller that the county has complied with any fiscal accountability requirements as directed by the State Department of Health Care Services, and that all expenditures are consistent with the requirements of the Mental Health Services Act.”

To be added following public comment period.

Additionally, Mono County has submitted all required ARERs to the MHSOAC.

Community Program Planning

Please describe the County’s Community Program Planning process for the Innovative Project, encompassing inclusion of stakeholders, representatives of unserved or under-served populations, and individuals who reflect the cultural, ethnic and racial diversity of the County’s community.

MCBH combined its Community Program Planning (CPP) process for its Innovation Plan with the CPP for its 2017-2020 MHSA Three-Year Plan. Please see the [Community Program Planning](#) section of the Three-Year Plan for a complete summary of the CPP process used and community members who participated. Through this process, many critical needs were identified and potential community solutions proposed. In the Community Survey, for example, participants were invited to share innovative program ideas (see [MHSA Community Survey Results](#)). MCBH is still assessing the feasibility of some of these ideas for future Innovation projects. Many other needs that arose through the CPP process could be met through smaller scale interventions based upon proven practices that fall into other MHSA funding categories

For this Innovation Plan, MCBH decided to join counties across California in implementing technology-based strategies that will meet the needs identified by community members (isolation, social engagement, access to services).

- The Behavioral Health Advisory Board first discussed this plan on October 30, 2017 and approved the plan on January 22, 2018.
- The public comment period for this Innovation plan took place from January 20, 2018 to February 18, 2018.
- The plan will be taken before the Mono County Board of Supervisors on February 20, 2018.

Primary Purpose

Select one of the following as the primary purpose of your project.

- a) Increase access to mental health services to underserved groups**

- b) Increase the quality of mental health services, including measurable outcomes**
- c) Promote interagency collaboration related to mental health services, supports, or outcomes
- d) Increase access to mental health services

MHSA Innovative Project Category

Which MHSA Innovation definition best applies to your new INN Project (select one):

- a) Introduces a new mental health practice or approach.**
- b) Makes a change to an existing mental health practice that has not yet been demonstrated to be effective, including, but not limited to, adaptation for a new setting, population or community.
- c) Introduces a new application to the mental health system of a promising community-driven practice or an approach that has been successful in a non-mental health context or setting.

MHSA General Standards

Using specific examples, briefly describe how your INN Project reflects and is consistent with all potentially applicable MHSA General Standards set forth in Title 9 California Code of Regulations, Section 3320. (Please refer to the MHSOAC Innovation Review Tool for definitions of and references for each of the General Standards.) If one or more general standard could not apply to your INN Project, please explain why.

The services that will result from this Innovation project will reflect and be consistent with all the MHSA General Standards. All services will be culturally and linguistically competent. We will advocate for all tools in the suite to include Spanish (our only threshold language). In addition, we will advocate for the tools to provide culturally-sensitive services to all clients in an effort to support optimal outcomes. Services will be client and family driven, and follow the principles of recovery, wellness, and resilience. These concepts and principles of recovery incorporate hope, empowerment, self-responsibility, and an identified meaningful purpose in life. Services will be recovery oriented and promote consumer choice, self-determination, flexibility, and community integration, to support wellness and recovery. Evaluation activities will collect information on these demographics to identify if services are effective across these diverse cultural and ethnic populations.

Continuity of Care for Individuals with Serious Mental Illness

Will individuals with serious mental illness receive services from the proposed project? If yes, describe how you plan to protect and provide continuity of care for these individuals when the project ends.

It is MCBH's hypothesis that individuals with serious mental illness (SMI) will receive enhanced services as a direct result of the proposed project. At the end of this Innovation project, MCBH will ensure that if the project is successful in the county that individuals will have continued access to the applications developed through this project. MCBH foresees funding the program through a combination of CSS and PEI dollars.

Cultural Competence and Stakeholder Involvement in Evaluation

Explain how you plan to ensure that the Project evaluation is culturally competent and includes meaningful stakeholder participation.

MCBH will be working with evaluation experts from much larger counties to ensure that the project evaluation is culturally competent and includes meaningful stakeholder participation. In Mono County, the process of involving stakeholders will start with the BHAB and move out into wider circles from that point.

Innovation Project Sustainability

Briefly describe how the County will decide whether and how to continue the INN Project, or elements of the Project, without INN Funds following project completion.

Analytics associated with the suite of technology services, coupled with a comprehensive evaluation, will inform actions taken by the Department at the conclusion the project. Factors to be taken into account will include user satisfaction and outcomes, the state of technology at the conclusion of the project and the overall effectiveness of these tools for specific populations. As mentioned above, MCBH plans to transition the program to CSS and PEI funding sources.

Communication and Dissemination Plan

Describe how you plan to communicate results, newly demonstrated successful practices, and lessons learned from your INN Project.

A) How do you plan to disseminate information to stakeholders within your county and (if applicable) to other counties? How will program participants or other stakeholders be involved in communication efforts?

The Department, as part of a multi-county effort, will share learning as it is occurring internally within the Department and County and externally throughout California. The Department will also participate in cross-county learning opportunities supported by the Mental Health Services Oversight and Accountability Commission or its partner organizations.

Impact, reach, implementation status and outcomes will be documented in Annual Updates and MHSA 3 Year Program and Expenditure Plans. In addition, MCBH and its partner counties will seek to present the project and its outcomes throughout the project at statewide conferences,

meetings and perhaps at relevant national conferences. Finally, there may be opportunity to partner on articles submitted to peer-reviewed journals.

Timeline

The projected timeframe is as follows but, due to the innovative nature of this project, actual implementation steps may deviate in terms of sequence and/or timeframes.

Please note that as with the learning questions and evaluation outcomes, this timeline was created by the partner counties collaborating on this project. Additions to this timeline that are specific to Mono County are in orange font.

October – December 2017	Review and selection of technology company(s)
December, 2017	Selection and awarding of contract
January, 2018	Creation of a technology suite steering committee comprised of family members, clients (including a transition age youth client), Department Information Technology staff and other stakeholders that provide feedback on implementation and guide use and scaling of project, as well as shaping the evaluation. This committee will also make recommendations on the use of the technology suite in clinical settings and the role of the services within the county’s mental health system of care.
February, 2018	Launch of virtual services on the Department’s website. Mono County officially joins project with an approved Innovation plan.
March – April 2018	Identify analytics to be collected and reported on, including developing reporting framework.
March 2018 – June 2018	Launch of virtual services through identified strategic access points, including schools, libraries, NAMI, client run organizations, social media, senior centers, etc. focused on tablet, smart phone or desktop/laptop computer. In Mono County, virtual services are launched specifically at Cerro Coso Community College in Mammoth Lakes and case managers start working with clients in remote areas to build buy-in around and implement applications.

March 2018–August 2018 Development, testing and implementation of digital phenotyping (deliverable #2) and introduction of technology-based mental health solutions to users via schools, social media, and other key community organizations.

FY 2018-2019 Development, testing and implementation of deliverable 2, including identifying key access points.

Mono County continues implementation and participates in evaluation.

INN SECTION 3: INN PROJECT BUDGET AND SOURCE OF EXPENDITURES

Budget Narrative:

Mono County will contribute a total of \$85,000 to this multi-county Innovation Project over the course of 17 months. Should Mono County need an extension or should this amount change, MCBH will follow all Innovation rules and regulations to update the plan and receive approval. These funds will be drawn from FY 2009-2010 and FY 2010-2011. As described in the budget table below, the funds will be divided between personnel costs, travel, technology, and administrative costs.

- Personnel costs include planning and implementation by the MCBH Director, MCBH MHSA Coordinator, Mono County Director of Information Technology, and MCBH case managers implementing the technology at the client level.
- Travel costs include travel for the MCBH Director and MHSA Coordinator for planning and implementation meetings.
- Technology costs constitute MCBH’s contribution to the development of the technology suite. The department anticipates purchasing access to the products that meet the needs of the target population identified in this plan (individuals in remote/isolated areas and college age students).
- Administrative costs include the fee paid to CalMHSA (five percent of the total for each fiscal year) to oversee the multi-county administrative and financial components of the project.

Budget by Fiscal Year and Category:

Expenditures	FY 17/18 (5 months)	FY 18/19 (12 months)	Total (17 months)
<i>Personnel Costs: Salaries</i>	\$5,600	\$11,400	\$17,000
<i>Operating Costs: Travel</i>	\$2,800	\$5,700	\$8,500
<i>Non-Recurring Costs: Technology</i>	\$18,200	\$37,050	\$55,250
<i>Administrative Costs: CalMHSA</i>	\$1,400	\$2,850	\$4,250
Total Innovation Budget	\$28,000	\$57,000	\$85,000



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: CAO/Finance/County Counsel

TIME REQUIRED 10 Minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

SUBJECT Memorandum of Understanding with
Public Safety Officers' Association

AGENDA DESCRIPTION:

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

Proposed Memorandum of Understanding with the Mono County Public Safety Officers' Association and two associated side letters.

RECOMMENDED ACTION:

Adopt proposed resolution approving Memorandum of Understanding and associated side letters with the Mono County Public Safety Officers' Association. Provide any desired direction to staff.

FISCAL IMPACT:

The incremental fiscal impact for each year of the agreement is \$55,348 for 2018, \$55,882 for 2019, \$70,004 for 2020, \$67,696 for 2021, and \$65,640 for 2022.

CONTACT NAME: Stacey Simon

PHONE/EMAIL: 760-924-1704 / ssimon@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Resolution
<input type="checkbox"/> MOU with Public Safety Officers
<input type="checkbox"/> Exhibit A
<input type="checkbox"/> Matrix
<input type="checkbox"/> Exhibit B
<input type="checkbox"/> Side letter - Cafeteria Plan

History

Time	Who	Approval
2/15/2018 5:13 AM	County Administrative Office	Yes
2/15/2018 12:14 PM	County Counsel	Yes
2/15/2018 9:44 AM	Finance	Yes



County of Mono

County Administrative Office

Leslie L. Chapman
County Administrative Officer

Tony Dublino
Assistant County Administrative Officer

Dave Butters
Human Resources Director

Jay Sloane
Risk Manager

To: Honorable Board of Supervisors

From: Dave Butters, Director of Human Resources

Date: February 20, 2018

Subject: Proposed MOU for the Public Safety Officers Association

Recommendation:

Adopt the proposed MOU with the Mono County Public Safety Officers Association.

Fiscal Impact:

The fiscal impact is, \$55,348 for 2018, \$55,882 for 2019, \$70,004 for 2020, \$67,696 for 2021, and \$65,640 for 2022.

Discussion:

Beginning in September 2017 Mono County and the Public Safety Officers Association (PSO) began negotiations for a new Memorandum of Understanding (MOU) defining the terms and conditions of employment. These negotiations concluded in February 2018. The previous MOU had expired on 12/31/15.

Members of the PSO negotiating team were Nick Way and Krystyl Hansen and the County was represented by Leslie Chapman, Janet Dutcher, Ingrid Braun, Stacey Simon, Anne Larson, and Dave Butters.

Subjects of these negotiations included reduction of long term unfunded liabilities such as sick leave and vacation, as well as adjustments to base pay and step progression to help with retention and recruitment of officers. Changes to the model for medical insurance premiums to help reduce County costs while providing employees with affordable coverage options. This tentative agreement is for a 5-year term (January 1, 2018 through December 31, 2022).

A tentative agreement was reached between the negotiating teams and PSO membership voted to approve the agreement in February 2018. This agreement was structured in a way to provide general direction and a framework for future negotiations with other County bargaining units.

Some of the highlights of this agreement are:

- A 7.5% market equity adjustment to base pay
- COLA adjustments in the last 4 years of the agreement (2019-2022)
- Reduction in shift differential pay from 7.5% for nights and 5% for relief to 6% and 4% respectively
- Return to annual pay step increases
- Reduction in uniform allowance from \$1,000/year to \$600/year
- Service credit for sick leave balance upon separation
- Holiday pay reduction from 10% to 7%
- Employee medical insurance contribution of 5% for PORAC, 20% for other PERS medical options
- Initiate education incentive pay with a 5% cap

For questions, please call Dave Butters at 760 932-5413 or email dbutters@mono.ca.gov



R18-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS ADOPTING AND APPROVING
A MEMORANDUM OF UNDERSTANDING
AND SIDE LETTERS
BETWEEN THE COUNTY AND THE
PUBLIC SAFETY OFFICERS' ASSOCIATION**

WHEREAS, the Mono County Board of Supervisors has the authority under section 25300 of the Government Code to prescribe the compensation, appointment, and conditions of employment of county employees; and

WHEREAS, the County is required by the Meyers-Milias-Brown Act (sections 3500 et seq. of the Government Code) to meet and confer with recognized employee organizations before changing the terms and conditions of employment applicable to the employee classifications represented by those organizations; and

WHEREAS, County representatives and the Mono County Public Safety Officers' Association (the "Association") met, conferred, and reached mutually-acceptable terms for a proposed Memorandum of Understanding (MOU), a copy of which is attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, County and Association representatives additionally met, conferred, and reached mutually-acceptable terms for two (2) side letters to the MOU, copies of which are attached hereto as Exhibit B and incorporated herein by this reference;

NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF MONO RESOLVES that:

SECTION ONE: The proposed Memorandum of Understanding between the County of Mono and the Association, a copy of which is attached hereto as Exhibit A – effective for the period of January 1, 2018 through December 31, 2022 – is hereby ratified, adopted and approved.

SECTION TWO: Two (2) side letters to the MOU, copies of which are attached hereto as Exhibit B are hereby ratified, adopted and approved.

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MEMORANDUM OF UNDERSTANDING

BETWEEN

COUNTY OF MONO

AND

MONO COUNTY PUBLIC SAFETY OFFICERS' ASSOCIATION



January 1, 2018 through December 31, 2022

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ARTICLE 1. DEFINITIONS AND PURPOSES

A. Purpose

It is the purpose of this Memorandum of Understanding (“MOU”) to promote and provide for continuity of operations and employment through harmonious relations, cooperation and understanding between management and the employees covered by this MOU; to provide an established, orderly and fair means of resolving any misunderstandings or differences which may arise from the provisions of this MOU, and to set forth the understanding reached between the parties as a result of good faith negotiations on the matters set forth herein.

B. Definitions

The terms used in this MOU shall have the following definitions unless the terms are otherwise defined in specific articles hereof:

1. "Association" means the Mono County Public Safety Officers' Association.
2. "Base rate of pay" means the employee's current step hourly rate of pay as identified in Appendix "A".
3. "Compensatory time off" or "CTO" is typically time off in lieu of overtime pay. Unless otherwise provided, one and one-half (1 ½) hours of CTO is earned for each hour of overtime worked. CTO may be earned in other circumstances as described in this MOU.
4. "County" means the County of Mono.
5. "Employee" means a full-time employee covered by this MOU. Retired annuitants and part-time employees are not Employees.
6. "MOU" means this Memorandum of Understanding between the Association and the County.
7. "Regular rate of pay" means the base hourly rate of pay plus any additional amounts required by the Fair Labor Standards Act (FLSA) to be included in the regular rate, for which the employee qualifies under this MOU.
8. "Retiree" means a former County employee whom CalPERS considers to be a County retiree/annuitant but who is not a post-retirement health beneficiary as described below.
9. "Post-retirement health beneficiary" means a Retiree who, for purposes of Article 15 of this MOU:

- was hired prior to January 1, 1986, was age fifty (50) or older and held permanent employment status on their date of retirement, and accrued at least five (5) years continuous service with the County immediately preceding their date of retirement, unless they at any time prior to retirement opted to participate in the County's Section 401(a) Plan; or
- was hired after December 31, 1985 and before July 1, 1987, was age fifty (50) or older and held permanent employment status on their date of retirement, and accrued at least ten (10) years continuous service with the County immediately preceding their date of retirement unless they at any time prior to retirement opted to participate in the County's Section 401(a) Plan; or
- was hired after June 30, 1987 and before January 1, 1995, was age fifty (50) or older and held permanent employment status on their date of retirement, and accrued at least fifteen (15) years continuous service with the County immediately preceding their date of retirement unless they at any time prior to retirement opted to participate in the County's Section 401(a) Plan; or,
- was hired after December 31, 1995, and before May 1, 2001, was age fifty (50) or older and held permanent employment status on their date of retirement, and accrued at least twenty (20) years continuous service with the County immediately preceding their retirement, unless they at any time prior to retirement opted to participate in the County's Section 401(a) Plan.

ARTICLE 2. TERM

This MOU shall be in effect from January 1, 2018, through 12:00 midnight on December 31, 2022.

ARTICLE 3. RECOGNITION

The County recognizes the Association as the exclusive representative for full-time Employees in the bargaining unit comprised of Public Safety Officer, Public Safety Sergeant and Public Safety Lieutenant.

ARTICLE 4. NON-DISCRIMINATION AND ASSOCIATION RIGHTS

The County recognizes all legal rights of all Employees including the right to join and participate in the activities of the Association and to exercise all rights expressly and implicitly described in Section 3500 et seq. of the California Government Code, the Meyers-Milias-Brown Act ("MMBA"). The County shall not intimidate, restrain, coerce or discriminate against any Employee because of the exercise of any such rights.

There shall be no unlawful discrimination based on an Employee's race, religious creed, color, national origin, ancestry, sex, age, sexual orientation, marital status, gender identity, gender expression, genetic characteristics or information, military or veteran's status and/or any other category protected by federal and/or state law. In addition, the County shall not retaliate because of the employee's opposition to a practice the employee reasonably believes to constitute employment discrimination or harassment or because of the employee's participation in an employment investigation, proceeding, hearing or legitimate employee organization activities. Employees who believe they have been harassed, discriminated against, or retaliated against, should report that conduct to the County and the County will investigate those complaints.

ARTICLE 5. SALARY SCHEDULE

- A. The salary schedule shall consist of five (5) steps, each step shall be equivalent to five percent (5%) above the prior step. Advancement of steps shall be automatic upon the Employee's anniversary date and a satisfactory annual evaluation. No time worked while step increases were frozen, either pursuant to a previously-adopted MOU and/or Imposed Terms and Conditions, shall be counted for purposes of determining any step increases provided pursuant to this MOU.
- B. Employees are required to utilize direct deposit of their payroll checks.
- C. Notwithstanding anything to the contrary in the Personnel Rules, all current Employees who have not received a step increase since prior to January 1, 2017, who received a satisfactory annual evaluation, shall advance one step effective January 1, 2018. Those Employees shall have their anniversary date reset to January 1 for the purpose of step increases only. Any Employee who has not been employed for more than a year, or who advanced a step between January 1, 2017 and the date this MOU is executed, shall advance one step on their regular anniversary date, provided they receive a satisfactory annual evaluation.
- D. Employees will submit their timesheets and any other data and information needed by the Finance Department for purposes of payroll processing by such deadlines as the Finance Director may set.

ARTICLE 6. SALARY

Effective January 1, 2018, all classifications shall receive an equity adjustment of seven and one-half percent (7.5%).

Effective January 1, 2019, all classifications shall receive a cost of living adjustment of two percent (2%).

Effective January 1, 2020, all classifications shall receive a cost of living adjustment of two percent (2%).

Effective January 1, 2021, all classifications shall receive a cost of living adjustment of two percent (2%).

Effective January 1, 2022, all classifications shall receive a cost of living adjustment of two percent (2%).

ARTICLE 7. HOLIDAY PAY

In lieu of receiving holidays off, Employees shall receive holiday incentive pay in the amount of seven percent (7%) of their base rate of pay.

ARTICLE 8. LONGEVITY PAY

A. Employees who were already receiving longevity pay as of October 1, 2012, will continue to receive longevity pay but the percentage amount of such pay shall be frozen and shall not increase.

B. Employees who were not already receiving longevity pay as of October 1, 2012, shall not be eligible to earn or receive longevity pay at any future date.

ARTICLE 9. PERS BENEFITS

A. Retirement Formula

Tier 1: Employees hired prior to December 27, 2012, who are Classic Members as defined by CalPERS, shall receive 3% at 50 safety retirement benefits, highest twelve (12) month average final compensation period. These Members shall pay nine percent (9%) of the CalPERS Employee's contribution on a pre-tax basis.

Tier 2: Employees hired on or after December 27, 2012, who are Classic Members as defined by CalPERS, shall receive 3% at 55 safety retirement benefits, highest thirty-six (36) month average final compensation period. These Members shall pay nine percent (9%) of the CalPERS Employee's contribution on a pre-tax basis.

Tier 3: Employees hired on or after January 1, 2013, who are New Safety Members, as defined by CalPERS, shall receive 2.7% at 57 safety retirement benefits, highest thirty-six (36) month average final compensation period. These Members shall pay half of the total normal cost of the retirement plan as determined annually by CalPERS on a pre-tax basis.

B. Survivor Benefit

The County shall continue to provide Employees with the PERS "Level IV" Survivor

Benefit. Any expense to an Employee as a result of this benefit shall be paid by the County to PERS in the Employee's name.

C. Military Service Credit

The County amended its contracts with PERS to provide the option under Section 21024 (military service credit as public service) at no cost to the County.

ARTICLE 10. HEALTH INSURANCE AND DISABILITY BENEFITS

A. Health Insurance

Each Employee and his or her dependents are entitled to health care benefits as provided in this Article and Articles 11 and 12.

"Health care benefits" means the medical, dental, and eye-care benefits provided to Employees and their dependents by the County pursuant to this Agreement.

The County contracts with CalPERS medical insurance for all Employees. The County shall continue to pay only the statutory amount prescribed by Government Code section 22892 per Employee per month for medical insurance, which amount shall not increase.

B. Disability Insurance

The County shall enroll Employees in the State Disability Insurance (SDI) program at County expense. When an Employee has filed a disability claim and is receiving disability benefits pursuant to the SDI program, the County shall continue paying:

1. Monthly contributions into the Cafeteria Plan based on the Employee's applicable tier (See Article 13); and
2. The medical portion of Social Security.

ARTICLE 11. DENTAL CARE PLAN

The County shall provide all Employees and their dependents with the County dental plan. The current County dental care plan shall be the minimum base coverage.

ARTICLE 12. VISION CARE PLAN

The County shall provide all Employees and their dependents a vision care plan. The current Vision Care Plan C shall be the minimum base coverage.

ARTICLE 13. CAFETERIA PLAN

Effective January 1, 2019, for Employees enrolled in PORAC medical insurance, the County will contribute into the cafeteria plan an amount equal to ninety-five percent

(95%) of the PORAC premium for the coverage tier in which the Employee is enrolled (i.e., single, two-party, or family), minus the statutory amount prescribed by Government Code section 22892 paid by the County directly to PERS.

Effective January 1, 2019, for Employees enrolled in CalPERS medical coverage other than PORAC, the County will contribute into the cafeteria plan an amount equal to eighty percent (80%) of the PERS Choice premium for the coverage tier in which the Employee is enrolled, minus the statutory amount prescribed by Government Code section 22892, which the County shall pay directly to PERS.

ARTICLE 14. ASSUMING DUTIES ENTAILING GREATER RESPONSIBILITY

A. Greater Responsibility

If an Employee assumes the duties of a position entailing greater responsibility than his or her regularly assigned position, that Employee shall receive a five percent (5%) increase in pay, or the same rate of pay due the "A" step of the higher classification, whichever is higher, during the time the Employee carries out the other duties.

B. Provisions

The provisions of this Article are operative only when all of the following conditions occur:

1. Written direction has been given to the Employee to assume the other duty by the Employee's department head or by a person so authorized by the department head.
2. The assumption of duties entailing greater responsibility must be taken for a period of one (1) work week (or 40 hours) in order for the provisions of this Article to apply. The initial work week shall not be included in the increased pay calculations.
3. The position assumed has a job description in the most recent job classification and salary survey adopted by the Board of Supervisors.

ARTICLE 15. HEALTH BENEFITS FOR RETIREES AND POST-RETIREMENT HEALTH BENEFICIARIES

A. Post-Retirement Health Beneficiaries

1. Post-retirement health beneficiaries who are not yet eligible for Medicare who enroll in CalPERS medical insurance shall receive a flexible credit allowance paid through the County's cafeteria plan equal to the amount paid into the cafeteria plan for active employees under Article 13. In other

words, the amount of the credit allowance will vary as the County's contribution to the cafeteria plan for its active employees varies, and subject to the same limitations or qualifications (e.g., coverage tier). This amount does not include the statutory amount prescribed by Government Code section 22892 per month paid by the County directly to PERS.

2. Post-retirement health beneficiaries who are eligible for Medicare who enroll in CalPERS medical insurance shall receive a flexible credit allowance paid through the County's cafeteria plan equal to the monthly amount of the PERS Choice Medicare Supplement premium or the monthly premium amount of the plan in which the post-retirement health beneficiary is enrolled, whichever is less, based on the residency and coverage tier in which the post-retirement health beneficiary is enrolled. This amount does not include the statutory amount prescribed by Government Code section 22892 per month paid by the County directly to PERS.
3. In the event a post-retirement health beneficiary and his or her dependent are not both Medicare-qualified, then the qualified individual shall enroll in Medicare and the flexible credit allowance paid into the cafeteria plan on their behalf shall not exceed the amount described in A.1.
4. Post-retirement health beneficiaries and one dependent (as defined in the dental and eye-care insurance policies) shall be provided the same dental and eye-care benefits provided to Employees in Article 10.
5. Any health benefits after retirement under this paragraph A will be the same as benefits for active employees. In other words, all benefits will change as the benefits of active employees change.

B. Retirees

Retirees hired on or after May 1, 2001, who enroll in CalPERS medical insurance shall receive the statutory amount prescribed by Government Code section 22892 per month paid directly by the County to PERS.

ARTICLE 16. WORKSITE INSPECTION

A. Safe Worksites

The County shall provide reasonable safety programs and annual on-site safety inspections in order to assure safe worksites for Employees. Department heads shall schedule the safety programs and annual onsite worksite inspections. Written complaints shall be filed with the Sheriff and copies shall be transmitted by Employees who file them to the President of the Association. Should a complaint be unresolved by the Sheriff, an appeal of the matter shall be heard by the Worksite Safety Advisory Committee, which shall make its recommendation to the Board of Supervisors for a final decision.

B. Safety Advisory Committee

The Worksite Safety Advisory Committee shall be established as the need arises, and will consist of the County's designated risk manager, one member designated by the Association, and one member appointed by the other two members.

ARTICLE 17. COURT APPEARANCE

Off-duty court time for the purpose of testifying to facts that occurred in the course and scope of the Employee's employment will be paid at the rate of one and one-half (1-1/2) times the Employee's regular rate of pay with a minimum of four (4) hours. Any off-duty time required to appear in court in excess of the four (4) hours in one (1) day shall be compensated at one and one-half (1-1/2) times the Employee's regular rate of pay. This applies to hours that are non-contiguous to the Employee's regular duty hours.

If an Employee receives notice not to appear for a scheduled court appearance after the end of the Employee's last previous work shift and before leaving to attend court, then the Employee will receive one hundred dollars (\$100.00) for the court cancelation.

ARTICLE 18. CALL-IN

A. An Employee who is called in to work outside of his or her normal work shift shall be paid at the rate of one and one-half (1-1/2) times the Employee's regular rate of pay with a minimum of four (4) hours. Any time required in excess of the four (4) hours shall be compensated at one and one-half (1-1/2) times the Employee's regular rate of pay. The provisions of this Article do not apply to extended shifts.

B. If the call-in occurs during a night or utility shift, the Employee shall receive the applicable shift differential pay.

ARTICLE 19. SHIFT DIFFERENTIAL PAY

A. Night Shift 1830 to 0630 hours

Each Employee shall receive a pay differential of six percent (6%) of base pay in addition to his or her base hourly pay for working night shift. Any Employee who works overtime in continuation of the night shift shall continue to receive the shift differential each hour of overtime worked.

B. Utility Shift

Utility shift is defined as any combination of day and night shifts scheduled in advance for a month. Utility shifts will be designated in advance by the Sheriff or his or her designee at his or her direction. Each Employee shall receive a pay differential of four

percent (4%) of base pay when working a utility shift. Any Employee who works overtime in continuation of a utility shift shall continue to receive the shift differential each hour of overtime worked. If an Employee working a utility shift is moved to a night shift for a period covering two complete biweekly pay cycles, then that Employee will be redefined as working night shift and shall receive the night shift differential for those pay cycles.

ARTICLE 20. CALCULATION OF OVERTIME

A. Calculation of Overtime

It is understood that all hours worked over 80 hours in the work period will be considered and paid as overtime. Overtime shall be paid at one and one-half (1 ½) times the Employee's regular rate of pay or credited at one and one-half (1 ½) hours of compensatory time off (CTO) per excess hour. Work Time is defined as all time physically on the job (including travel time for training) as well as: sick time-off using earned sick time and/or pre-approved time-off taken as vacation and/or CTO.

B. Accumulation of Compensatory Time

Employees may accumulate up to two hundred (200) hours of CTO as of December 31st of each year, at which point they will be paid off for any hours in excess of 200 (i.e., Employees may accumulate more than 200 hours during the year).

C. Travel Time

Generally, travel time to and from work does not constitute hours worked. This is true whether the Employee works at a fixed or at different job sites. However, time spent in travel during the workday must be counted as hours worked when it is related to the Employee's job. Further, travel time that occurs in addition to regular working hours is considered hours worked if it is performed pursuant to the County's instructions. The rate of pay for such additional travel time shall be five dollars (\$5.00) per hour. It is the intent of this paragraph that this rate of pay apply only to travel time for travel related to seminars and/or education.

- (1) One-Day Travel Out of Town: All travel time of an Employee sent out of town by the County on a special one-day assignment shall be counted as hours worked, except any time spent traveling by the Employee between his or her home and the terminal or a common carrier when such carrier is used to transport the Employee. Also excluded from hours worked shall be the Employee's usual meal time.
- (2) Overnight Travel Out of Town: If an Employee's duties require him or her to travel out of town overnight, travel time during his or her normal working hours (on both normal working days and days

that are normal days off) is counted as hours worked, except that the Employee's usual meal time is not counted as hours worked.

- (3) Use of Private Automobile on Travel Out of Town: If an Employee is offered public transportation, but requests permission to drive his or her own car instead, the County may count as hours worked either the time spent driving the car or the time it would have had to count as hours worked during working hours if the employee had used public transportation.
- (4) Work Performed While Traveling: If an Employee performs required work while traveling, the time involved must be counted as hours worked, except during the Employee's usual meal periods.

ARTICLE 21. UNIFORMS AND CLOTHING

A. Uniforms for New Employees

Upon hire, each new Employee will be reimbursed up to five hundred dollars (\$500.00) for the purchase of uniforms and equipment upon presentation of receipts. Alternatively, each new Employee may request, and the County shall provide, a store credit of five hundred dollars (\$500.00) or the balance thereof for the purchase of uniforms and equipment from a vendor(s) selected by the County. Should a new Employee not complete twelve (12) months of service as a public safety officer, the County may recover \$40.00 per month from that Employee for each month of service not completed up to the 12th month, which shall be deducted from the Employee's final paycheck.

B. Uniform Maintenance Allowance

Commencing on the July 1 that is at least six (6) months following the Employee's date of hire, Employees will be reimbursed up to six hundred dollars (\$600.00) per fiscal year, for the purchase and/or maintenance of uniforms and equipment upon presentation of receipts. Alternatively, commencing that same date, each Employee may request, and the County shall provide, an annual store credit of six hundred dollars (\$600.00) or the balance thereof for the purchase and maintenance of uniforms and equipment from a vendor(s) selected by the County. Employees shall be responsible for the replacement and maintenance of their uniforms. Any uniform damaged within the course and scope of employment shall be replaced or repaired at no cost to the Employee. The determination whether a uniform should be repaired or replaced shall be made by the Sheriff or Undersheriff.

C. Property of County

All insignia and equipment issued to Employees shall be returned to the Mono County Sheriff's Department in good condition, ordinary wear and tear excepted, prior to receipt of the Employee's final paycheck. Any change or addition to the existing uniform which is ordered by the Sheriff's Department shall be at the County's expense.

ARTICLE 22. EQUIPMENT

The County shall provide Employees with the following equipment, and thereafter replace or repair such equipment when deemed necessary by the Sheriff's Office:

- Cold Weather Jacket
- Handcuffs and Handcuffs Case
- Flashlight and Holder, Batteries, and Bulb
- Ammunition & Gun Cleaning Supplies
- Protective Ear & Eye Wear for Range
- Pepper Spray and Holder (after training)
- Sam Browne Duty Belt
- Duty Weapon, Holster, and Magazines (after training)
- ASP Baton & Holder (after training)
- Taser & Holster (after training)
- Ballistic Vest (up to 4 will be purchased per year, to be assigned at the discretion of the Sheriff to four Employees who have successfully completed probation)
- Snowsuit for Snowmobile duty (up to 4 will be purchased per year, to be assigned at the discretion of the Sheriff to four Employees who have successfully completed probation)
- Boots (every three years up to \$350 shall be reimbursed upon presentation of receipts)

ARTICLE 23. VACATION LEAVE

A. Vacation Accrual.

Employees shall accrue vacation leave as follows:

- Initial Employment.....80 vacation hours per year
- After 3 years of service.....120 vacation hours per year
- After 10 years of service.....136 vacation hours per year
- After 15 years of service.....152 vacation hours per year

After 20 years of service.....160 vacation hours per year

B. Maximum Accrual

The maximum number of vacation hours that may be accumulated by any Employee as of December 31st of any year is 300 hours ("Accrual Cap"). If an Employee's vacation hours exceed the Accrual Cap on December 31st of any year, then vacation accrual will cease until his or her vacation hours are at or below the Accrual Cap.

C. Compensation

Any Employee who has accumulated 80 vacation hours may, upon written request, be compensated for up to 40 hours of accrued vacation hours per calendar year, instead of taking that vacation time off. Notwithstanding the foregoing, if an Employee has made every reasonable effort to use his or her vacation time throughout the year so as to avoid reaching the Accrual Cap but is not able to do so due to unexpected personnel needs or safety-related requirements of the Department, then the Employee may request to be compensated by the County for that additional number of hours needed to bring his or her vacation accrual back down to the Accrual Cap as of December 31st. Such request shall be approved or disapproved in the sole discretion of the Sheriff based on the criteria set forth in this Article.

ARTICLE 24. SICK LEAVE

- A. Employees shall accrue 8 hours of sick leave per month of full-time service. Upon retirement, employees may convert unused sick leave to service credit with CalPERS. Sick leave shall have no cash value.
- B. Employees may elect to use accrued leaves after sick leave or workers' compensation is exhausted.

ARTICLE 25. EDUCATIONAL INCENTIVE PAY

- A. Employees shall receive two and one-half percent (2.5%) of their base rate of pay for possession of an Associate's degree.
- B. Employees shall receive five percent (5.0%) of their base rate of pay for possession of a Bachelor's degree.
- C. Educational incentive pay shall not be additive nor compounded. In other words, the total amount of Educational pay which an Employee may receive is five percent (5.0%) of their base rate of pay.

ARTICLE 26. EDUCATIONAL ASSISTANCE PROGRAM

- A. Employees who enroll in job-related or promotion-oriented courses shall be reimbursed by the County for allowable expenses related to the courses in an amount not to exceed seven hundred dollars (\$700.00) per calendar year. Allowable expenses shall include tuition costs and out-of-pocket expense for required course material and textbooks, and shall be subject to the following:
1. Courses must be taken from an accredited institution.
 2. Employees will not be granted time off from their regular work schedule to attend such courses, unless approved by the Sheriff.
 3. Approval for educational assistance program shall be at the written discretion of the Sheriff. Such approval shall be obtained by the Employee prior to enrollment. A copy of the written approval shall be filed with the Auditor's office.
 4. Required course material and textbooks may be retained by the Employee upon satisfactory completion of the course.
- B. Reimbursement shall be made to the Employee within fifteen (15) calendar days after presentation to the Auditor's office of appropriate receipts and proof of completion of the course with a minimum grade of "C" or its equivalent.

ARTICLE 27. BILINGUAL PAY

Employees who are bilingual in Spanish or other languages useful to their work, as determined by the Sheriff, shall receive five percent (5%) of their base rate of pay.

ARTICLE 28. TRAINING OFFICER PAY

The County will continue to provide a five percent (5%) increase to the base rate of pay of an Employee who is acting as a PSOA Training Officer, which shall last for the period during which such training actually occurs

ARTICLE 29. 401(a) PLAN

A. Eligibility

Employees hired on or after May 1, 2001, are not eligible to earn or receive the post-retirement health benefits provided by paragraph A of Article 15, but shall instead be eligible to receive County contributions into an Internal Revenue Code Section 401(a) Plan established by the County, as described below. Any active Employee who was hired prior to May 1, 2001, may also elect to receive County contributions into a Section 401(a) Plan under this Article, but only if he or she waives and relinquishes any present or future rights he or she may have to receive the retiree health benefits provided by Section A of Article 15.

B. County Contribution

The County has established and implemented an Internal Revenue Code Section 401(a) Plan consistent with this Article. The County shall contribute into the Section 401(a) Plan on behalf of each Employee electing to participate under this Article an amount equal to the amount contributed by that Employee from his or her own pre-tax salary into one of the County's Section 457 deferred compensation plans or into the 401(a) Plan directly (if made available to Employee contributions) but not to exceed three percent (3%) of the Employee's pre-tax salary. Accordingly, if an Employee contributed a total of one to three percent (1-3%) of his or her pre-tax salary to a 457 plan, then the dollar amount of the County's 401(a) contribution would fully match the Employee's 457 contribution; if an Employee contributed more than three percent (3%) of his or her pre-tax salary to a 457 plan, then the dollar amount of the County's 401(a) contribution would only be equal to three percent (3%) (and not more) of the Employee's pre-tax salary and would not fully match the Employee's 457 contribution. The Employee may direct the investment of said contributions in accordance with the options or limitations provided by the 401(a) Plan. Each such Employee shall vest -- that is, earn the right to withdraw the County's contributions into the 401(a) Plan on their behalf based on years of County service, as set forth more fully below.

C. Schedule

<u>Years in County Service</u>	<u>Portion of Account Value Vested</u>
Less than 1 year	0 percent
1 year plus 1 day to 2 years	10 percent
2 years plus 1 day to 3 years	20 percent
3 years plus 1 day to 4 years	40 percent
4 years plus 1 day to 5 years	60 percent
5 years plus 1 day but less than 6 years	80 percent
7 years	100 percent

D. Legal Requirements

In addition to and notwithstanding the foregoing, Employees' options for withdrawing, "rolling over," and otherwise using account money -- and the tax consequences of such withdrawals and use - shall be subject to any legal requirements or limitations of Internal Revenue Code Section 401(a) and any other applicable laws.

ARTICLE 30. ASSOCIATION RELEASE TIME

A. Time Off with Pay for Association Matters

The Association President and designated representatives shall have reasonable time off with pay for the purpose of carrying out Association-related matters (not to exceed a

total of three (3) persons). The Association representatives shall notify the Sheriff that they will be participating in Association matters.

B. Attend Meetings Without Loss of Pay

The County agrees that covered employees may attend semi-annual Association membership meetings during working hours without loss of pay provided:

1. Attendance is verified by signature roster prepared and certified by the Association Secretary.
2. Attendance during working hours without loss of pay will be limited to two (2) hours per meeting.
3. The Employee's absence from work will not result in the lack of minimum coverage of office functions in the Employee's office as determined by the Employee's department head.

ARTICLE 31. DRIVER'S PHYSICAL EXAMINATION

When a physical examination is required for the acquisition or renewal of a driver's license and is required in the performance of an Employee's duties, the examination shall be provided by a medical doctor designated by the County at the County's expense. The examination shall be performed during the Employee's regular working hours without any deduction in pay.

ARTICLE 32. AGENCY SHOP

A. Association Membership Dues and Service Fees

1. Each Employee shall pay the Association a monthly "service fee." As a condition of employment, Employees shall pay Association dues which include the above fee.
2. The service fee shall not include any increment for expenditures, if any, made by the Association for political or ideological purposes.
3. The Mono County CAO or designee shall notify each new Employee of the agency shop provisions of this MOU and request the Employee to sign a withholding authorization. Except as provided in subsection (4) below, if the Employee refuses to sign the withholding authorization, he or she shall be deemed to fail to satisfy a condition of employment and may be subject to termination unless he or she complies. No fees, dues or assessments will be withheld until a signed authorization is filed with the County Auditor-Controller.

4. An Employee who is a member of a bona fide religion which prohibits participation in a public employees' bargaining organization, shall pay, in lieu of the service fee, a sum in a like amount to a charitable fund exempt from taxation pursuant to Internal Revenue Code 501 (c) (3). It shall be the responsibility of each Employee who elects to make a charitable contribution (instead of paying a service fee), to notify the Association of the name and address of the qualified charitable fund receiving the Employee's contribution. At the written request of the Association, the Employee shall provide proof to the Association of the identity of the charitable fund and payment of the charitable contribution. If the Employee does not provide the requested proof of payment within thirty (30) days of receipt of a written request therefor, then the monthly service fee for the period the service fee was not paid by the Employee shall be deducted from the Employee's pay by the County Auditor-Controller upon written notice by the Association.
5. The County shall deduct the service fee from the monthly paycheck of each Employee and shall remit the same to the Association, except as provided in subsection (4).

B. Hold Harmless

The Association shall defend, indemnify and hold harmless the from all claims against the County, and all lawsuits in which the County is a party defendant arising out of or as a result of the provisions of this Article, except for claims against the County which arise from the County's intentional, wanton or reckless acts (or malice, fraud or oppression).

C. Financial Report

The Association shall keep an adequate, itemized record of its financial transactions and shall make available annually, to Association Employees within sixty (60) days after the end of the fiscal year, a detailed written financial report thereof in the form of a balance sheet and an operation statement, certified as to accuracy by its President and Treasurer or corresponding principal officer, or by a certified public accountant.

D. Representation of All Employees

The Association shall fairly and equally represent each Employee.

E. Amendments: Effective Date of Agency Shop Provisions

If any provision of this Article becomes void, invalid or unenforceable as a result of the decision of a court of competent jurisdiction or a published appellate court opinion, the parties agree to amend the Article to comply with the decision or opinion.

ARTICLE 33. BENEFITS OF OTHER BARGAINING UNITS

In negotiating with the Association for a successor to the MOU, the County shall make available to the Association pertinent non-confidential information and shall consider in good faith in such negotiations, the extent of past or future wage, pay and benefit increases provided to employees in other bargaining units. The County shall treat Employees fairly and equitably in comparison to employees represented by other bargaining units, including the provisions of Government Code Sections 3247 et seq.

ARTICLE 34. PUBLIC SAFETY OFFICER (4850 IOD)

Each Public Safety Officer shall be provided with Labor Code Section 4850 benefits pursuant to the terms of that statute.

ARTICLE 35. MISCELLANEOUS

A. Understanding of the Parties

This Memorandum of Understanding contains all the covenants, stipulations and provisions agreed by the parties. It is understood that all items relating to employees' wages, hours and other terms and conditions of employment not covered by the Memorandum of Understanding shall remain the same for the term of this Memorandum of Understanding. Therefore, except by mutual agreement of the parties or as specifically provided otherwise herein, for the life of the Memorandum of Understanding, neither party shall be compelled to bargain with the other concerning any mandatory bargaining issue whether or not the issue was specifically bargained for prior to the execution of the Memorandum of Understanding. There shall be no changes to the Personnel Rules which affect negotiable wages, hours, terms or conditions of employment without mutual agreement. This Memorandum of Understanding shall remain in full force and effect until a new Memorandum of Understanding is ratified or the County imposes its last, best and final proposal.

B. Work Schedule

An alternate 12-hour work schedule is adopted for all Public Safety Officers primarily consisting of six 12-hour shifts and one 8-hour shift per fourteen (14) day work period. Supervisory Employees (Jail Sergeant and Jail Lieutenant) will adopt an alternate 10-hour schedule consisting of eight 10-hour shifts during the fourteen (14) day work period. The work period is defined as Sunday through the second Saturday following and will be the same fourteen-day work period for all Employees. It is understood that exceptions to this schedule may/will occur to accommodate training and/or emergencies and all efforts will be made to ensure at least eighty (80) total work hours in the work period for all Employees.

The Sheriff, acting in good faith, reserves the right to alter or change the schedule as he or she deems necessary. In the case of public emergency, this change may be made without notice. For all other reasons, other than emergency, at least one (1)

month notice will be given.

C. Personnel Rules

The Mono County personnel rules adopted by Resolution R12-67 on September 18, 2012, and as subsequently amended, are not affected or amended by this MOU and remain in full force and effect. In the event of a conflict between those personnel rules and any provision of this MOU, the provision of this MOU shall control. Notwithstanding any other provision of this MOU, the parties agree that County may, during the term of this MOU, propose revisions to the personnel rules and/or additional personnel rules, provided that County allows an appropriate opportunity for affected Employees and their bargaining units to "meet-and-confer" in compliance with the Meyers-Milias-Brown Act. Association agrees that once the County has duly adopted any such new and/or revised personnel rules, they shall apply to all Employees covered by this MOU.

D. Amendments

The MOU may be amended only in writing by mutual agreement after good faith negotiations between the parties. Any purported oral amendment shall be void and of no legal force or effect whatsoever.

ARTICLE 36. SIGNATURES

In witness thereof, the parties hereto, acting by and through their duly authorized representatives have executed this Memorandum of Understanding.

BOB GARDNER, CHAIR
Mono County Board of Supervisors

NICK WAY, PRESIDENT
Mono County Public Safety Officers'
Association

KRYSTYL HANSEN, SECRETARY
Mono County Public Safety Officers'
Association

Approved as to Form:

STACEY SIMON
County Counsel

Exhibit A

Memorandum of Understanding

MONO COUNTY SALARY SCHEDULE
Public Safety Officers' Association
Effective January 1, 2018

Effective January 1, 2018, all classifications receive a
 Equity adjustment of 7.5.

POSITION TITLE	GRADE	STEPS				
		A	B	C	D	E
PSO I	47					
<i>Monthly</i>		\$3,703.00	\$3,888.00	\$4,083.00	\$4,287.00	\$4,501.00
<i>Bi-Weekly</i>		\$1,709.08	\$1,794.47	\$1,884.47	\$1,978.62	\$2,077.39
<i>Hourly</i>		\$21.3635	\$22.4308	\$23.5558	\$24.7327	\$25.9673
PSO II	49					
<i>Monthly</i>		\$3,890.00	\$4,085.00	\$4,289.00	\$4,504.00	\$4,730.00
<i>Bi-Weekly</i>		\$1,795.39	\$1,885.39	\$1,979.55	\$2,078.78	\$2,183.08
<i>Hourly</i>		\$22.4423	\$23.5673	\$24.7442	\$25.9846	\$27.2885
Sergeant	58					
<i>Monthly</i>		\$5,193.00	\$5,453.00	\$5,727.00	\$6,012.00	\$6,313.00
<i>Bi-Weekly</i>		\$2,396.78	\$2,516.78	\$2,643.24	\$2,774.78	\$2,913.70
<i>Hourly</i>		\$29.9596	\$31.4596	\$33.0404	\$34.6846	\$36.4212
Lieutenant	63					
<i>Monthly</i>		\$5,974.00	\$6,273.00	\$6,587.00	\$6,915.00	\$7,262.00
<i>Bi-Weekly</i>		\$2,757.24	\$2,895.24	\$3,040.16	\$3,191.55	\$3,351.70
<i>Hourly</i>		\$34.4654	\$36.1904	\$38.0019	\$39.8942	\$41.8962

MONO COUNTY SALARY SCHEDULE
Public Safety Officers' Association
Effective January 1, 2019

Effective January 1, 2019, all classifications receive a
 COLA of 2%.

POSITION TITLE	GRADE	STEPS				
		A	B	C	D	E
PSO I	50					
<i>Monthly</i>		\$3,777.00	\$3,966.00	\$4,165.00	\$4,373.00	\$4,591.00
<i>Bi-Weekly</i>		\$1,743.24	\$1,830.47	\$1,922.31	\$2,018.31	\$2,118.93
<i>Hourly</i>		\$21.7904	\$22.8808	\$24.0288	\$25.2288	\$26.4865
PSO II	54					
<i>Monthly</i>		\$3,968.00	\$4,167.00	\$4,375.00	\$4,594.00	\$4,825.00
<i>Bi-Weekly</i>		\$1,831.39	\$1,923.24	\$2,019.24	\$2,120.31	\$2,226.93
<i>Hourly</i>		\$22.8923	\$24.0404	\$25.2404	\$26.5038	\$27.8365
Sergeant	60					
<i>Monthly</i>		\$5,297.00	\$5,562.00	\$5,842.00	\$6,132.00	\$6,439.00
<i>Bi-Weekly</i>		\$2,444.78	\$2,567.09	\$2,696.32	\$2,830.16	\$2,971.86
<i>Hourly</i>		\$30.5596	\$32.0885	\$33.7038	\$35.3769	\$37.1481
Lieutenant	53					
<i>Monthly</i>		\$6,093.00	\$6,398.00	\$6,719.00	\$7,053.00	\$7,407.00
<i>Bi-Weekly</i>		\$2,812.16	\$2,952.93	\$3,101.09	\$3,255.24	\$3,418.63
<i>Hourly</i>		\$35.1519	\$36.9115	\$38.7635	\$40.6904	\$42.7327

Use the following formulas to calculate Annual,
 Bi-Weekly and Hourly amounts:
 Annual = Monthly X 12
 Bi-Weekly = Monthly X 0.46154
 Hourly = Monthly / 173.33

MONO COUNTY SALARY SCHEDULE
Public Safety Officers' Association
Effective January 1, 2020

Effective January 1, 2020, all classifications receive a COLA of 2%.

POSITION TITLE	GRADE	STEPS				
		A	B	C	D	E
PSO I	47					
<i>Monthly</i>		\$3,853.00	\$4,045.00	\$4,248.00	\$4,460.00	\$4,683.00
<i>Bi-Weekly</i>		\$1,778.31	\$1,866.93	\$1,960.62	\$2,058.47	\$2,161.39
<i>Hourly</i>		\$22.2288	\$23.3365	\$24.5077	\$25.7308	\$27.0173
PSO II	49					
<i>Monthly</i>		\$4,047.00	\$4,250.00	\$4,463.00	\$4,686.00	\$4,922.00
<i>Bi-Weekly</i>		\$1,867.85	\$1,961.55	\$2,059.85	\$2,162.78	\$2,271.70
<i>Hourly</i>		\$23.3481	\$24.5192	\$25.7481	\$27.0346	\$28.3962
Sergeant	58					
<i>Monthly</i>		\$5,403.00	\$5,673.00	\$5,959.00	\$6,255.00	\$6,568.00
<i>Bi-Weekly</i>		\$2,493.70	\$2,618.32	\$2,750.32	\$2,886.93	\$3,031.39
<i>Hourly</i>		\$31.1712	\$32.7288	\$34.3788	\$36.0865	\$37.8923
Lieutenant	63					
<i>Monthly</i>		\$6,215.00	\$6,526.00	\$6,853.00	\$7,194.00	\$7,555.00
<i>Bi-Weekly</i>		\$2,868.47	\$3,012.01	\$3,162.93	\$3,320.32	\$3,486.93
<i>Hourly</i>		\$35.8558	\$37.6500	\$39.5365	\$41.5038	\$43.5865

MONO COUNTY SALARY SCHEDULE
Public Safety Officers' Association
Effective January 1, 2021

Effective January 1, 2021, all classifications receive a COLA of 2%.

POSITION TITLE	GRADE	STEPS				
		A	B	C	D	E
PSO I	50					
<i>Monthly</i>		\$3,930.00	\$4,126.00	\$4,333.00	\$4,549.00	\$4,777.00
<i>Bi-Weekly</i>		\$1,813.85	\$1,904.31	\$1,999.85	\$2,099.55	\$2,204.78
<i>Hourly</i>		\$22.6731	\$23.8038	\$24.9981	\$26.2442	\$27.5596
PSO II	54					
<i>Monthly</i>		\$4,128.00	\$4,335.00	\$4,552.00	\$4,780.00	\$5,020.00
<i>Bi-Weekly</i>		\$1,905.24	\$2,000.78	\$2,100.93	\$2,206.16	\$2,316.93
<i>Hourly</i>		\$23.8154	\$25.0096	\$26.2615	\$27.5769	\$28.9615
Sergeant	60					
<i>Monthly</i>		\$5,511.00	\$5,786.00	\$6,078.00	\$6,380.00	\$6,699.00
<i>Bi-Weekly</i>		\$2,543.55	\$2,670.47	\$2,805.24	\$2,944.63	\$3,091.86
<i>Hourly</i>		\$31.7942	\$33.3808	\$35.0654	\$36.8077	\$38.6481
Lieutenant	53					
<i>Monthly</i>		\$6,339.00	\$6,657.00	\$6,990.00	\$7,338.00	\$7,706.00
<i>Bi-Weekly</i>		\$2,925.70	\$3,072.47	\$3,226.16	\$3,386.78	\$3,556.63
<i>Hourly</i>		\$36.5712	\$38.4058	\$40.3269	\$42.3346	\$44.4577

Use the following formulas to calculate Annual, Bi-Weekly and Hourly amounts:
 Annual = Monthly X 12
 Bi-Weekly = Monthly X 0.46154
 Hourly = Monthly / 173.33

MONO COUNTY SALARY SCHEDULE
Public Safety Officers' Association

Effective January 1, 2022

Effective January 1, 2022, all classifications receive a COLA of 2%.

POSITION TITLE	GRADE	STEPS				
		A	B	C	D	E
PSO I	47					
<i>Monthly</i>		\$4,009.00	\$4,209.00	\$4,420.00	\$4,640.00	\$4,873.00
<i>Bi-Weekly</i>		\$1,850.31	\$1,942.62	\$2,040.01	\$2,141.55	\$2,249.08
<i>Hourly</i>		\$23.1288	\$24.2827	\$25.5000	\$26.7692	\$28.1135
PSO II	49					
<i>Monthly</i>		\$4,211.00	\$4,422.00	\$4,643.00	\$4,876.00	\$5,120.00
<i>Bi-Weekly</i>		\$1,943.54	\$2,040.93	\$2,142.93	\$2,250.47	\$2,363.08
<i>Hourly</i>		\$24.2942	\$25.5115	\$26.7865	\$28.1308	\$29.5385
Sergeant	58					
<i>Monthly</i>		\$5,621.00	\$5,902.00	\$6,200.00	\$6,508.00	\$6,833.00
<i>Bi-Weekly</i>		\$2,594.32	\$2,724.01	\$2,861.55	\$3,003.70	\$3,153.70
<i>Hourly</i>		\$32.4288	\$34.0500	\$35.7692	\$37.5462	\$39.4212
Lieutenant	63					
<i>Monthly</i>		\$6,466.00	\$6,790.00	\$7,130.00	\$7,485.00	\$7,860.00
<i>Bi-Weekly</i>		\$2,984.32	\$3,133.86	\$3,290.78	\$3,454.63	\$3,627.70
<i>Hourly</i>		\$37.3038	\$39.1731	\$41.1346	\$43.1827	\$45.3462

Use the following formulas to calculate Annual, Bi-Weekly and Hourly amounts:
 Annual = Monthly X 12
 Bi-Weekly = Monthly X 0.46154
 Hourly = Monthly / 173.33

Exhibit B
Side Letters (2)

**Side Letter
between
Mono County
and the
Mono County Public Safety Officers' Association (PSOA)**

Article 13 below shall remain in effect from January 1, 2018 through December 31, 2018.

ARTICLE 13. CAFETERIA PLAN

With respect to any Employee who is enrolled in CalPERS medical insurance, the County will contribute into the Cafeteria Plan an amount exactly equal to the PERS Choice premium for the coverage tier in which the Employee is enrolled (i.e., single, two-party, or family), minus the statutory amount prescribed by Government Code section 22892 paid by the County directly to PERS on behalf of that Employee and also minus the Employee contribution specified below, which shall be contributed by the Employee.

<u>Employee Contribution:</u>	
Single:	\$25.00/month
Two-Party:	\$50.00/month
Family:	\$100.00/month

The County will ensure that the amount paid is sufficient to cover the PERS Choice premium, when combined with the Employee contribution, regardless of the state or County in which the Employee resides, but in no event will the County be obligated to pay an amount that would result in that Employee receiving cash back.

In witness thereof, the parties hereto, acting by and through their duly authorized representatives have executed this Side Letter this ___ day of January, 2018.

BOB GARDNER, CHAIR
Mono County Board of Supervisors

NICK WAY, PRESIDENT
Public Safety Officers Association

KRYSTAL HANSEN, SECRETARY
Public Safety Officers Association

Approved as to Form:

Stacey Simon, County Counsel

**Side Letter
between
Mono County
and the
Mono County Public Safety Officers Association (PSOA)**

The County and the Association have agreed to eliminate the cash value of sick leave and convert all existing balances to be used as sick leave or to be used upon retirement for sick leave service credit with CalPERS.

The County and the Association have agreed to create a new sick leave bank (Sick-A) for Scott Bush, Alejandro Flores and Chad Cassanova and to move all of their existing sick leave to Sick-A. Upon retirement, Scott Bush, Alejandro Flores and Chad Cassanova may move any sick leave accrued from the date of this side letter into Sick-A and cash out all sick leave in Sick-A to a maximum of 960 hours, at their regular rate of pay.

In witness thereof, the parties hereto, acting by and through their duly authorized representatives have executed this Side Letter this _____ day of _____, 2018.

BOB GARDNER, CHAIR
Mono County Board of Supervisors

NICK WAY, PRESIDENT
Mono Public Safety Officers' Association

KRYSTYL HANSEN, SECRETARY
Mono Public Safety Officers' Association

Approved as to Form:

Stacey Simon, County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Finance, CAO

TIME REQUIRED 10 minutes

PERSONS APPEARING BEFORE THE BOARD Janet Dutcher, Leslie Chapman

SUBJECT FY 2018-2019 Budget Update

AGENDA DESCRIPTION:

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

CAO and Finance will update the Board about the FY 2018-2019 budget development and process.

RECOMMENDED ACTION:

Receive information and provide direction to staff, if desired.

FISCAL IMPACT:

None.

CONTACT NAME: Janet Dutcher

PHONE/EMAIL: 760.932.5494 / jdutcher@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff report

History

Time	Who	Approval
2/15/2018 5:12 AM	County Administrative Office	Yes
2/15/2018 4:37 AM	County Counsel	Yes
2/15/2018 8:24 AM	Finance	Yes



DEPARTMENT OF FINANCE AUDITOR-CONTROLLER COUNTY OF MONO

Stephanie M. Butters
Assistant Finance Director
Auditor-Controller

Janet Dutcher, CPA, CGFM
Director of Finance

P.O. Box 556
Bridgeport, California 93517
(760) 932-5490
Fax (760) 932-5491

Date: February 20, 2018

To: Honorable Board of Supervisors

From: Janet Dutcher, Finance Director
Leslie Chapman, County Administrative Officer

Subject: FY 2018-2019 Budget Update

Action Requested: Receive information and provide direction to staff if desired.

Discussion:

On February 6, staff discussed next year's budget calendar with your Board. The schedule includes three opportunities for providing an update on our budget process. This is the first budget update.

We are in an early but critical stage of next year's budget cycle. As the first month of the budget process, we are discussing budget policy and strategizing the best approach for producing a structurally balanced budget. CAO and Finance continue to review the detailed instructions and information given to departments to guide the formulation of their budget proposals.

Finance is currently working on:

- Estimating salary and benefits. The goal is a higher level of precision in the budget for this significant expense category. Factors we consider in our simulation include:
 - Known COLAs
 - Scheduled step increases
 - Next year's PERS contribution rates for current service costs
 - Next year's allocation of PERS unfunded accrued liability payment
 - Scheduled pension obligation bond debt service payments
 - Level of funding for retiree other post-employment benefits
 - Anticipated increase in health care premiums
- Insurance expense allocation to Departments
- A87 charges
- Internal service charges including motor pool, copier and IT

CAO and Finance continue to strategize about our approach towards budget balancing and setting expectations so departments can formulate budget requests more closely aligned with our objective of structurally balancing the General Fund operating budget.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: CAO

TIME REQUIRED 10 minutes

PERSONS APPEARING BEFORE THE BOARD Leslie Chapman

SUBJECT Buyer Representation Agreement for 106 and 126 Old Mammoth Road

AGENDA DESCRIPTION:

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

Proposed Buyer Representation Agreement with Matthew Lehman Real Estate pertaining to 106 and 126 Old Mammoth Road.

RECOMMENDED ACTION:

Approve County entry into proposed Buyer Representation Agreement and authorize CAO to execute said Agreement on behalf of the County. Provide any desired direction to staff.

FISCAL IMPACT:

None. Compensation to Broker will be paid by seller by separate agreement.

CONTACT NAME: Leslie Chapman

PHONE/EMAIL: 760.932.5414 / lchapman@monoca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Agreement
<input type="checkbox"/> Agreement Attachment 2
<input type="checkbox"/> Agreement Attachment 3
<input type="checkbox"/> Mammoth Mall Offering Document

History

Time	Who	Approval
2/16/2018 7:06 AM	County Administrative Office	Yes
2/15/2018 5:34 PM	County Counsel	Yes
2/15/2018 5:40 PM	Finance	Yes



County of Mono

County Administrative Office

Leslie L. Chapman
County Administrative Officer

Tony Dublino
Assistant County Administrative Officer

Dave Butters
Human Resources Director

Jay Sloane
Risk Manager

Date: February 20, 2018
To: Honorable Board of Supervisors
From: Leslie Chapman, CAO

Subject: Buyer Representation Agreement with Matthew Lehman Real Estate

Recommended Action:

Authorize CAO to execute Buyer Representation Agreement on behalf of the County

Fiscal Impact:

No direct fiscal impact to County, any compensation would be drawn from Seller's proceeds in the event a closed transaction.

Discussion:

The County continues to research all options for office space to provide services within the Town of Mammoth Lakes. A new option is the recently listed Mammoth Mall property, with approximately 40,000 square feet of commercial space.

The County has performed an initial walk-through and reviewed the Mammoth Mall Investment Offering document (attached) along with other available documents to get a preliminary sense of the condition and potential value of this property and how it could be utilized to house County services. Staff has concluded that purchasing Mammoth Mall appears to be a reasonable option and recommends more thoroughly exploring this opportunity by entering into negotiations with the assistance of a professional broker who is familiar with the commercial real estate market in Mammoth Lakes.

Therefore, staff recommends entering into a Buyer Representation Agreement with Matthew Lehman of Matthew Lehman Real Estate in Mammoth Lakes to represent the County as we perform all necessary due diligence into the condition and value of the property, as well as its usefulness to County operations and the citizens we serve.

If you have any questions regarding this item, please contact me at (760) 932-5414.



BUYER REPRESENTATION AGREEMENT - EXCLUSIVE
(C.A.R. Form BRE, Revised 12/17)

1. EXCLUSIVE RIGHT TO REPRESENT: _____ Mono County _____ (“Buyer”) grants _____ Matthew Lehman Real Estate _____ (“Broker”) beginning on (date) February 15, 2018 and ending at: (i) 11:59 P.M. on (date) July 16, 2018, or (ii) completion of a resulting transaction, whichever occurs first (“Representation Period”), the exclusive and irrevocable right, on the terms specified in this Agreement, to represent Buyer in acquiring real property or a manufactured home as follows:

A. PROPERTY TO BE ACQUIRED:

(1) Any purchase, lease or other acquisition of any real property or manufactured home described as Location: N/A
Other: N/A
Price range: \$ 0 to \$ 6,000,000.00

OR (2) The following specified properties only: 106 and 126 Old Mammoth Road, Mammoth Lakes, CA 93546
OR (3) Only the properties identified on the attached list.

B. Broker agrees to exercise due diligence and reasonable efforts to fulfill the following authorizations and obligations.
C. Broker will perform its obligations under this Agreement through the individual signing for Broker below or another real estate licensee assigned by Broker, who is either Broker individually or an associate-licensee (an individual licensed as a real estate salesperson or Broker who works under Broker's real estate license). Buyer agrees that Broker's duties are limited by the terms of this Agreement, including those limitations set forth in paragraphs 5 and 6.

2. AGENCY RELATIONSHIPS:

A. DISCLOSURE: Unless the property is 5 or more residential dwelling units, Buyer acknowledges receipt of the “Disclosure Regarding Real Estate Agency Relationships” (C.A.R. Form AD) prior to entering into this Agreement.
B. BUYER REPRESENTATION: Broker will represent, as described in this Agreement, Buyer in any resulting transaction.
C. (1) POSSIBLE DUAL AGENCY WITH SELLER: (C(1) APPLIES UNLESS C(2)(i) or (ii) is checked below.)
Depending on the circumstances, it may be necessary or appropriate for Broker to act as an agent for both Buyer and a seller, exchange party, or one or more additional parties (“Seller”). Broker shall, as soon as practicable, disclose to Buyer any election to act as a dual agent representing both Buyer and Seller. If Buyer is shown property listed with Broker, Buyer consents to Broker becoming a dual agent representing both Buyer and Seller with respect to those properties. In event of dual agency, Buyer agrees that: (a) Broker, without the prior written consent of Buyer, will not disclose to Seller that the Buyer is willing to pay a price greater than the price offered; (b) Broker, without the prior written consent of Seller, will not disclose to Buyer that Seller is willing to sell Property at a price less than the listing price; and (c) other than as set forth in (a) and (b) above, a dual agent is obligated to disclose known facts materially affecting the value or desirability of the property to both parties.

OR (2) **SINGLE AGENCY ONLY:** (APPLIES ONLY IF (i) or (ii) is checked below.)

(i) **Broker's firm lists properties for sale:** Buyer understands that this election will prevent Broker from showing Buyer those properties that are listed with Broker's firm or from representing Buyer in connection with those properties. Buyer's acquisition of a property listed with Broker's firm shall not affect Broker's right to be compensated under paragraph 3. In any resulting transaction in which Seller's property is not listed with Broker's firm, Broker will be the exclusive agent of Buyer and not a dual agent also representing Seller.

OR (ii) **Broker's firm DOES NOT list property:** Entire brokerage firm only represents buyers and does not list property. In any resulting transaction, Broker will be the exclusive agent of Buyer and not a dual agent also representing Seller.

D. OTHER POTENTIAL BUYERS: Buyer understands that other potential buyers may, through Broker, consider, make offers on or acquire the same or similar properties as those Buyer is seeking to acquire. Buyer consents to Broker's representation of such other potential buyers before, during and after the Representation Period, or any extension thereof.

E. NON CONFIDENTIALITY OF OFFERS: Buyer is advised that Seller or Listing Agent may disclose the existence, terms, or conditions of Buyer's offer unless all parties and their agent have signed a written confidentiality agreement. Whether any such information is actually disclosed depends on many factors, such as current market conditions, the prevailing practice in the real estate community, the Listing Agent's marketing strategy and the instructions of the Seller.

F. CONFIRMATION: Unless the property is for 5 or more residential dwelling units, Broker shall confirm the agency relationship described above, or as modified, in writing, prior to or concurrent with Buyer's execution of a Property Contract (as defined below).

3. COMPENSATION TO BROKER:

NOTICE: The amount or rate of real estate commissions is not fixed by law. They are set by each Broker individually and may be negotiable between Buyer and Broker (real estate commissions include all compensation and fees to Broker).

Buyer agrees to pay to Broker, irrespective of agency relationship(s), as follows:

A. AMOUNT OF COMPENSATION: (Check (1), (2) or (3). Check only one.)

(1) _____ percent of the acquisition price AND \$ _____,
OR (2) \$Zero from Mono County. Compensation to Broker will be paid by Seller by separate Agreement.
OR (3) Pursuant to the compensation schedule attached as an addendum _____.

Broker Initials (_____) (_____)

Buyer's Initials (_____) (_____)



B. COMPENSATION PAYMENTS AND CREDITS: Buyer is responsible for payment of compensation provided for in this Agreement. **However, if anyone other than Buyer compensates Broker for services covered by this Agreement, that amount shall be credited toward Buyer's obligation to pay compensation.** If the amount of compensation Broker receives from anyone other than Buyer exceeds Buyer's obligation, the excess amount shall be disclosed to Buyer and if allowed by law paid to Broker, or credited to Buyer, or other Compensation to be paid to Broker by Seller, by separate agreement.

C. BROKER RIGHT TO COMPENSATION: Broker shall be entitled to the compensation provided for in paragraph 3A:
(1) If during the Representation Period, or any extension thereof, Buyer enters into an agreement to acquire property described in paragraph 1A, on terms acceptable to Buyer provided Seller completes the transaction or is prevented from doing so by Buyer. (Broker shall be entitled to compensation whether any escrow resulting from such agreement closes during or after the expiration of the Representation Period.)

(2) If, within 90 calendar days after expiration of the Representation Period or any extension thereof, Buyer enters into an agreement to acquire property described in paragraph 1A, which property Broker introduced to Buyer, or for which Broker acted on Buyer's behalf. The obligation to pay compensation pursuant to this paragraph shall arise only if, prior to or within **3** (or 10) calendar days after expiration of this Agreement or any extension thereof, Broker gives Buyer a written notice of those properties which Broker introduced to Buyer, or for which Broker acted on Buyer's behalf.

D. TIMING OF COMPENSATION: Compensation is payable:
(1) Upon completion of any resulting transaction, and if an escrow is used, through escrow.
(2) If acquisition is prevented by default of Buyer, upon Buyer's default.
(3) If acquisition is prevented by a party to the transaction other than Buyer, when Buyer collects damages by suit, settlement or otherwise. Compensation shall equal one-half of the damages recovered, not to exceed the compensation provided for in paragraph 3A, after first deducting the unreimbursed payments, credits and expenses of collection, if any.

E. Buyer hereby irrevocably assigns to Broker the compensation provided for in paragraph 3A from Buyer's funds and proceeds in escrow. Buyer agrees to submit to escrow any funds needed to compensate Broker under this Agreement. Broker may submit this Agreement, as instructions to compensate Broker, to any escrow regarding property involving Buyer and a seller or other transferor.

F. "BUYER" includes any person or entity, other than Broker, related to Buyer or who in any manner acts on Buyer's behalf to acquire property described in paragraph 1A.

G. (1) Buyer has not previously entered into a representation agreement with another broker regarding property described in paragraph 1A, unless specified as follows (name other broker here): N/A

(2) Buyer warrants that Buyer has no obligation to pay compensation to any other broker regarding property described in paragraph 1A, unless Buyer acquires the following property(ies): N/A

(3) If Buyer acquires a property specified in G(2) above during the time Buyer is obligated to compensate another broker, Broker is neither: (i) entitled to compensation under this Agreement, nor (ii) obligated to represent Buyer in such transaction.

4. INTERNET ADVERTISING; INTERNET BLOGS; SOCIAL MEDIA: Buyer acknowledges and agrees that: (i) properties presented to them may have been marketed through a "virtual tour" on the Internet, permitting potential buyers to view properties over the Internet, or that the properties may have been the subject of comments or opinions of value by others on Internet blogs or other social media sites; (ii) neither the service provider(s) nor Broker has control over who will obtain access to such services or what action such persons might take; and (iii) Broker has no control over how long the information concerning the properties will be available on the Internet or social media sites.

5. BROKER AUTHORIZATIONS AND OBLIGATIONS: for 1 A2 for

A. Buyer authorizes Broker to: (i) ~~to date and present selected properties to Buyer~~ present offers ~~authorized by~~ Buyer, and assist Buyer in negotiating for acceptance of such offers; (ii) ~~assist Buyer with the financing process including obtaining loan pre-qualification~~; (iii) ~~upon request, provide Buyer with a list of professionals or vendors who perform the services described in the attached Buyer's Inspection Advisory~~; (iv) order reports, and schedule and attend meetings and appointments with professionals chosen by Buyer; (v) provide guidance to help Buyer with the acquisition of property; ~~and in obtaining a credit report on Buyer~~

B. For property transactions of which Broker is aware and not precluded from participating in by Buyer, Broker shall provide and review forms to create a property contract ("Property Contract") for the acquisition of a specific property ("Property"). With respect to such Property, Broker shall: (i) if the Property contains residential property with one to four dwelling units, conduct a reasonably competent and diligent on-site visual inspection of the accessible areas of the Property (excluding any common areas), and disclose to Buyer all facts materially affecting the value or desirability of such Property that are revealed by this inspection; (ii) deliver or communicate to Buyer any disclosures, materials or information received by, in the personal possession of or personally known to the individual signing for Broker below during the Representation Period; and (iii) facilitate the escrow process, including assisting Buyer in negotiating with Seller. Unless otherwise specified in writing, any information provided through Broker in the course of representing Buyer has not been and will not be verified by Broker. Broker's services are performed in compliance with federal, state and local anti-discrimination laws.

Broker Initials (_____) (_____)

Buyer's Initials (_____) (_____)



6. SCOPE OF BROKER DUTY:

- A. While Broker will perform the duties described in paragraph 6B, Broker recommends that Buyer select other professionals, as described in the attached Buyer's Inspection Advisory, to investigate the Property through inspections, investigations, tests, surveys, reports, studies and other available information ("Inspections") during the transaction. Buyer agrees that these Inspections, to the extent they exceed the obligations described in paragraph 6B, are not within the scope of Broker's agency duties. Broker informs Buyer that it is in Buyer's best interest to obtain such Inspections.
- B. Buyer acknowledges and agrees that Broker: (i) does not decide what price Buyer should pay or Seller should accept; (ii) does not guarantee the condition of the Property; (iii) does not guarantee the performance, adequacy or completeness of inspections, services, products or repairs provided or made by Seller or others; (iv) does not have an obligation to conduct an inspection of common areas or offsite areas of the Property; (v) shall not be responsible for identifying defects on the Property, in common areas or offsite unless such defects are visually observable by an inspection of reasonably accessible areas of the Property or are known to Broker; (vi) shall not be responsible for inspecting public records or permits concerning the title or use of the Property; (vii) shall not be responsible for identifying the location of boundary lines or other items affecting title; (viii) shall not be responsible for verifying square footage, representations of others or information contained in Investigation reports, Multiple Listing Service, advertisements, flyers or other promotional material; (ix) shall not be responsible for providing legal or tax advice regarding any aspect of a transaction entered into by Buyer or Seller; and (x) shall not be responsible for providing other advice or information that exceeds the knowledge, education and experience required to perform real estate licensed activity. Buyer agrees to seek legal, tax, insurance, title and other desired assistance from appropriate professionals.
- C. Broker owes no duty to inspect for common environmental hazards, earthquake weaknesses, or geologic and seismic hazards. If Buyer receives the booklets titled "Environmental Hazards: A Guide for Homeowners, Buyers, Landlords and Tenants," "The Homeowner's Guide to Earthquake Safety," or "The Commercial Property Owner's Guide to Earthquake Safety," the booklets are deemed adequate to inform Buyer regarding the information contained in the booklets and, other than as specified in 6B above, Broker is not required to provide Buyer with additional information about the matters described in the booklets.

7. BUYER OBLIGATIONS: the property in 1 A 2

- A. Buyer agrees to timely view and consider ~~properties shown by Broker~~ and to negotiate in good faith to acquire a property. Buyer further agrees to act in good faith toward the completion of any Property Contract entered into in furtherance of this Agreement. Within **5** (or N/A) **calendar days** from the execution of this Agreement, Buyer shall provide relevant personal and financial information to Broker to assure Buyer's ability to acquire property described in paragraph 1. If Buyer fails to provide such information, or if Buyer does not qualify financially to acquire property described in paragraph 1, then Broker may cancel this Agreement in writing. Buyer has an affirmative duty to take steps to protect him/herself, including discovery of the legal, practical and technical implications of discovered or disclosed facts, and investigation of information and facts which are known to Buyer or are within the diligent attention and observation of Buyer. Buyer is obligated, and agrees, to read all documents provided to Buyer. Buyer agrees to seek desired assistance from appropriate professionals, selected by Buyer, such as those referenced in the attached Buyer's Inspection Advisory.
- B. Buyer shall notify Broker in writing (C.A.R. Form BMI) of any material issue to Buyer, such as, but not limited to, Buyer requests for information on, or concerns regarding, any particular area of interest or importance to Buyer ("Material Issues").
- C. **Buyer agrees to: (i) indemnify, defend and hold Broker harmless from all claims, disputes, litigation, judgments, costs and attorney fees arising from any incorrect information supplied by Buyer, or from any Material Issues that Buyer fails to disclose in writing to Broker; and (ii) pay for reports, inspections and meetings arranged by Broker on Buyer's behalf.**
- D. Buyer is advised to read the attached Buyer's Inspection Advisory for a list of items and other concerns that typically warrant inspections or investigation by Buyer or other professionals.

8. OTHER TERMS AND CONDITIONS: The following disclosures or addenda are attached:

- A. Buyer's Inspection Advisory (C.A.R. Form BIA-B) _____
- B. Statewide Buyer and Seller Advisory (C.A.R. Form SBSA) _____
- C. _____
- D. _____

9. ATTORNEY FEES: In any action, proceeding or arbitration between Buyer and Broker regarding the obligation to pay compensation under this Agreement, the prevailing Buyer or Broker shall be entitled to reasonable attorney fees and costs, except as provided in paragraph 11A.

10. ENTIRE AGREEMENT: All understandings between the parties are incorporated in this Agreement. Its terms are intended by the parties as a final, complete and exclusive expression of their agreement with respect to its subject matter, and may not be contradicted by evidence of any prior agreement or contemporaneous oral agreement. This Agreement may not be extended, amended, modified, altered or changed, except in writing signed by Buyer and Broker. In the event that any provision of this Agreement is held to be ineffective or invalid, the remaining provisions will nevertheless be given full force and effect. This Agreement and any supplement, addendum or modification, including any copy, whether by copier, facsimile, NCR or electronic, may be signed in two or more counterparts, all of which shall constitute one and the same writing.

Broker Initials (_____) (_____)

Buyer's Initials (_____) (_____)



11. DISPUTE RESOLUTION:

- A. MEDIATION:** Buyer and Broker agree to mediate any dispute or claim arising between them regarding the obligation to pay commission under this Agreement, before resorting to arbitration or court action. Mediation fees, if any, shall be divided equally among the parties involved. If, for any dispute or claim to which this paragraph applies, any party (i) commences an action without first attempting to resolve the matter through mediation, or (ii) before commencement of an action, refuses to mediate after a request has been made, then that party shall not be entitled to recover attorney's fees, even if they would otherwise be available to that party in any such action. Exclusions from the mediation agreement are specified in paragraph 11B.
- B. MEDIATION TERMS:** The following matters are excluded from mediation: (i) a judicial or non-judicial foreclosure or other action or proceeding to enforce a deed of trust, mortgage or installment land sale contract as defined in Civil Code §2985; (ii) an unlawful detainer action; (iii) the filing or enforcement of a mechanic's lien; and (iv) any matter that is within the jurisdiction of a probate, small claims or bankruptcy court. The filing of a court action to enable the recording of a notice of pending action, for order of attachment, receivership, injunction, or other provisional remedies, shall not constitute a waiver of the mediation provisions.
- C. ADVISORY:** If Buyer and Broker desire to resolve disputes arising between them through arbitration rather than court, they can document their agreement by attaching and signing an Arbitration Agreement (C.A.R. Form ARB).

Buyer acknowledges that Buyer has read, understands, received a copy of and agrees to the terms of this Agreement.

Buyer _____ Mono County Date _____
 Address _____ City _____ State _____ Zip _____
 Telephone _____ Fax _____ E-mail _____

Buyer _____ Date _____
 Address _____ City _____ State _____ Zip _____
 Telephone _____ Fax _____ E-mail _____

Real Estate Broker (Firm) Matthew Lehman Real Estate DRE License # 01524943
 By (Agent) _____ Matthew Lehman DRE License # 01149776 Date _____
 Address P.O. Box 1445/1949 Sierra Park Rd-2nd Fl City Mammoth Lakes State CA Zip 93546
 Telephone (760)934-1110 Fax (760)934-3319 E-mail matthew@homesmammoth.com

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BUYER'S INSPECTION ADVISORY

(C.A.R. Form BIA, Revised 11/14)

1. IMPORTANCE OF PROPERTY INVESTIGATION: The physical condition of the land and improvements being purchased is not guaranteed by either Seller or Brokers. You have an affirmative duty to exercise reasonable care to protect yourself, including discovery of the legal, practical and technical implications of disclosed facts, and the investigation and verification of information and facts that you know or that are within your diligent attention and observation. A general physical inspection typically does not cover all aspects of the Property nor items affecting the Property that are not physically located on the Property. If the professionals recommend further investigations, including a recommendation by a pest control operator to inspect inaccessible areas of the Property, you should contact qualified experts to conduct such additional investigations.

2. BROKER OBLIGATIONS: Brokers do not have expertise in all areas and therefore cannot advise you on many items, such as those listed below. If Broker gives you referrals to professionals, Broker does not guarantee their performance.

3. YOU ARE STRONGLY ADVISED TO INVESTIGATE THE CONDITION AND SUITABILITY OF ALL ASPECTS OF THE PROPERTY, INCLUDING BUT NOT LIMITED TO THE FOLLOWING. IF YOU DO NOT DO SO, YOU ARE ACTING AGAINST THE ADVICE OF BROKERS.

A. GENERAL CONDITION OF THE PROPERTY, ITS SYSTEMS AND COMPONENTS: Foundation, roof (condition, age, leaks, useful life), plumbing, heating, air conditioning, electrical, mechanical, security, pool/spa (cracks, leaks, operation), other structural and nonstructural systems and components, fixtures, built-in appliances, any personal property included in the sale, and energy efficiency of the Property.

B. SQUARE FOOTAGE, AGE, BOUNDARIES: Square footage, room dimensions, lot size, age of improvements and boundaries. Any numerical statements regarding these items are APPROXIMATIONS ONLY and have not been verified by Seller and cannot be verified by Brokers. Fences, hedges, walls, retaining walls and other barriers or markers do not necessarily identify true Property boundaries.

C. WOOD DESTROYING PESTS: Presence of, or conditions likely to lead to the presence of wood destroying pests and organisms.

D. SOIL STABILITY: Existence of fill or compacted soil, expansive or contracting soil, susceptibility to slippage, settling or movement, and the adequacy of drainage.

E. WATER AND UTILITIES; WELL SYSTEMS AND COMPONENTS; WASTE DISPOSAL: Water and utility availability, use restrictions and costs. Water quality, adequacy, condition, and performance of well systems and components. The type, size, adequacy, capacity and condition of sewer and septic systems and components, connection to sewer, and applicable fees.

F. ENVIRONMENTAL HAZARDS: Potential environmental hazards, including, but not limited to, asbestos, lead-based paint and other lead contamination, radon, methane, other gases, fuel oil or chemical storage tanks, contaminated soil or water, hazardous waste, waste disposal sites, electromagnetic fields, nuclear sources, and other substances, materials, products, or conditions (including mold (airborne, toxic or otherwise), fungus or similar contaminants).

G. EARTHQUAKES AND FLOODING: Susceptibility of the Property to earthquake/seismic hazards and propensity of the Property to flood.

H. FIRE, HAZARD AND OTHER INSURANCE: The availability and cost of necessary or desired insurance may vary. The location of the Property in a seismic, flood or fire hazard zone, and other conditions, such as the age of the Property and the claims history of the Property and Buyer, may affect the availability and need for certain types of insurance. Buyer should explore insurance options early as this information may affect other decisions, including the removal of loan and inspection contingencies.

I. BUILDING PERMITS, ZONING AND GOVERNMENTAL REQUIREMENTS: Permits, inspections, certificates, zoning, other governmental limitations, restrictions, and requirements affecting the current or future use of the Property, its development or size.

J. RENTAL PROPERTY RESTRICTIONS: Some cities and counties impose restrictions that limit the amount of rent that can be charged, the maximum number of occupants, and the right of a landlord to terminate a tenancy. Deadbolt or other locks and security systems for doors and windows, including window bars, should be examined to determine whether they satisfy legal requirements.

K. SECURITY AND SAFETY: State and local Law may require the installation of barriers, access alarms, self-latching mechanisms and/or other measures to decrease the risk to children and other persons of existing swimming pools and hot tubs, as well as various fire safety and other measures concerning other features of the Property.

L. NEIGHBORHOOD, AREA, SUBDIVISION CONDITIONS; PERSONAL FACTORS: Neighborhood or area conditions, including schools, law enforcement, crime statistics, registered felons or offenders, fire protection, other government services, availability, adequacy and cost of internet connections or other technology services and installations, commercial, industrial or agricultural activities, existing and proposed transportation, construction and development that may affect noise, view, or traffic, airport noise, noise or odor from any source, wild and domestic animals, other nuisances, hazards, or circumstances, protected species, wetland properties, botanical diseases, historic or other governmentally protected sites or improvements, cemeteries, facilities and condition of common areas of common interest subdivisions, and possible lack of compliance with any governing documents or Homeowners' Association requirements, conditions and influences of significance to certain cultures and/or religions, and personal needs, requirements and preferences of Buyer.

By signing below, Buyers acknowledge that they have read, understand, accept and have received a Copy of this Advisory. Buyers are encouraged to read it carefully.

Buyer _____
Mono County

Buyer _____

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Reviewed by _____ Date _____

BIA REVISED 11/14 (PAGE 1 OF 1)

BUYER'S INSPECTION ADVISORY (BIA PAGE 1 OF 1)





106 and 126 Old Mammoth Rd.

Property Address **Mammoth Lakes, CA 93546**

Date **February 15, 2018**

BUYER RIGHTS AND DUTIES:

- The physical condition of the land and improvements being purchased are not guaranteed by Seller or Brokers.
- You should conduct thorough investigations of the Property both personally and with appropriate professionals.
- If professionals recommend further inspections, you should contact qualified experts to conduct such inspections.
- You should retain your own professional even if Seller or Broker has provided you with existing reports.
- You should read all written reports given to you and discuss those reports with the persons who prepared them.
- You have the right to request that the Seller make repairs or corrections or take other actions based on inspections or disclosures, but the Seller is not obligated to make any such repairs, corrections or other requested actions.
- If the Seller is unwilling or unable to satisfy your requests, and you act within certain time periods, you may have the right to cancel the Agreement (the Purchase Agreement and any Counter Offer and Addenda together are the "Agreement"). If you cancel outside of these periods, you may be in breach of the Agreement and your deposit might be at risk.
- The terms of the purchase agreement and any counter offers and addenda establish your rights and responsibilities.

YOU ARE STRONGLY ADVISED TO INVESTIGATE THE CONDITION AND SUITABILITY OF ALL ASPECTS OF THE PROPERTY. IF YOU DO NOT DO SO, YOU ARE ACTING AGAINST THE ADVICE OF BROKERS.

SELLER RIGHTS AND DUTIES:

- You have a duty to disclose material facts known to you that affect the value or desirability of the Property.
- You are obligated to make the Property available to the Buyer and have utilities on for inspections as allowed by the Agreement.
- This form is not a substitute for completing a Real Estate Transfer Disclosure Statement, if required, and any other property-specific questionnaires or disclosures.
- The terms of the Agreement establish your rights and responsibilities.

BROKER RIGHTS AND DUTIES:

- Brokers do not have expertise in all areas and matters affecting the Property or your evaluation of it.
- For most sales of residential properties with no more than four units, Brokers have a duty to make a reasonably competent and diligent visual inspection of the accessible areas of the Property and disclose to you material facts or defects that the inspection reveals.
- Many defects and conditions may not be discoverable by a Broker's visual inspection.
- If Brokers give a referral to another professional, Brokers do not guarantee that person's performance. You may select any professional of your own choosing.
- Any written agreement between a Broker and either Buyer or Seller or both establishes the rights and responsibilities of those parties.

1. INSPECTIONS: Buyer and Seller are advised that Buyer has the right to obtain various inspections of the Property under most residential purchase agreements. Buyer is advised to have the Property inspected by a professional property inspection service within Buyer's inspection contingency period. A licensed building contractor or other professional may perform these services. The inspector generally does not look behind walls or under carpets, or take equipment apart. Certain items on the Property, such as chimneys and spark arresters, plumbing, heating, air conditioning, electrical wiring, pool and spa, septic system, well, roof, foundation and structural items may need to be inspected by another professional, such as a chimney sweep, plumber, electrician, pool and spa service, septic or well company or roofer. A general physical inspection typically will not test for mold, wood destroying pests, lead-based paint, radon, asbestos and other environmental hazards, geologic conditions, age, remaining useful life or water-tightness of roof, cracks, leaks or operational problems associated with a pool or spa or connection of the Property to a sewer system. If Buyer wants further information on any aspect of the Property, Broker recommends that Buyer have a discussion with the professional property inspector and that Buyer hire an appropriate professional for the area of concern to Buyer. Brokers do not have expertise in these areas. Brokers do not verify the results of any such inspection or guarantee the performance of any such inspector or service. Any election by Buyer to waive the right to a physical inspection of the Property or to rely on somebody other than an appropriate professional is against the advice of Brokers. Not all inspectors are licensed and licenses are not available for all types of inspection activities.



2. SQUARE FOOTAGE, LOT SIZE, BOUNDARIES AND SURVEYS: Buyer and Seller are advised that only an appraiser or land surveyor, as applicable, can reliably confirm square footage, lot size, Property corners and exact boundaries of the Property. Representations regarding these items that are made in a Multiple Listing Service, advertisements, and from property tax assessor records are often approximations, or based upon inaccurate or incomplete records. Fences, hedges, walls or other barriers may not represent actual boundary lines. Unless otherwise specified by Broker in writing, Brokers have not verified any such boundary lines or any representations made by Seller or others. Brokers do not have expertise in this area. Standard title insurance does not insure the boundaries of the Property. If Buyer wants information about the exact square footage, lot size or location of Property corners or boundaries, Broker recommends that Buyer hire an appraiser or licensed surveyor to investigate these matters or to prepare a survey of the property during Buyer's inspection contingency period.

3. SOIL AND GEOLOGIC CONDITIONS: Buyer and Seller are advised that real estate in California is subject to settling, slippage, contraction, expansion erosion, subsidence, earthquakes and other land movement. The Property may be constructed on fill or improperly compacted soil and may have inadequate drainage capability. Any of these matters can cause structural problems to improvements on the Property. Civil or geo-technical engineers are best suited to evaluate soil stability, grading, drainage and other soil conditions. Additionally, the Property may contain known or unknown mines, mills, caves or wells. Brokers do not have expertise in this area. If Buyer wants further information, Broker recommends that Buyer hire an appropriate professional. Not all inspectors are licensed and licenses are not available for all types of inspections.

4. GEOLOGIC HAZARDS: Buyer and Seller are advised that California has experienced earthquakes in the past, and there is always a potential of future earthquakes. Damage caused by an earthquake may not be discoverable by a visual inspection of Buyer(s) or Broker(s). Inspection by a licensed, qualified professional is strongly recommended to determine the structural integrity and safety of all structures and improvements on the Property. If the Property is a condominium, or located in a planned unit development or in a common interest subdivision, Buyer is advised to contact the homeowners association about earthquake repairs and retrofit work and the possibility of an increased or special assessment to defray the costs of earthquake repairs or retrofit work. Buyer is encouraged to obtain and read the booklet entitled, "The Homeowner's Guide to Earthquake Safety." In most cases a questionnaire within the booklet must be completed by Seller and the entire booklet given to the Buyer if the Property was built prior to 1960. If the Property was built before 1975, and contains structures constructed of masonry or precast (tilt up) concrete walls, with wood frame floors or roof, or if the building has unreinforced masonry walls, then Seller must provide Buyer a pamphlet entitled "The Commercial Property Owner's Guide to Earthquake Safety." Many areas have a wide range of geologic problems and numerous studies have been made of these conditions. Some of this information is available for public review at city and county planning departments. Buyer is encouraged to review the public maps and reports and/or obtain a geologist's inspection report. Brokers do not have expertise in this area. Buyer may be able to obtain earthquake insurance to protect their interest in the Property. Sellers who agree to provide financing should also consider requiring Buyers to obtain such insurance naming Seller(s) as insured lien holder(s).

5. ENVIRONMENTAL HAZARDS: Buyer and Seller are advised that the presence of certain kinds of organisms, toxins and contaminants, including, but not limited to, mold (airborne, toxic or otherwise), fungi, mildew, lead-based paint and other lead contamination, asbestos, formaldehyde, radon, pcb's, methane, other gases, fuel oil or chemical storage tanks, contaminated soil or water, hazardous waste, waste disposal sites, electromagnetic fields, nuclear sources, urea formaldehyde, or other materials may adversely affect the Property and the health of individuals who live on or work at the property as well as pets. If Buyer wants further information, Buyer is advised, and Broker(s) recommends, that Buyer have the Property inspected for the existence of such conditions and organisms, and conditions that may lead to their formation. Not all inspectors are licensed and licenses are not available for all types of inspection activities. Buyer is also advised to consult with appropriate experts regarding this topic during Buyer's inspection contingency period. Brokers do not have expertise in this area. Broker recommends that Buyer and Seller read the booklets titled, "Residential Environmental Hazards: A Guide for Homeowners, Homebuyers, Landlords and Tenants," and "Protect Your Family From Lead In Your Home."

6. EPA's LEAD-BASED PAINT RENOVATION, REPAIR AND PAINTING RULE: The new rule requires that contractors and maintenance professionals working in pre-1978 housing, child care facilities, and schools with lead-based paint be certified; that their employees be trained; and that they follow protective work practice standards. The rule applies to renovation, repair, or painting activities affecting more than six square feet of lead-based paint in a room or more than 20 square feet of lead-based paint on the exterior. Enforcement of the rule begins October 1, 2010. See the EPA website at www.epa.gov/lead for more information. Buyer and Seller are advised to consult an appropriate professional.

7. FORMALDEHYDE: Formaldehyde is a substance known to the State of California to cause cancer. Exposure to formaldehyde may be caused by materials used in the construction of homes. The United States Environmental Protection Agency, the California Air Resources Board, and other agencies have measured the presence of formaldehyde



in the indoor air of select homes in California. Levels of formaldehyde that present a significant cancer risk have been measured in most homes that were tested. Formaldehyde is present in the air because it is emitted by a variety of building materials and home products used in construction. The materials include carpeting, pressed wood products, insulation, plastics, and glues. Most homes that have been tested elsewhere do contain formaldehyde, although the concentrations vary from home to home with no obvious explanation for the differences. One of the problems is that many suppliers of building materials and home products do not provide information on chemical ingredients to builders. Buyers may have further questions about these issues. Buyer is advised to consult with appropriate experts regarding this topic during Buyer's inspection contingency period. Brokers do not have expertise in this area. Broker(s) recommend that Buyer and Seller read the booklet titled "Residential Environmental Hazards: A Guide for Homeowners, Homebuyers, Landlords and Tenants."

8. MOLD: Buyer and Seller are advised that the presence of certain kinds of mold, fungi, mildew and other organisms, sometimes referred to as "toxic mold" (collectively "Mold"), may adversely affect the Property and the health of individuals who live on or work at the Property as well as pets. Mold does not affect all people the same way, and may not affect some people at all. Mold may be caused by water leaks or other sources of moisture such as, but not limited to, flooding, and leaks in windows, pipes and roof. Seller is advised to disclose the existence of any such conditions of which he or she is aware. Buyer should carefully review all of Seller's disclosures for any indication that any of these conditions exist. It is, however, possible that Mold may be hidden and that Seller is completely unaware of its existence. In addition, Mold is often undetectable from a visual inspection, a professional general property inspection and even a structural pest control inspection. Brokers do not have expertise in this area. If Buyer wants further information, Broker recommends that Buyer have the Property tested for Mold by an environmental hygienist or other appropriate professional during Buyer's inspection contingency period. Not all inspectors are licensed and licenses are not available for all types of inspection activities.

9. WATER INTRUSION: Buyer and Seller are advised that many homes suffer from water intrusion or leakage. The causes of water intrusion are varied, and can include defective construction, faulty grading, deterioration of building materials and absence of waterproof barriers. Water intrusion can cause serious damage to the Property. This damage can consist of wood rot, mold, mildew and even damage to the structural integrity of the Property. The cost of repairing and remediating water intrusion damage and its causes can be very significant. The existence and cause of water intrusion is often difficult to detect. Because you, your Broker or a general home inspector cannot visually observe any effects of water intrusion, Buyer and Seller should not assume that such intrusion does not exist. Broker recommends that Buyer have the Property inspected for water intrusion by an appropriate professional. Brokers do not have expertise in this area.

10. SEPTIC SYSTEMS: Buyer and Seller are advised that a property may be served by one or more septic systems even though adjoining properties are connected to a sewer line. Buyer and Seller are also advised that some septic tanks and systems may have been abandoned or have leaked into ground water sources. Buyer is advised to contact the appropriate government agency to verify that the Property is connected to a sewer or served by a septic system. If the Property is served by a septic system, it may consist of a septic tank, cesspool, pits, leach lines or a combination of such mechanisms ("collectively, System"). No representation or warranty is made by Seller or Broker concerning the condition, operability, size, capacity or future expansion of a System, nor whether a System is adequate for use by the intended occupants of the Property. A change in the number of occupants or the quantity, composition or methods of depositing waste may affect the efficiency of the System. In addition, the amount of rainfall and ground water table may also affect the efficiency of the System. Many factors including, but not limited to, natural forces, age, deterioration of materials and the load imposed on a System can cause the System to fail at any time. Broker recommends that Buyer obtain an independent evaluation of any System by a qualified sanitation professional during Buyer's inspection contingency period. Brokers do not have expertise in this area. Buyer should consult with their sanitation professional to determine if their report includes the tank only, or other additional components of the System such as pits and leach fields. Not all inspectors are licensed and licenses are not available for all types of inspection activities. In some cases, Buyer's lender as well as local government agencies may require System inspection. System-related maintenance costs may include, but not be limited to, locating, pumping or providing outlets to ground level. Brokers are unable to advise Buyer or Seller regarding System-related issues or associated costs, which may be significant. If Buyer and Seller agree to obtain a System inspection, Buyer and Seller are cautioned that the inspection cost may include, but not be limited to, the costs of locating, pumping or providing outlets to ground level.

11. WELL AND WATER SYSTEM(S): Buyer and Seller are advised that the Property may be served by one or more water wells, springs, or private community or public water systems. Any of these private or public water systems may contain bacteria, chemicals, minerals and metals, such as chromium. Well(s) may have been abandoned on the Property. Buyer is advised to have both the quality and the quantity of water evaluated, and to obtain an analysis of the quality of any domestic and agricultural water in use, or to be used at the Property, from whatever source. Water quality tests can include not only tests for bacteria, such as coliform, but also tests for organic and inorganic chemicals, metals, mineral content and gross alpha testing for radioactivity. Broker recommends that Buyer consult with a licensed,



qualified well and pump company and local government agency to determine whether any well/spring or water system will adequately serve Buyer's intended use and that Buyer have a well consultant perform an extended well output test for this purpose. Water well or spring capacity, quantity output and quality may change at any time. There are no guarantees as to the future water quality, quantity or duration of any well or spring. If Buyer wants further information, Broker(s) recommend that Buyer obtain an inspection of the condition, age, adequacy and performance of all components of the well/spring and any water system during Buyer's inspection contingency period. Brokers do not have expertise in this area.

12. WOOD DESTROYING PESTS: Buyer and Seller are advised that the presence of, or conditions likely to lead to the presence of infestation or infection of wood destroying pests and organisms may adversely affect the Property. Inspection reports covering these items can be separated into two sections: Section 1 identifies areas where infestation or infection is evident. Section 2 identifies areas where there are conditions likely to lead to infestation or infection. Brokers do not have expertise in this area. If Buyer wants further information, Buyer is advised and Broker recommends that Buyer have the Property inspected for the existence of such conditions and organisms, and conditions that may lead to their formation, by a registered structural pest control company during Buyer's inspection contingency period.

13. EASEMENTS, ACCESS AND ENCROACHMENTS: Buyer and Seller are advised that confirming the exact location of easements, shared or private driveways or roadways, and encroachments on or to the Property may be possible only by conducting a survey. There may be unrecorded easements, access rights, encroachments and other agreements affecting the Property that may not be disclosed by a survey. Representations regarding these items that are made in a Multiple Listing Service or advertisements, or plotted by a title company are often approximations, or based upon inaccurate or incomplete records. Unless otherwise specified by Broker in writing, Brokers have not verified any such matters or any representations made by Seller(s) or others. If Buyer wants further information, Buyer is advised and Broker(s) recommend that Buyer hire a licensed surveyor during Buyer's inspection contingency period. Brokers do not have expertise in this area.

14. EARTHQUAKE FAULT ZONES AND SEISMIC HAZARD ZONES: Buyer and Seller are advised that California Public Resources Code Sections 2622 and 2696 require the delineation and mapping of "Earthquake Fault Zones" along known active faults and "Seismic Hazard Zones" in California. Affected cities and counties must regulate certain development projects within these zones. Construction or development on affected properties may be subject to the findings of a geological report prepared by a registered California geologist. Generally, Seller must disclose if the Property is in such a zone and can use a research company to aid in the process. If Buyer wants further information, Broker recommends that, during Buyer's inspection contingency period, Buyer make independent inquiries with such research companies or with appropriate government agencies concerning the use and improvement of the Property. Brokers do not have expertise in this area. Buyer is advised that there is a potential for earthquakes and seismic hazards even outside designated zones.

15. FIRE HAZARDS: Buyer and Seller are advised that fires annually cause the destruction of thousands of homes. Due to varied climate and topography, certain areas have higher risks of fires than others. Certain types of materials used in home construction create a greater risk of fire than others. If the Property is located within a State Fire Responsibility Area or a Very High Fire Hazard Zone, generally Seller must disclose that fact to Buyer under California Public Resources Code Section 4136 and California Government Code Sections 51178 and 51183.5, and may use a research company to aid in the process. Owners of property may be assessed a fire prevention fee on each structure on each parcel in such zones. The fee may be adjusted annually commencing July 1, 2013. If Buyer wants further information, Broker recommends that, during Buyer's inspection contingency period, Buyer contact the local fire department and Buyer's insurance agent regarding the risk of fire. Brokers do not have expertise in this area. Buyer is advised that there is a potential for fires even outside designated zones.

16. FLOOD HAZARDS: Buyer and Seller are advised that if the Property is located within a Special Flood Hazard Area, as designated by the Federal Emergency Management Agency (FEMA), or an area of Potential Flooding pursuant to California Government Code Section 8589.3, generally Seller must disclose this fact to Buyer and may use a research company to aid in the process. The National Flood Insurance Program was established to identify all flood plain areas and establish flood-risk zones within those areas. The program mandates flood insurance for properties within high-risk zones if loans are obtained from a federally-regulated financial institution or are insured by any agency of the United States Government. The extent of coverage and costs may vary. If Buyer wants further information, Broker(s) recommend that Buyer consult his or her lender and/or insurance agent during Buyer's inspection contingency period. Brokers do not have expertise in this area. Buyer is advised that there is a potential for flooding even outside designated zones.

17. ZONE MAPS MAY CHANGE: Maps that designate, among other things, Earthquake Fault Zones, Seismic Hazard Zones, State Fire Responsibility Areas, Very High Fire Hazard Zones, Special Flood Hazard Areas, and Potential Flooding Areas are occasionally redrawn by the applicable Government Agency. Properties that are currently designated in a specified zone or area could be removed and properties that are not now designated in a specified zone or area could be placed in one or more such zones or areas in the future. A property owner may dispute a FEMA flood hazard location by submitting an application to FEMA.



18. BUILDING PERMITS, ZONING AND CODE COMPLIANCE: Buyer and Seller are advised that any structure on the Property, including the original structure and any addition, modification, remodel or improvement may have been built without permits, not according to building codes, or in violation of zoning laws. Further, even if such structure was built according to the then-existing code or zoning requirement, it may not be in compliance with current building standards or local zoning. It is also possible that local law may not permit structures that now exist to be rebuilt in the event of damage or destruction. Buyer is advised to check with appropriate government agencies or third party professionals to verify permits and legal requirements and the effect of such requirements on current and future use of the Property, its development and size. If Buyer wants further information, Broker(s) recommend that Buyer discuss the issue with an appropriate professional during Buyer's inspection contingency period. Brokers do not have expertise in this area.

19. VIEWS: Buyer and Seller are advised that present views from the Property may be affected by future development or growth of trees and vegetation on adjacent properties and any other property within the line of sight of the Property. Brokers make no representation regarding the preservation of existing views. If Buyer wants further information, Broker(s) recommend that Buyer review covenants, conditions and restrictions, if any, and contact neighboring property owners, government agencies and homeowner associations, if any, during Buyer's inspection contingency period. Brokers do not have expertise in this area.

20. FUTURE REPAIRS, REPLACEMENTS AND REMODELS: Buyer and Seller are advised that replacement or repairs of certain systems or rebuilding or remodeling of all or a portion of the Property may trigger requirements that homeowners comply with laws and regulations that either come into effect after Close of Escrow or are not required to be complied with until the replacement, repair, rebuild or remodel has occurred. Permit or code requirements or building standards may change after Close of Escrow, resulting in increasing costs to repair existing features. In particular, changes to state and federal energy efficiency regulations impact the installation, replacement and some repairs of heating and air conditioning units (HVAC). Federal regulations now require manufacturers of HVAC units to produce only units meeting a new higher Seasonal Energy Efficiency Rating (SEER). This will likely impact repairs and replacements of existing HVAC units. State regulations now require that when installing or replacing HVAC units, with some exceptions, duct work must be tested for leaks. Duct work leaking more than 15 percent must be repaired to reduce leaks. The average existing duct work typically leaks 30 percent. More information is available at the California Energy Commission's website <http://www.energy.ca.gov/title24/changeout>. Home warranty policies may not cover such inspections or repairs. The phase out of the use of R-22 Freon will have an impact on repairs and replacement of existing air conditioning units and heat pumps. More information is available from the Environmental Protection Agency at <http://www.epa.gov/ozone/title6/phaseout/22phaseout.html>. New efficiency standards are also in place for water heaters. As a consequence, replacement water heaters will generally be larger than existing units and may not fit in the existing space. Additional venting and other modifications may be required as well. More information is available from the U.S. Department of Energy at http://www1.eere.energy.gov/buildings/appliance_standards/product.aspx/productid/27. If Buyer wants further information, Broker recommends that Buyer discuss the issue with an appropriate professional during Buyer's inspection contingency period. Brokers do not have expertise in this area.

21. GOLF COURSE DISCLOSURES: Buyer and Seller are advised that if the Property is located adjacent to or near a golf course the following may apply: (i) Stray golf balls - Any residence near a golf course may be affected by errant golf balls, resulting in personal injury or destruction to property. Golfers may attempt to trespass on adjacent property to retrieve golf balls even though the project restrictions may expressly prohibit such retrieval. (ii) Noise and lighting - The noise of lawn mowers irrigation systems and utility vehicles may create disturbances to homeowners. Maintenance operations may occur in the early morning hours. Residents living near the clubhouse may be affected by extra lighting, noise, and traffic. (iii) Pesticides and fertilizer use - A golf course may be heavily fertilized, as well as subjected to other chemicals during certain periods of the year. (iv) Irrigation system - Golf course sprinkler systems may cause water overspray upon adjacent property and structures. Also the irrigation system of a golf course may use reclaimed and retreated wastewater. (v) Golf carts - Certain lots may be affected more than others by the use of golf carts. Lots adjacent to a tee or putting green may be subject to noise disturbances and loss of privacy. (vi) Access to golf course from residences - It is likely that most residences will not have direct access from their lots to the golf course. The project restrictions may disclaim any right of access or other easements from a resident's lot onto the golf course. (vii) View obstruction - Residents living near a golf course may have their views over the golf course impacted by maturing trees and landscaping or by changes to the course's configuration. (viii) Water restrictions - As some municipalities face water shortages, the continued availability of water to the golf course may be restricted or otherwise reduced by the local water agency. If Buyer wants further information, Broker(s) recommend that Buyer contact the local water agency regarding this matter.

22. SCHOOLS: Buyer and Seller are advised that children living in the Property may not, for numerous reasons, be permitted to attend the school nearest the Property. Various factors including, but not limited to, open enrollment policies, busing, overcrowding and class size reductions may affect which public school serves the Property. School district boundaries are subject to change. Buyer is advised to verify whether the Property is now, and at the Close of Escrow will be, in the school district Buyer understands it to be in and whether residing in the Property entitles a person to attend any specific school in which that Buyer is interested. Broker(s) recommend that Buyer contact the local school or school district for additional information during Buyer's inspection contingency period. Brokers do not have expertise in this area.

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23. NEIGHBORHOOD NOISE SOURCES: Buyer and Seller are advised that even if the Property is not in an identified airport noise influence area, the Property may still be subject to noise and air disturbances resulting from airplanes and other aircraft, commercial or military or both, flying overhead. Other common sources of noise include nearby commercial districts, schools, traffic on streets, highways and freeways, trains and general neighborhood noise from people, dogs and other animals. Noise levels and types of noise that bother one person may be acceptable to others. Buyer is advised to satisfy him/herself with regard to any sources of and amounts of noise at different times of day and night. Brokers do not have expertise in this area.

24. PETS AND ANIMALS: Buyer and Seller are advised that the current or previous owner(s) may have had domesticated or other pets and animals at the Property. Odors from animal urine or other contamination may be dormant for long periods of time and then become active because of heat, humidity or other factors and might not be eliminated by cleaning or replacing carpets or other cleaning methods. Pet urine and feces can also damage hardwood floors and other floor coverings. Additionally, an animal may have had fleas, ticks and other pests that remain on the Property after the animal has been removed. If Buyer wants further information, Broker(s) recommend that Buyer discuss the issue with an appropriate professional during Buyer's inspection contingency period. Brokers do not have expertise in this area.

25. SWIMMING POOL, SECURITY AND SAFETY: Buyer and Seller are advised that state and local Law may require the installation of barriers, anti-entrapment grates, access alarms, self-latching mechanisms and/or other measures to decrease the risk to children and other persons of existing swimming pools and hot tubs, as well as various fire safety and other measures concerning other features of the Property. Compliance requirements differ from city to city and county to county. Unless specifically agreed, the Property may not be in compliance with these requirements. Brokers do not have expertise in this area. If Buyer wants further information, Broker(s) recommend that Buyer contact local government agencies about these restrictions and other requirements.

26. RETROFIT, BUILDING REQUIREMENTS, AND POINT OF SALE REQUIREMENTS: Buyer and Seller are advised that state and local Law may require (i) the installation of operable smoke detectors, (ii) bracing or strapping of water heaters, and (iii) upon sale completion of a corresponding written statement of compliance that is delivered to Buyer. Although not a point of sale or retrofit obligation, state law may require the property to have operable carbon monoxide detection devices. Additionally, some city and county governments may impose additional retrofit standards at time of sale including, but not limited to, installing low-flow toilets and showerheads, gas shut-off valves, and tempered glass. Brokers do not have expertise in this area. Broker(s) recommend that Buyer and Seller consult with the appropriate government agencies, inspectors, and other professionals to determine the retrofit standards for the Property, the extent to which the Property complies with such standards, and the costs, if any, of compliance.

27. WATER SHORTAGES AND CONSERVATION: Buyer and Seller are advised that the Property may be located in an area that could experience water shortages. The policies of local water districts and the city or county in which the Property is located can result in the occurrence of any or all of the following: (i) limitations on the amount of water available to the Property, (ii) restrictions on the use of water, and (iii) an increasingly graduated cost per unit of water use, including, but not limited to, penalties for excess usage. For further information, Broker recommends that Buyer contact the supplier of water to the Property regarding the supplier's current or anticipated policies on water usage and to determine the extent to which those policies may affect Buyer's intended use of the Property. If the Property is serviced by a private well, Buyer is advised that drought conditions and/or a low water table may make it necessary to arrange, through a private supplier, for delivery of water to the Property. Buyers should contact water truck companies for the costs involved. Brokers do not have expertise in this area.

28. NEIGHBORHOOD, AREA, PERSONAL FACTORS, HIGH SPEED RAILS, AND SMOKING RESTRICTIONS: Buyer and Seller are advised that the following may affect the Property or Buyer's intended use of it: neighborhood or area conditions, including schools, proximity and adequacy of law enforcement, crime, fire protection, other government services, availability, adequacy and cost of any speed-wired, wireless internet connections or other telecommunications or other technology services and installations, proximity to medical marijuana growing or distribution locations, cell phone towers, manufacturing, commercial, industrial, airport or agricultural activities or military ordnance locations, existing and proposed transportation, construction, and development, any other source that may affect noise, view, traffic, or odor, wild and domestic animals, susceptibility to tsunami and adequacy of tsunami warnings, other nuisances, hazards, or circumstances, protected species, wetland properties, botanical diseases, historic or other governmentally-protected sites or improvements, cemeteries, conditions and influences of significance to certain cultures and/or religions, and personal needs, requirements and preferences of Buyer. California is potentially moving toward high speed rail service between Northern and Southern California. This rail line could have an impact on the Property if it is located nearby. More information on the timing of the project and routes is available from the California High-Speed Rail Authority at <http://cahighspeedrail.ca.gov>. The State of California has long-standing no smoking laws in place restricting smoking in most business and some public spaces. Local jurisdictions may enact laws that are more restrictive than state law. Many California cities have enacted restrictions on smoking in parks, public sidewalks, beaches and shopping areas. Some jurisdictions have restrictions entirely banning smoking inside privately owned apartments and condominiums as well as in the common areas of such structures, or limiting smoking to certain designated areas. If Buyer wants further information, Broker(s) recommend that Buyer contact local government agencies about these restrictions.



29. UNDERGROUND PIPELINES AND UTILITIES: Throughout California underground pipelines transport natural gas, liquid fuel and other potentially hazardous materials. These pipelines may or may not provide utility services to the Property. Information about the location of some of the pipelines may be available from a company that also provides disclosures of natural and other hazards or from other sources of public maps or records. Proximity to underground pipelines, in and of itself, does not affirmatively establish the risk or safety of the property. If Buyer wants further information about these underground pipelines and utilities, Buyer is advised to consult with appropriate experts during Buyer's inspection contingency period. Brokers do not have expertise in this area.

30. MARIJUANA AND METHAMPHETAMINE LABS: Buyer and Seller are advised that California law permits individual patients to cultivate, possess and use marijuana for medical purposes. Furthermore, California law permits primary caregivers, lawfully organized cooperatives, and collectives to cultivate, distribute and possess marijuana for medicinal purposes. California's medical marijuana law is in direct conflict with federal law which recognizes no lawful use for marijuana and has no exemptions for medical use. Federal criminal penalties, some of which mandate prison time, remain in effect for the possession, cultivation and distribution of marijuana. Buyer and Seller are strongly advised to seek legal counsel as to the legal risks and issues surrounding owning or purchasing a property where medical or any other marijuana activity is taking place. Marijuana storage, cultivation and processing carry the risk of causing mold, fungus or moisture damage to a property, additionally, some properties where marijuana has been cultivated have had alterations to the structure or the electrical system which may not have been done to code or with permits and may affect the safety of the structure or the safe operation of the electrical system. Buyer is strongly advised to retain an environmental hygienist contractor and other appropriate professionals to inspect a property where medical or any other marijuana activity has taken place. Broker recommends that Buyer and Seller involved with a property where there is medical marijuana activity or where it may take place review the California Attorney General's Guidelines for the "Security and Non-Diversion of Marijuana Grown for Medical Use" (http://ag.ca.gov/cms_attachments/press/pdfs/n1601_medicalmarijuanaguidelines.pdf) and the U.S. Department of Justice memo regarding marijuana prosecutions at <http://www.justice.gov/opa/documents/medical-marijuana.pdf>. Brokers do not have expertise in this area. While no state law permits the private production of methamphetamine, some properties have been the site of an illegal methamphetamine laboratory. State law imposes an obligation to notify occupants, a ban on occupying the property and clean up requirements when authorities identify a property as being contaminated by methamphetamine. Buyer is advised that a property where methamphetamine has been produced may pose a very serious health risk to occupants. Buyer is strongly advised to retain an environmental hygienist contractor or other appropriate professionals to inspect the property if methamphetamine production is suspected to have taken place. Brokers do not have expertise in this area.

31. INSURANCE AND TITLE INSURANCE AFTER FORECLOSURE: Buyer and Seller are advised that Buyer may have difficulty obtaining insurance regarding the Property if there has been a prior insurance claim affecting the Property or made by Buyer but unrelated to the Property. Seller is required by C.A.R. Form RPA to disclose known insurance claims made during the past five years (C.A.R. Form SPQ or SSD). Sellers may not be aware of claims prior to their ownership. If Buyer wants further information, Broker(s) recommend that, during Buyer's inspection contingency period, Buyer conduct his or her own investigation for past claims. Buyer may need to obtain Seller's consent in order to have access to certain investigation reports. If the Property is a condominium, or is located in a planned unit development or other common interest subdivision, Buyer and Seller are advised to determine if the individual unit is covered by the Homeowner Association Insurance. Broker(s) recommend that Buyer consult Buyer's insurance agents during Buyer's inspection contingency period to determine the need, availability and possibility of securing any and all forms of other insurance or coverage or any conditions imposed by insurer as a requirement of issuing insurance. If Buyer does any repairs to the property during the escrow period or Buyer takes possession prior to Close of Escrow or Seller remains in possession after Close of Escrow, whether for a limited or extended period of time, Broker(s) recommend that Buyer and Seller each consult with their own insurance agent regarding insurance or coverage that could protect them in the transaction (including but not limited to: personal property, flood, earthquake, umbrella and renter's). Buyer and Seller are advised that traditional title insurance generally protects Buyer's title acquired through the sale of the property. While all title insurance policies, as do all insurance policies, contain some exclusions, some title insurance policies contain exclusions for any liability arising from a previous foreclosure. This can occur when a short sale has occurred but the lender mistakenly has also proceeded with a foreclosure. Buyer is strongly advised to consult with a title insurer to satisfy themselves that the policy to be provided adequately protects their title to the property against other possible claimants. Brokers do not have expertise in this area.

32. OWNER'S TITLE INSURANCE: The Truth in Lending/RESPA integrated disclosure (TRID) established by the Consumer Financial Protection Bureau (CFPB) requires that lenders must tell borrowers that title insurance is "optional." While obtaining an owner's policy of title insurance may be "optional", it may be a contractual requirement as between Buyer and Seller. Furthermore, California Civil Code § 1057.6 requires that escrows provide the following notice to borrowers:

"IMPORTANT: IN A PURCHASE OR EXCHANGE OF REAL PROPERTY, IT MAY BE ADVISABLE TO OBTAIN TITLE INSURANCE IN CONNECTION WITH THE CLOSE OF ESCROW SINCE THERE MAY BE PRIOR RECORDED LIENS AND ENCUMBRANCES WHICH AFFECT YOUR INTEREST IN THE PROPERTY BEING ACQUIRED. A NEW POLICY OF TITLE INSURANCE SHOULD BE OBTAINED IN ORDER TO ENSURE YOUR INTEREST IN THE PROPERTY THAT YOU ARE ACQUIRING."

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Additionally, even the CFPB on its "ask CFPB" "What is owner's title insurance?" page advises "You may want to buy an owner's title insurance policy, which can help protect your financial interest in the home." Moreover, not obtaining an owner's policy may increase the cost of the lender's policy (required by most lenders), possibly require the separate purchase of a preliminary title report, and may have an impact on the sale of the Property in the future.

Buyers who decide to opt out of obtaining an owner's title insurance policy are acting against the advice of Brokers as well as the advice provided in the California Civil Code and by the CFPB.

33. CALIFORNIA FAIR PLAN: Buyer and Seller are advised that insurance for certain hillside, oceanfront and brush properties may be available only from the California Fair Plan. This may increase the cost of insurance for such properties and coverage may be limited. Broker(s) recommend that Buyer consult with Buyer's own insurance agent during Buyer's inspection contingency period regarding the availability of coverage under the California Fair Plan and the length of time it may take for processing of a California Fair Plan application. Brokers do not have expertise in this area.

34. HISTORICAL DESIGNATION, COASTAL COMMISSION, ARCHITECTURAL, LANDSCAPE, AGRICULTURAL OR OPEN SPACE AND OTHER RESTRICTIONS ON BUILDINGS OR IMPROVEMENTS: Buyer and Seller are advised that the Property may be: (i) designated as a historical landmark, (ii) protected by a historical conservancy, (iii) subject to an architectural or landscaping review process, (iv) within the jurisdiction of the California Coastal Commission or other government agency, or (v) subject to a contract preserving use of all or part of the Property for agriculture or open space. If the Property is so designated or within the jurisdiction of any such, or similar, government agency, then there may be restrictions on Buyer's ability to develop, remove or trim trees or other landscaping, remodel, make improvements to and build on or rebuild the Property. Broker(s) recommend that Buyer satisfy him/herself during Buyer's inspection contingency period if any of these issues are of concern to Buyer. Brokers do not have expertise in this area.

35. 1915 IMPROVEMENT BOND MELLO-ROOS COMMUNITY DISTRICT, AND OTHER ASSESSMENT DISTRICTS: Buyer and Seller are advised that the Property may be subject to an improvement bond assessment under the Improvement Bond Act of 1915, a levy of a special tax pursuant to a Mello-Roos Community Facilities district, and/or a contractual assessment as provided in Section 5898.24 of the Streets And Highways Code or other assessment districts. Seller is generally required to make a good faith effort to obtain a disclosure notice from any local agency collecting such taxes and deliver such notice to Buyers. Brokers do not have expertise in this area.

36. PACE LOANS AND LIENS: The acronym PACE stands for Property Assessed Clean Energy. PACE programs allow property owners to finance energy and water conservation improvements and pay for them through an assessment on the owner's property. PACE programs are available in most areas for both residential one to four unit properties and commercial properties. PACE programs may be referred to by different names such as HERO or SCEIP, among others. If a PACE project is approved, an assessment lien is placed on the property for the amount owed plus interest. The property owner repays the entity for the improvements as a special tax assessment on the property tax bill over a period of years. A PACE lien is similar to a property tax lien in that it has "super priority." Sellers are obligated to disclose, pursuant to the C.A.R. purchase agreement, whether any improvement is subject to a lien such as a PACE lien. Properties that are subject to PACE liens made on or after July 6, 2010 may not be eligible for financing. For more information, Buyer may request from Broker the C.A.R. Legal Q&A titled: "PACE Programs and Solar Leases". Brokers do not have expertise in this area.

37. SOLAR PANEL LEASES: Solar panel or power systems may be owned or leased. Although leased systems are probably personal property, they are included in the sale by the C.A.R. purchase agreement which also obligates the Seller to make a disclosure to the Buyer and provide the Buyer with documentation concerning the lease and system. Leasing companies generally secure payments by filing a UCC-1 (a Uniform Commercial Code form giving notice of a creditor's security interest) against the property. Buyers are given a contingency right to investigate the solar related system and documentation and assume any lease. Should a solar panel or power system be on the Property, Buyers should determine if the system is leased or owned. For more information, Buyer may request from Broker the C.A.R. Legal Q&A titled: "PACE Programs and Solar Leases". Brokers do not have expertise in this area.

38. HOMEOWNER ASSOCIATIONS AND COVENANTS, CONDITIONS AND RESTRICTIONS ("CC&Rs"); CHARGING STATIONS; FHA/VA APPROVAL: Buyer and Seller are advised that if the Property is a condominium, or located in a planned unit development, or in a common interest subdivision, there are typically restrictions on use of the Property and rules that must be followed. Restrictions and rules are commonly found in Declarations and other governing documents. Further there is likely to be a homeowner association (HOA) that has the authority to affect the Property and its use. Whether or not there is a HOA, the Property may still be subject to CC&Rs restricting use of the Property. The HOA typically has the authority to enforce the rules of the association, assess monetary payments (both regular monthly dues and special assessments) to provide for the upkeep and maintenance of the common areas, and enforce the rules and assessment obligations. If you fail to abide by the rules or pay monies owed to the HOA, the HOA may put a lien against your Property. Additionally, if an electric vehicle charging station is installed in a common area or an exclusive use common area, each Seller whose parking space is on or near that charging station must disclose its existence and that the Buyer will have the responsibilities set forth in California Civil Code §4745.



The law requires the Seller to provide the Buyer with the CC&Rs and other governing documents, as well as a copy of the HOA's current financial statement and operating budget, among other documents. Effective July 1, 2016, a Common Interest Development (CID) will be required to include in its annual budget report a separate statement describing the status of the CID as a Federal Housing Administration or Department of Veterans Affairs approved Development. While the purchase agreement and the law require that the annual budget be provided by Seller to Buyer, Brokers will not and cannot verify the accuracy of information provided by the CID. Buyer is advised to carefully review all HOA documents provided by Seller and the CC&Rs, if any, and satisfy him/herself regarding the use and restrictions of the Property, the amount of monthly dues and/or assessments, the adequacy of reserves, current and past insurance coverage and claims, and the possibility of any legal action that may be taken by or against the HOA. The HOA may not have insurance or may not cover personal property belonging to the owner of the unit in the condominium, common interest or planned unit development. For more information Buyer may request from Broker the C.A.R. Legal Q&A titled: "Homeowners' Associations: A Guide for REALTORS®". Brokers do not have expertise in this area.

39. LEGAL ACTION: Buyer and Seller are advised that if Seller or a previous owner was involved in a legal action (litigation or arbitration) affecting the Property, Buyer should obtain and review public and other available records regarding the legal action to determine: (i) whether the legal action or any resolution of it affects Buyer and the Property, (ii) if any rights against any parties involved in the legal action survive the legal action or have been terminated or waived as a result of the legal action, whether or not involving the same issue as in the legal action, and (iii) if any recommendations or requirements resulting from the legal action have been fulfilled and, if so, that Buyer is satisfied with any such action. Buyer should seek legal advice regarding these matters.

40. COMMUNITY ENHANCEMENT AND PRIVATE TRANSFER FEES: Buyer and Seller are advised that some areas or communities may have enhancement fees or user-type fees, or private transfer taxes and fees, over and above any stated fees. The Federal Housing Finance Agency has issued a rule that prohibits Fannie Mae and Freddie Mac from purchasing loans made on properties with private transfer fees if those fees were established on or after February 8, 2011. See title 12 Code of Federal Regulations Section 1228 for more information and exceptions. Private transfer fees: (i) may last for a fixed period of time or in perpetuity, (ii) are typically calculated as a percentage of the sales price, and (iii) may have private parties, charitable organizations or interest-based groups as their recipients who may use the funds for social issues unrelated to the property. Brokers do not have expertise in this area.

41. GENERAL RECALL/DEFECTIVE PRODUCT/CLASS ACTION INFORMATION: Buyer and Seller are advised that government entities and manufacturers may at any time issue recall notices and/or warnings about products that may be present in the Property, and that these notices or warnings can change. The following nonexclusive, non-exhaustive list contains examples of recalled/defective products/class action information: horizontal furnaces, Whirlpool Microwave Hood Combination; RE-ConBuilding products roof tiles; Central Sprinkler Company Fire Sprinklers; Robert Shaw Water Heater Gas Control Valves; Trex Decking; water heaters; aluminum wiring; galvanized, abs, polybutylene and copper pipe; and dry wall manufactured in China. There is no single, all-inclusive source of information on product recalls, defective products or class actions; however, the U.S. Consumer Product Safety Commission (CPSC) maintains a website that contains useful information. If Buyer wants further information regarding the items listed above, Broker(s) recommend that Buyer review the CPSC website at <http://www.cpsc.gov> during Buyer's inspection contingency period. Another source affiliated with the CPSC is Saferproducts.gov which allows a Buyer to search by product type or product name. Buyers may also search using the various search engines on the Internet for the specified product or products in question. Brokers recommend that Buyers satisfy themselves regarding recalled or defective products. Brokers do not have expertise in this area and Brokers will not determine if any aspect of the Property is subject to a recall or is affected by a class action lawsuit.

42. RENTAL PROPERTY RESTRICTIONS: Buyer and Seller are advised that some cities and counties impose restrictions that limit the rent that can be charged to a tenant, the maximum number of tenants who can occupy the property and the right of a landlord to terminate a tenancy and the costs to do so. If Buyer wants further information, Broker(s) recommend that Buyer investigate the issue with an appropriate government authority during Buyer's inspection contingency period. Brokers do not have expertise in this area.

43. LAND LEASE: Buyer and Seller are advised that certain developments are built on leased land. This means that: (i) Buyer does not own the land, (ii) the right to occupy the land will terminate at some point in time, (iii) the cost to lease the land may increase at some point in the future, and (iv) Buyer may not be able to obtain title insurance or may have to obtain a different type of title insurance. If Buyer wants further information, Broker recommends that Buyer discuss the issue with an attorney or other appropriate professional. Brokers do not have expertise in this area.

44. HOME WARRANTY: Buyer and Seller are advised that Buyer and Seller can purchase home warranty plans covering certain standard systems of the Property both before and after Close of Escrow. Seller can obtain coverage for the Property during the listing period. For an additional premium, an upgraded policy providing additional coverage for air conditioning, pool and spa and other features can be purchased. Home warranties do not cover every aspect of the Property and may not cover inspections or upgrades for repairs required by state or federal laws or pre-existing conditions. Broker(s) recommend that Buyer review the policy for details. Brokers do not have expertise in this area.



45. INTERNET ADVERTISING; INTERNET BLOGS; SOCIAL MEDIA: Buyer and Seller are advised that Broker may employ a service to provide a "virtual tour" or Internet marketing of the Property, permitting potential buyers to view the Property over the Internet. Neither the service provider nor Brokers have control over who will obtain access to such services or what action such persons might take. Additionally, some Internet sites and other social media provide formats for comments or opinions of value of properties that are for sale. Information on the Property, or its owner, neighborhood, or any homeowner association having governance over the Property may be found on the internet on individual or commercial web sites, blogs, Facebook pages, or other social media. Any such information may be accurate, speculative, truthful or lies. Broker will not investigate any such sites, blogs, social media or other internet sites or the representations contained therein. Buyer is advised to make an independent search of electronic media and online sources prior to removing any investigation contingency. Buyer and Seller are advised that Brokers have no control over how long the information concerning the Property will be available on the Internet or through social media. Brokers do not have expertise in this area.

46. ESCROW FUNDS: Buyer and Seller are advised that California Insurance Code Section 12413.1 provides that escrow companies cannot disburse funds unless there are sufficient "good funds" to cover the disbursement. "Good funds" are defined as cash, wire transfers and cashiers' or certified checks drawn on California depositories. Escrow companies vary in their own definitions of "good funds." Broker(s) recommend that Buyer and Seller ask the escrow company regarding its treatment of "good funds." All samples and out-of-state checks are subject to waiting periods and do not constitute "good funds" until the money is physically transferred to and received by the escrow holder. Brokers do not have expertise in this area.

47. ONLINE OR WIRE FUNDS TRANSFERS: Instructions for the online or wire transfer of escrow deposits have been known to be intercepted by hackers who alter them so that Buyer's funds are actually wired to accounts controlled by criminals rather than the escrow company. Buyers should exercise extreme caution in making electronic funds transfers, verifying that the organization they are transferring funds to is, in fact, the escrow company and that their own bank account information is not being exposed.

48. NOTICE OF YOUR "SUPPLEMENTAL" PROPERTY TAX BILL: Buyer and Seller are advised that pursuant to Civil Code § 1102.6(c), Seller, or his or her agent, is required to provide the following "Notice of Your 'Supplemental' Property Tax Bill" to the Buyer:

"California property tax law requires the Assessor to revalue real property at the time the ownership of property changes. Because of this law, you may receive one or two supplemental tax bills, depending on when your loan closes.

The supplemental tax bills are not mailed to your lender. Even if you have arranged for your property tax payments to be paid through an impound account, the supplemental tax bills will not be paid by your lender. It is your responsibility to pay these supplemental bills directly to the Tax Collector. If you have any questions concerning this matter, please call your Tax Collector's Office."

Although the notice refers to loan closing as a trigger, it is actually the change of ownership which triggers this reassessment of property taxes. Therefore, the Property can be reassessed even if there is no loan involved in the purchase of the Property. The Purchase Agreement may allocate supplemental tax bills received after the Close of Escrow to the Buyer. If Buyer wants further information concerning these matters, Broker(s) recommend that Buyer discuss the issue with the County Assessor or Tax Collector or their own tax or legal advisor. Brokers do not have expertise in this area.

49. NON CONFIDENTIALITY OF OFFERS: Buyer is advised that Seller or Listing Agent may disclose the existence, terms, or conditions of Buyer's offer, unless all parties and their agent have signed a written confidentiality agreement (such as C.A.R. Form CND). Whether any such information is actually disclosed depends on many factors, such as current market conditions, the prevailing practice in the real estate community, the Listing Agent's marketing strategy and the instructions of the Seller.

50. FIRPTA/CALIFORNIA WITHHOLDING: Buyer and Seller are advised that: (i) Internal Revenue Code Section 1445, as of February 17, 2016, requires a Buyer to withhold and to remit to the Internal Revenue Service 15% of the purchase price of the property if the Seller is a non-resident alien, unless an express exemption applies. Only 10% needs to be withheld if the buyer acquires the property as Buyer's residence and the price paid does not exceed \$1,000,000. Seller may avoid withholding by providing Buyer a statement of non-foreign status. The statement must be signed by Seller under penalty of perjury and must include Seller's tax identification number. Buyer can also avoid having to withhold Federal taxes from Seller's Proceeds if the property price is \$300,000 or less, and the Buyer signs an affidavit stating Buyer intends to occupy the property as a principal residence. (ii) California Revenue and Taxation Code Section 18662 requires that a Buyer withhold and remit to the California Franchise Tax Board 3 1/3% of the purchase price of the property unless the Seller signs an affidavit that the property was the Seller's (or the decedent's, if a trust or probate sale) principal residence or that the sales price is \$100,000 or less or another express exemption applies. Exemptions from withholding also apply to legal entities such as corporations, LLCs, and partnerships. Brokers cannot give tax or legal advice. Broker recommends that Buyer and Seller seek advice from a CPA, attorney or taxing authority. Brokers do not have expertise in this area.

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STATEWIDE BUYER AND SELLER ADVISORY (SBSA PAGE 10 OF 12)

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County of

51. LIQUIDATED DAMAGES: Buyer and Seller are advised that a liquidated damages clause is a provision Buyer and Seller can use to agree in advance to the amount of damages that a seller will receive if a buyer breaches the Agreement. The clause usually provides that a seller will retain a buyer's initial deposit paid if a buyer breaches the agreement, and generally must be separately initialed by both parties and meet other statutory requirements to be enforceable. For any additional deposits to be covered by the liquidated damages clause, there generally must be another separately signed or initialed agreement (see C.A.R. Form RID). However, if the Property contains from 1 to 4 units, one of which a buyer intends to occupy, California Civil Code Section 1675 limits the amount of the deposit subject to liquidated damages to 3% of the purchase price. Even though both parties have agreed to a liquidated damages clause, an escrow company will usually require either a judge's or arbitrator's decision or instructions signed by both parties in order to release a buyer's deposit to a seller. Buyers and Sellers must decide on their own, or with the advice of legal counsel, whether to agree to a liquidated damages clause. Brokers do not have expertise in this area.

52. MEDIATION: Buyer and Seller are advised that mediation is a process by which the parties hire a neutral person to facilitate discussion and negotiation between the parties with the goal of helping them reach a settlement of their dispute. The parties generally share in the cost of this confidential, non-binding negotiation. If no agreement is reached, either party can pursue further legal action. Under C.A.R. Form RPA-CA: (i) the parties must mediate any dispute arising out of their agreement (with a few limited exceptions, such as matters within the jurisdiction of a small claims court) before they resort to arbitration or court, and (ii) if a party proceeds to arbitration or court without having first attempted to mediate the dispute, that party risks losing the right to recover attorney fees and costs even if he or she prevails.

53. ARBITRATION: Buyer and Seller are advised that arbitration is a process by which the disputing parties hire a neutral person to render a binding decision. Generally, arbitration is faster and less expensive than resolving disputes by litigating in court. The rules are usually less formal than in court, and it is a private process not a matter of public record. By agreeing to arbitration, the parties give up the right to a jury trial and to appeal the arbitrator's decision. Arbitration decisions have been upheld even when arbitrators have made a mistake as to the law or the facts. If the parties agree to arbitration, then after first attempting to settle the dispute through mediation, any dispute arising out of their agreement (with a few limited exceptions) must be submitted to binding arbitration. Buyer and Seller must weigh the benefits of a potentially quicker and less expensive arbitration against giving up the right to a jury trial and the right to appeal. Brokers cannot give legal advice regarding these matters. Buyers and Sellers must decide on their own, or with the advice of legal counsel, whether to agree to arbitration. Brokers do not have expertise in this area.

54. MEGAN'S LAW DATABASE DISCLOSURE: Notice: Pursuant to Section 290.46 of the Penal Code, information about specific registered sex offenders is made available to the public via an Internet Web site maintained by the Department of Justice at www.meganslaw.ca.gov. Depending on an offender's criminal history, this information will include either the address at which the offender resides or the community of residence and ZIP Code in which he or she resides. (Neither Seller nor Brokers are required to check this website. If Buyer wants further information, Broker recommends that Buyer obtain information from this website during Buyer's inspection contingency period. Brokers do not have expertise in this area.)

55. DEATH ON THE PROPERTY: California Civil Code Section 1710.2 protects a seller from: (i) failing to disclose a death on the property that occurred more than 3 years before a buyer has made an offer on a property; and (ii) failing to disclose if an occupant of a property was afflicted with HIV/AIDS, regardless of whether a death occurred or if so, when. Section 1710.2 does not protect a seller from making a misrepresentation in response to a direct inquiry. If the Buyer has any concerns about whether a death occurred on the Property or the manner, location, details or timing of a death, the buyer should direct any specific questions to the Seller in writing.

56. ELECTRONIC SIGNATURES: The ability to use electronic signatures to sign legal documents is a great convenience, facilitating the ability to send and receive documents and reach agreement in a real estate transaction. However, Buyers and Sellers are cautioned to carefully read each provision. Arrows indicating "sign here" are merely there for the convenience of finding the next signature line. Only sign if you consent to the terms provided in the document. Brokers strongly advise Buyers and Sellers to read the entire document before signing even if they have reviewed an earlier draft. Do not just scroll through or skip to the next signature line. You are signing a legally binding agreement. Read it carefully. Ask your Broker, Agent or legal advisor if you have questions or do not understand a provision, and sign only if you agree to be bound by the terms.



Property Address: 106 and 126 Old Mammoth Rd., Mammoth Lakes, CA 93546

Date: February 15, 2018

57. LOCAL ADDENDA (IF CHECKED):

The following local disclosures or addenda are attached:

- A. _____
- B. _____
- C. _____
- D. _____

Buyer and Seller acknowledge and agree that Brokers: (i) do not decide what price Buyer should pay or Seller should accept; (ii) do not guarantee the condition of the Property; (iii) do not guarantee the performance, adequacy or completeness of inspections, services, products or repairs provided or made by Seller or others; (iv) do not have any obligation to conduct an inspection of common areas or areas off the site of the Property (v) shall not be responsible for identifying defects on the Property, in common areas, or offsite unless such defects are visually observable by an inspection of reasonably accessible areas of the Property or are known to Brokers; (vi) shall not be responsible for inspecting public records or permits concerning the title or use of Property; (vii) shall not be responsible for identifying the location of boundary lines or other items affecting title; (viii) shall not be responsible for verifying square footage, representations of others or information contained in investigation reports, Multiple Listing Service, advertisements, flyers or other promotional material; (ix) shall not be responsible for providing legal or tax advice regarding any aspect of a transaction entered into by Buyer or Seller; and (x) shall not be responsible for providing other advice or information that exceeds the knowledge, education and experience required to perform real estate licensed activity. Buyer and Seller agree to seek legal, tax, insurance, title and other desired assistance from appropriate professionals.

Buyer and Seller are encouraged to read this Advisory carefully. By signing below, Buyer and Seller acknowledge that each has read, understands and received a copy of this Advisory.

BUYER _____ *Mono County* Date _____

BUYER _____ Date _____

(Address) _____

SELLER _____ Date _____

SELLER _____ Date _____

(Address) _____

Real Estate Broker (Selling Firm) Matthew Lehman Real Estate Cal BRE Lic. # 01524943

By Matthew Lehman Cal BRE Lic.# 01149776 Date _____

Address P.O. Box 1445/1949 Sierra Park Rd-2nd Fl City Mammoth Lakes State CA Zip 93546

Telephone (760)934-1110 Fax (760)934-3319 Email matthew@homesmammoth.com

Real Estate Broker (Listing Firm) _____ Cal BRE Lic. # _____

By _____ Cal BRE Lic.# _____ Date _____

Address _____ City _____ State _____ Zip _____

Telephone _____ Fax _____ Email _____

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STATEWIDE BUYER AND SELLER ADVISORY (SBSA PAGE 12 OF 12)

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County of _____



BUYER MATERIAL ISSUES
(C.A.R. Form BMI, Revised 11/11)

1. PARTIES AND PROPERTY:

- A. Mono County ("Buyer") has entered into a written or oral agreement with Matthew Lehman Real Estate ("Broker") for the purpose of locating and acquiring real property, a manufactured home or business.
- B. (If known) Buyer has made, is contemplating making an offer to purchase the specific property described as 106 and 126 Old Mammoth Rd., Assessor's Parcel No. _____, situated in Mammoth Lakes, County of Mono, California ("Property").

2. BUYER OBLIGATION TO DISCLOSE MATERIAL ISSUES:

In accordance with the terms and conditions of the written or oral agreement between Buyer and Broker, Buyer has agreed to notify Broker in writing of any material issue to Buyer, such as, but not limited to Buyer's request for information on, or concerns regarding, any particular area of interest or importance to Buyer ("Material Issues").

3. BUYER DISCLOSURE:

The following are Material Issues to Buyer regarding any property, or (if checked) only the Property specified above:

4. SCOPE OF BROKER DUTY:

- A. Broker recommends that Buyer select other professionals to investigate the Property through inspections, investigations, tests, surveys, reports, studies and other available information ("Inspections") during the transaction.
- B. Buyer acknowledges and agrees that Broker: (i) Does not decide what price Buyer should pay or Seller should accept; (ii) Does not guarantee the condition of the Property; (iii) Does not guarantee the performance, adequacy or completeness of inspections, services, products or repairs provided or made by Seller or others; (iv) Does not have an obligation to conduct an inspection of common areas off the site of the Property; (v) Shall not be responsible for identifying defects on the Property, in common areas or offsite unless such defects are visually observable by an inspection of reasonably accessible areas of the Property or are known to Broker; (vi) Shall not be responsible for inspecting public records or permits concerning the title or use of Property; (vii) Shall not be responsible for identifying the location of boundary lines or other items affecting title; (viii) Shall not be responsible for verifying square footage, representations of others or information contained in Investigation reports, Multiple Listing Service, advertisements, flyers or other promotional material; (ix) Shall not be responsible for providing legal or tax advice regarding any aspect of a transaction entered into by Buyer or Seller; and (x) Shall not be responsible for providing other advice or information that exceeds the knowledge, education and experience required to perform real estate licensed activity. Buyer and Seller agree to seek legal, tax, insurance, title and other desired assistance from appropriate professionals.
- C. Broker owes no duty to inspect for common environmental hazards, earthquake weaknesses, or geologic and seismic hazards. If Buyer receives the booklets titled "Environmental Hazards: A Guide for Homeowners, Buyers, Landlords and Tenants," "The Homeowner's Guide to Earthquake Safety," or "The Commercial Property Owner's Guide to Earthquake Safety," the booklets are deemed adequate to inform Buyer regarding the information contained in the booklets.
- D. Buyer represents that Buyer has disclosed to Broker all Material Issues regarding particular features, issues, concerns, and requirements important to Buyer in their decision to purchase the Property or any property. Buyer additionally agrees that Broker is entitled to rely on Buyers disclosure of Material Issues in Broker's representation of Buyer and in pursuing and disclosing information about the Property or properties.

5. ACKNOWLEDGMENT:

By signing below, Buyer acknowledges that Buyer has read, understands, accepts and has received a copy of this Statement of Buyer Material Issues.

Buyer Mono County Date _____

Broker (Firm) Matthew Lehman Real Estate

By (Agent) Matthew Lehman Date _____

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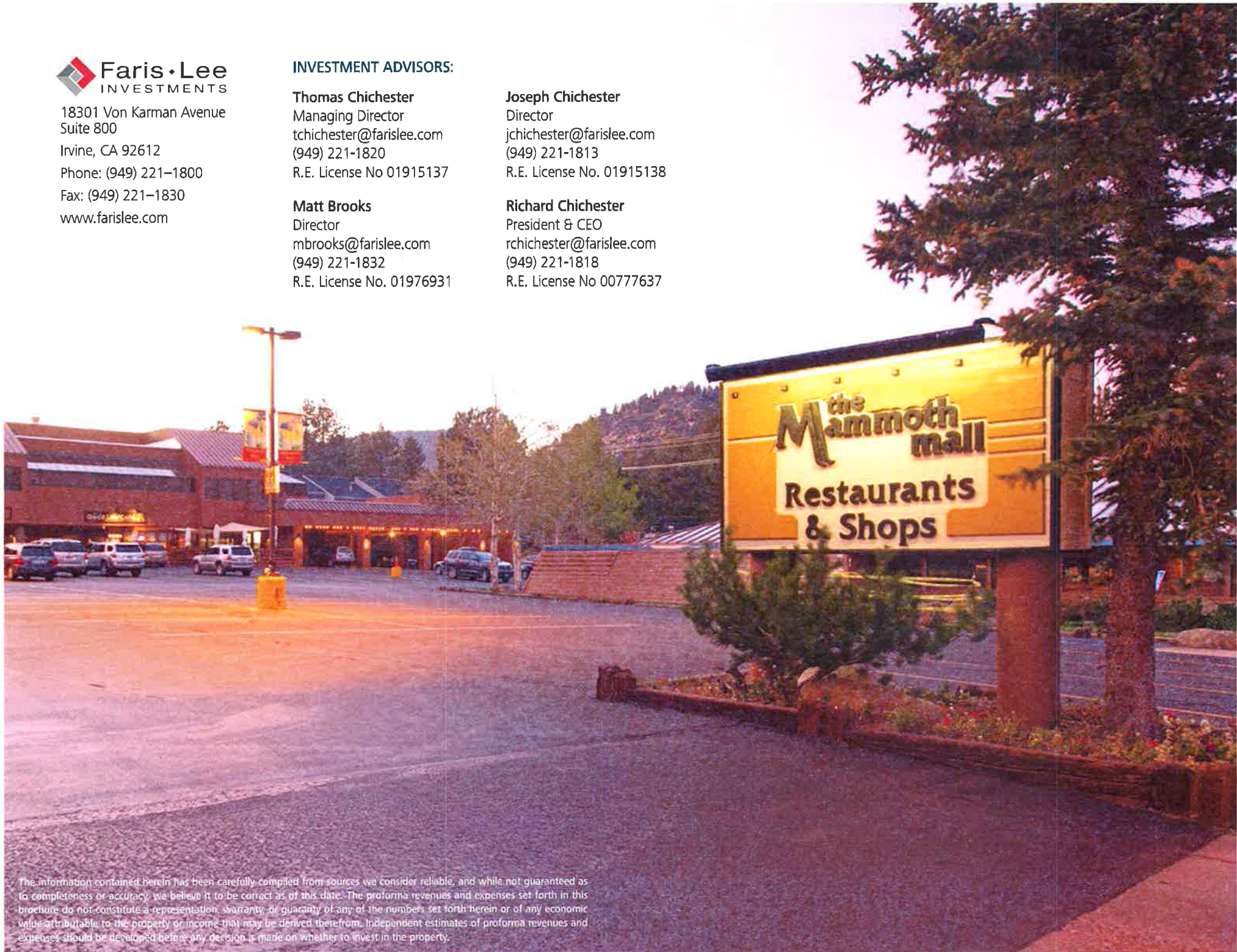
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AREA OVERVIEW **27**



STATEMENT OF CONFIDENTIALITY & DISCLAIMER

Faris Lee Investments ("FLI") has been engaged as the exclusive financial advisor to the Seller in connection with Seller's solicitation of offers for the purchase of the property known as The Mammoth Mall at 126 Old Mammoth Road, Mammoth Lakes, CA 93546. Prospective purchasers are advised that as part of the solicitation process, Seller will be evaluating a number of factors including the current financial qualifications of the prospective purchaser. Seller expressly reserves the right in its sole and absolute discretion to evaluate the terms and conditions of any offer and to reject any offer without providing a reason therefore. Further, Seller reserves the right to terminate the solicitation process at any time prior to the execution of the Purchase Agreement.

The information contained in this Offering Memorandum is confidential and furnished solely for the purpose of a review by a prospective purchaser of the Property, and it is not to be used for any other purpose or made available to any other person without the express written consent of Seller or FLI. The material is based in part upon information supplied by the Seller and in part

upon financial information obtained by FLI from sources it deems reasonably reliable. Summaries of any documents are not intended to be comprehensive or all-inclusive, but rather only outline some of the provisions contained therein and qualified in their entirety by the actual document to which they relate.

No representation or warranty, expressed or implied, is made by the Seller, FLI, or any of their respective affiliates as to the accuracy or completeness of the information contained herein. Prospective purchasers should make their own projections and form their own conclusions without reliance upon the material contained herein and conduct their own due diligence, including engineering and environmental inspections, to determine the condition of the Property and the existence of any potentially hazardous material located at the Property site or used in the construction or maintenance of the building at the Property site.

A prospective purchaser's sole and exclusive rights with respect to this prospective transaction, the Property, or information provided herein or in connection with the sale of the Property shall

be limited to those expressly provided in an executed Purchase Agreement and shall be subject to the terms thereof. In no event shall a prospective purchaser have any other claims against Seller or FLI or any of their affiliates or any of their respective officers, directors, shareholders, owners, employees, or agents for any damages, liability, or causes of action relating to this solicitation process or the marketing or sale of the Property.

Prospective purchasers are not to construe the contents of this Offering Memorandum or any prior or subsequent communication from FLI or Seller or their affiliates or any of their respective officers, directors, shareholders, owners, employees, or agents as legal, tax, or other advice. Prior to submitting an offer, prospective purchasers should consult with their own legal counsel and personal and tax advisors to determine the consequences of an investment in the Property and arrive at an independent evaluation of such investment.



PROPERTY OVERVIEW

INVESTMENT SUMMARY

Faris Lee Investments is pleased to offer for sale the fee simple interest (land & building), in The Mammoth Mall located in the popular resort town of Mammoth Lakes, CA. This property presents a unique opportunity for an investor to own a piece of property in the heart of one of the fastest growing mountain communities in California. The beautiful scenery and endless activities draw over 5 million people to the area per year. The Mammoth Mall is ideally located to take advantage of this booming tourism, with excellent street frontage along Old Mammoth Road and just steps from Main Street; the main thoroughfare road and the only road with access to the world famous Mammoth Mountain Ski Area.

This property features a strong value add component through multiple avenues including, leasing, bringing rents to market rates, or redevelopment. An active leasing campaign will provide investors immediate upside in the lease up of vacant units (current occupancy is 75%). The property has flexible zoning that would accommodate a conversion from the office units to residential units. Additionally, tenants are currently paying below market rents, providing investor with an opportunity to increase rent in the near term.

PRICING

Pricing: \$6,000,000
NOI: \$280,028
Cap Rate: 4.67%



PROPERTY SPECIFICATIONS



PROPERTY SPECIFICATIONS

Rentable Area: 40,735 SF
SF Land Area: 2.22 Acres
Year Built: 1985
Year Renovated: 2006

Zoning: CG (Commercial General)
Ownership: Fee Simple (Land & Building)

Address: 126 Old Mammoth Road, Mammoth Lakes, CA 93546
Access: There are two (2) access points, one (1) along Tavern Road and one (1) along Old Mammoth Road
Parking: There are approximately 110 dedicated parking stalls on the owned parcel. The parking ratio is approximately 3.4 parking stalls per 1,000 SF of leasable area.

TRAFFIC COUNTS (COSTAR)

	Vehicles Per Day
Old Mammoth Road:	4,000
Tavern Road:	1,000
Main Street:	15,000

PARCEL NUMBERS

PARCELS	ACRES	SQUARE FEET
035-230-010-000	1.88	81,893
035-230-011-000	0.34	14,810

PARCEL MAP





SIGNIFICANT REDEVELOPMENT OPPORTUNITY IN CALIFORNIA'S PREMIER MOUNTAIN RESORT COMMUNITY

- Aspen Skiing Co. and KSL Capital Partners recently purchased Mammoth Mountain from Starwood Capital Group freeing up new development around the mountain
- Large redevelopments adjacent to the property:
 1. Old Mammoth Place, along Old Mammoth Rd and directly adjacent to the center, will consist of a six-story condo-hotel with up to 343 units along with retail spaces, conference and banquet facilities, a spa and wellness center, and underground parking for approximately 600 vehicles
 2. Grocery Outlet, caddy corner to property along Old Mammoth Road, is a new 18,000 square foot supermarket on 1.37 acres
- Several resort and residential developments in and around the mountain due to the increasing demand from winter and summer visitors and residents



SEPARATELY PARCELIZED | POTENTIAL BREAK-UP SCENARIO

- Bleu Foods is separately parcelized from the remainder of the center, which allows a new investor the potential to break-up the site and sell-off pieces individually to low their basis.



VALUE-ADD OPPORTUNITY WITH FLEXIBLE ZONING

- An active leasing campaign will provide investors immediate upside in the lease up of vacant units
- Property has flexible zoning that would accommodate a conversion to residential units
- Current tenants are paying below market rents, providing investor with an opportunity to increase rent in the near term
- Mixed-Use nature of center allows for strong synergy between tenants and crossover customer traffic



STRONG LOCATION IN ICONIC SIERRA NEVADA MOUNTAIN COMMUNITY

- Mammoth Mountain is considered one of the finest mountain resorts in the Western United States with over 5 million annual visitors
- Mammoth's accessibility from both Southern California and the Bay Area creates a steady stream of affluent visitors that enjoy skiing & snowboarding in the winter, as well as fishing, mountain biking, and camping in the summer months
- Located in the center of the retail corridor and a short drive from the Mammoth Mountain Ski Area
- 20.10% population growth in the last 17 years
- Mammoth Yosemite Airport has a new development master plan that will expand operations, and accommodate larger aircrafts, which will increase accessibility to the town for residents and visitors alike



FEE SIMPLE OWNERSHIP WITH NNN LEASES

- Minimal landlord expense to maintain land or building
- Limited landlord management duties as -CAM, Taxes, Insurance are paid by tenants
- Fee-Simple ownership allows the ability to depreciate the improvements



CENTRALIZED POSITIONING WITHIN TRADE AREA

- The property is ideally located on Old Mammoth Road between Main Street and Meridian Boulevard
- Nearby tenants include Vons, Rite Aid, Ace Hardware, Carl's Jr., and Union Bank
- Strong street visibility and excellent signage along Old Mammoth Road
- Convenient access from Highway 395, the main highway running through the Eastern Sierras
- close proximity to the subject property (approx. 1/2 mile; 10 minute walk).



STRONG CORPORATE TENANTS

- Both Wells Fargo Home Mortgage and Verizon Communications occupy space in the mall, showing their trust for the location and the surrounding community
- Attractive to other national, credit tenants hoping to establish locations in the area



WELL DESIGNED MULTI-TENANT PROPERTY FOR ALPINE COMMUNITY

- Covered parking allows customers to access businesses within the property in all weather conditions
- Roof Structure allows for minimal snow build-up during winter months
- Access points from both Tavern Road and Old Mammoth Road provide good ingress/egress from the property

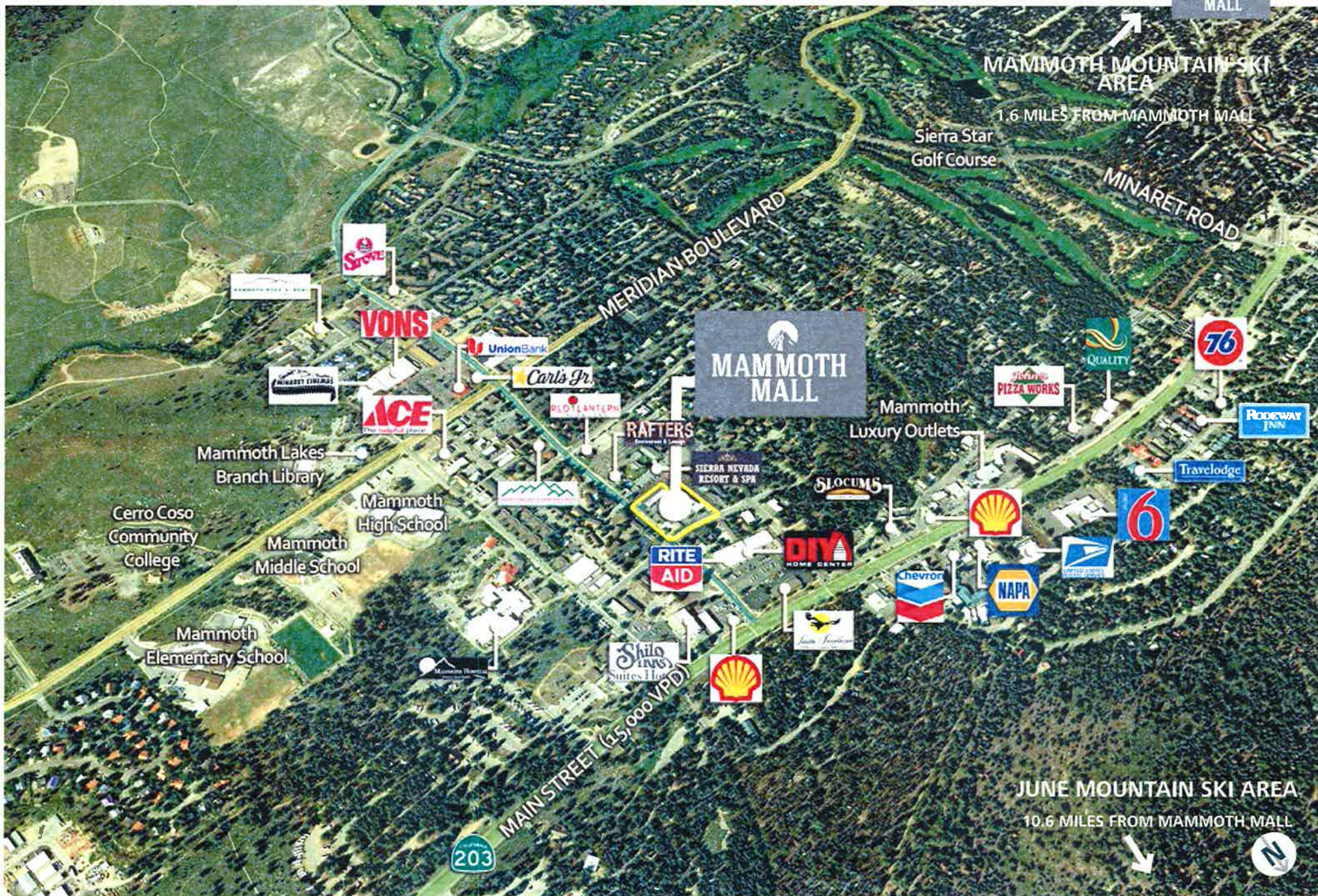


ADJACENT TO MAMMOTH HOSPITAL

- Largest hospital in the surrounding community with a 17-bed Critical Access Hospital, plus 12 out-patient clinics, supported by a full-time board certified medical staff
- Official medical provider for the U.S. Ski and Snowboard Teams
- Close proximity of hospital provides a built in customer base



AERIAL VIEW



MAMMOTH MOUNTAIN SKI AREA
1.6 MILES FROM MAMMOTH MALL

Sierra Star
Golf Course

MINARET ROAD

MERIDIAN BOULEVARD



Mammoth
Luxury Outlets

PIZZA WORKS



ROSEWAY INN

Travelodge

Mammoth Lakes
Branch Library

Mammoth
High School

Cerro Coso
Community
College

Mammoth
Middle School

Mammoth
Elementary School

RAFTERS

SIERRA NEVADA
RESORT & SPA

SLOCUMS



RITE
AID

DIY
HOME CENTER



Shilo
Suites Hotel



MAIN STREET (15,000 VPD)



JUNE MOUNTAIN SKI AREA
10.6 MILES FROM MAMMOTH MALL



LOCATION MAP



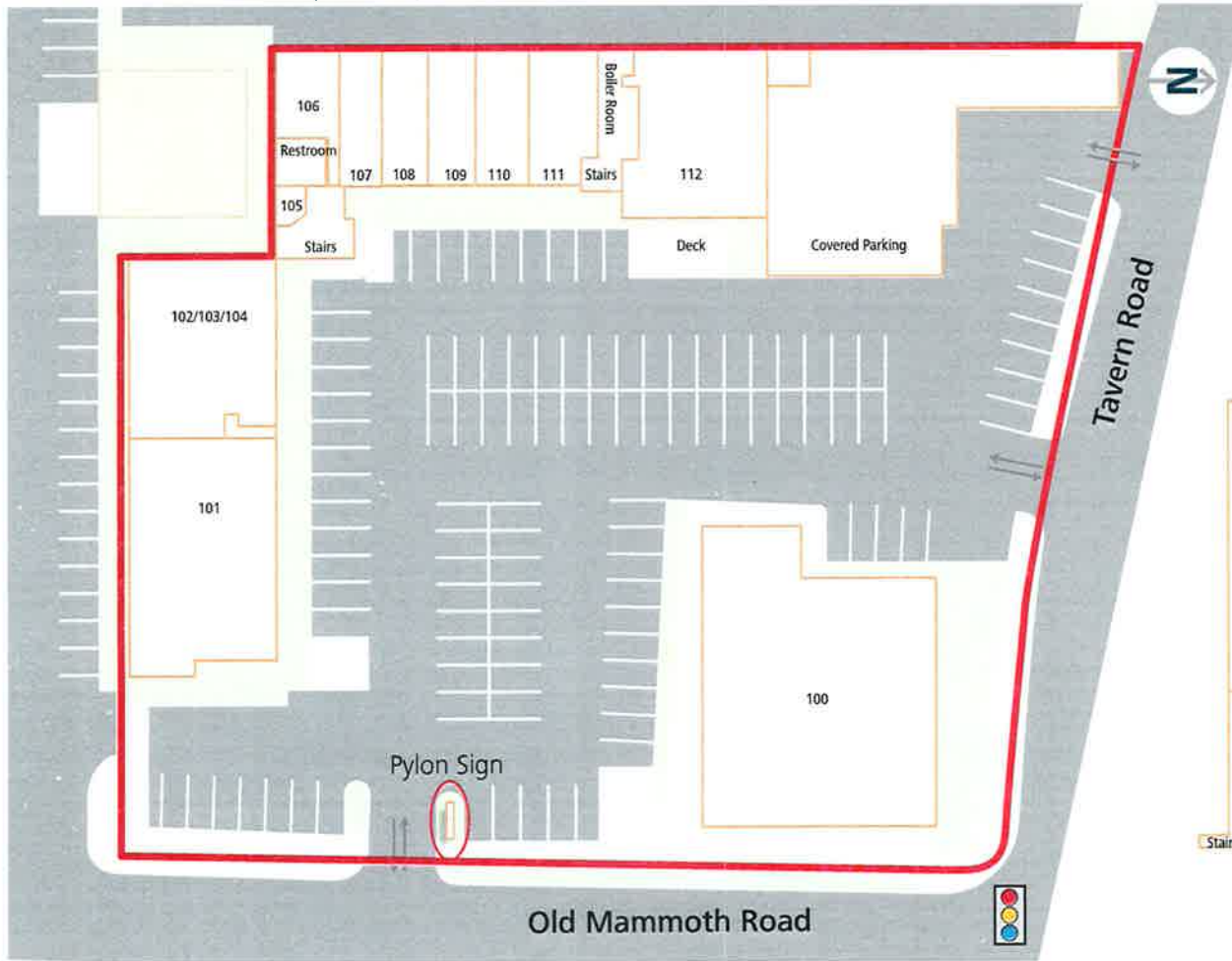
PHOTOS



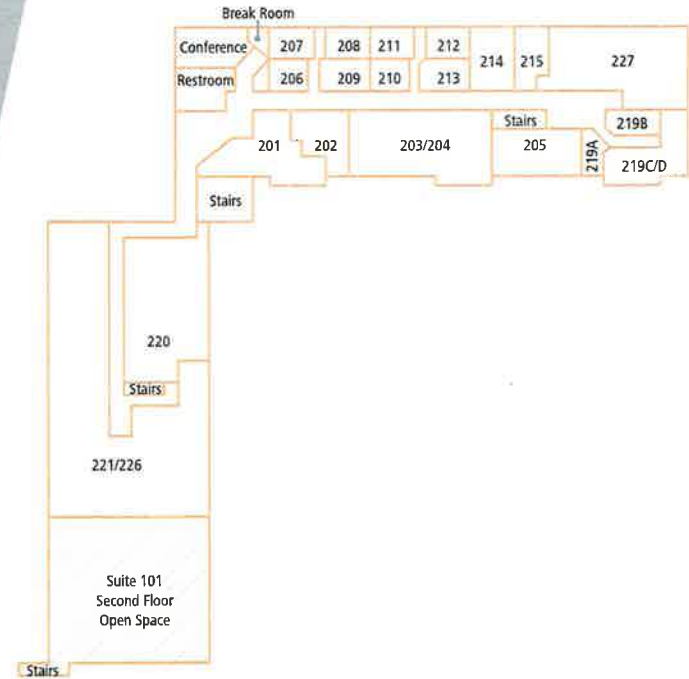


PRICING ANALYSIS

SITE PLAN (AS-IS)



Second Floor



Ste	Tenant	SF	Ste	Tenant	SF	Ste	Tenant	SF
Ground Floor			Parcel 035-230-010-11			MALL 212	Vacant	178
101	Oak Tree Furniture	4,200	100	Bleu Foods	7,459	MALL 213	Vacant	202
102/103/104	Vacant	3,724	Second Floor			MALL 214	Vacant	328
105	Resort Property Management	144	MALL 201	Blizzard Property Management	712	MALL 215	Sleep	253
106	Ed Schuyler Inc	783	MALL 202	Child Support Services	441	MALL 216	Vacant	677
107	Vacant	773	MALL 203/204	Law Offices of Rick Wood	1,023	MALL 220	Law Offices of David Baumwhol	690
108	Vacant	999	MALL 205/210	Wells Fargo Home Mortgage	977	MALL 219A	Robinson Development Group	146
109	PCH Wireless	1,035	MALL 206	Vacant	160	MALL 219B	Gregory, Pieper	305
110	Sierra Escrow	1,035	MALL 207	MLBOR	188	MALL 219C	Katrina Lantieri	186
111	Bongo Corp	1,295	MALL 208	MCF Church	188	MALL 219D	The Powder Room/Mums N Roses	225
112	Good Life Café	3,077	MALL 209	Vacant	201	MALL 227	Vacant	1,485
			MALL 211	Vacant	184	MALL 221/226	Vacant	3,665

RENT ROLL (AS-IS)



Suite #	Tenant	Useable (SF)	% of Total (SF)	Current Monthly Rent	Monthly Rent \$/SF	Current Annual Rent	Annual Rent \$/SF	% of Total (Rent)	Rentable (SF)	Rental Increases					CAM Recovery Type	Lease Start Date	Lease Expiration Date	Lease Options & Notes	
										Increase Date	Increase	Monthly Rent	Monthly \$/SF	Annual Rent					Annual \$/SF
101	Oak Tree Furniture	4,200	10.3%	\$4,980	\$1.03	\$59,755	\$14.23	8.6%	4,830	-	-	-	-	-	-	NNN	10/1/2015	9/30/2018	2 (3-Year) Monthly Operating Rent is \$1.02 per sqft & Monthly CAM is \$0.33 per sqft Oct-2018 - @ Market Value Oct-2022 - @ Market Value
102	Vacant	966	2.4%	\$1,627	\$1.43	\$19,523	\$19.80	2.9%	1,134	-	-	-	-	-	-	-	-	-	-
103	Vacant	969	2.4%	\$1,632	\$1.43	\$19,582	\$19.80	2.9%	1,137	-	-	-	-	-	-	-	-	-	-
104	Vacant	1,749	4.3%	\$2,886	\$1.43	\$34,630	\$19.80	5.2%	2,011	-	-	-	-	-	-	-	-	-	-
105	Resort Property	144	0.4%	\$250	\$1.51	\$3,000	\$20.83	0.4%	166	-	-	-	-	-	-	NNN	12/1/2016	(MTM)	None
106	Ed Schuyler Inc	783	1.9%	\$1,292	\$1.43	\$15,503	\$19.80	2.3%	900	-	-	-	-	-	-	NNN	2/12/2017	1/31/2018	Resort Property Management is currently month-to-month; Lease expired on 11/30/2016; TBD
107	Vacant	773	1.9%	\$1,160	\$1.30	\$13,914	\$18.00	2.1%	889	-	-	-	-	-	-	-	-	-	-
108	Vacant	999	2.5%	\$1,499	\$1.30	\$17,982	\$18.00	2.7%	1,149	-	-	-	-	-	-	-	-	-	-
109	Philips Camera House dba Verison Wireless	1,035	2.5%	\$1,915	\$1.61	\$22,980	\$22.20	3.4%	1,190	-	-	-	-	-	-	NNN	10/1/2016	(MTM)	None
110	Sierra Escrow	1,035	2.5%	\$512	\$0.43	\$6,144	\$5.94	0.9%	1,190	-	-	-	-	-	-	NNN	11/19/2012	11/30/2019	PCH is currently month-to-month; Lease expired on 9/1/2017; None
111	Bongo Cop.	1,295	3.2%	\$2,202	\$1.48	\$26,418	\$20.40	4.0%	1,489	Oct-2018	3%	\$2,266	\$1.75	\$27,195	\$21.00	NNN	10/1/2017	9/30/2019	1 (2-Year) Option 1: \$2,331 for 2019 and \$2,398 for 2020
112	Good Life Café	3,077	7.6%	\$4,812	\$1.36	\$57,749	\$18.77	8.6%	3,539	May-2018	2%	\$4,909	\$1.60	\$58,910	\$19.15	NNN	5/1/2012	4/30/2019	1 (5-Year) 2% Annual Increases from 95% of minimum of Minimum Guaranteed Rental of prevalent rental rate for restaurant space

RENT ROLL (AS-IS)



Suite #	Tenant	Useable (SF)	% of Total (SF)	Current Monthly Rent	Monthly Rent \$/SF	Current Annual Rent	Annual Rent \$/SF	% of Total (Rent)	Rentable (SF)	Rental Increases						CAM Recovery Type	Lease Start Date	Lease Expiration Date	Lease Options & Notes
										Increase Date	Increase	Monthly Rent	Monthly \$/SF	Annual Rent	Annual \$/SF				
MALL 201	Blizzard Property Management	712	1.7%	\$904	\$1.10	\$10,848	\$15.24	1.6%	819	Nov-2018	34%	\$1,210	\$1.70	\$14,520	\$20.39	Gross	2/1/2014	1/31/2019	None
										Nov-2019	3%	\$1,246	\$1.75	\$14,952	\$21.00				
										Nov-2020	3%	\$1,284	\$1.80	\$15,408	\$21.64				
										Nov-2021	3%	\$1,322	\$1.86	\$15,864	\$22.28				
																			Fixed CAM of \$285 per month
MALL 202	County of Inyo & Mono Child Support Services	441	1.1%	\$917	\$1.81	\$11,004	\$24.95	1.6%	507	-	-	-	-	-	-	Gross Parking \$150/month	10/1/2013	(MTM)	In last options period now Support Services is now MTM as of 9/30/2017
MALL 203	Law Offices of Rick Wood	572	1.4%	\$901	\$1.37	\$10,816	\$18.91	1.6%	658	-	-	-	-	-	-	Gross	4/1/2011	3/31/2021	
MALL 204	Law Offices of Rick Wood	451	1.1%	\$711	\$1.37	\$8,528	\$18.91	1.3%	519	-	-	-	-	-	-	Gross	4/1/2011	3/31/2021	None
MALL 205	Wells Fargo Home Mortgage	817	2.0%	\$1,348	\$1.43	\$16,176	\$19.80	2.4%	940	-	-	-	-	-	-	Gross	4/1/2012	4/30/2020	LL pays: Heat, Water, Electricity, Heating Equip., Toilet Facilities, HVAC, Trash, Snow
MALL 210	Wells Fargo Home Mortgage	160	0.4%	\$264	\$1.43	\$3,168	\$19.80	0.5%	184	-	-	-	-	-	-	Gross Parking \$100/month	4/1/2012	4/30/2020	LL pays: Heat, Water, Electricity, Heating Equip., Toilet Facilities, HVAC, Trash, Snow Tenant pays: Maintenance and Repairs, Janitorial, Telephone
MALL 206	Vacant	160	0.4%	\$310	\$1.68	\$3,720	\$23.25	0.6%	184	-	-	-	-	-	-	-	-	-	-
MALL 207	MLBOR	188	0.5%	\$310	\$1.43	\$3,722	\$19.80	0.6%	216	-	-	-	-	-	-	Gross \$100/month	9/1/2011	12/31/2017	2 (3-Year)
MALL 208	MCF Church	188	0.5%	\$310	\$1.43	\$3,722	\$19.80	0.6%	216	-	-	-	-	-	-	Gross	7/1/2016	(MTM)	None MCF Church is currently month-to-month, Lease expired on 6/30/2017.
MALL 209	Vacant	201	0.5%	\$310	\$1.34	\$3,722	\$18.52	0.6%	231	-	-	-	-	-	-	-	-	-	-
MALL 211	Vacant	184	0.5%	\$310	\$1.47	\$3,722	\$20.23	0.6%	212	-	-	-	-	-	-	-	-	-	-
MALL 212	Vacant	178	0.4%	\$267	\$1.30	\$3,204	\$18.00	0.5%	205	-	-	-	-	-	-	-	-	-	None
MALL 213	Vacant	202	0.5%	\$333	\$1.43	\$4,000	\$19.80	0.6%	232	-	-	-	-	-	-	-	-	-	-
MALL 214	Vacant	328	0.8%	\$400	\$1.06	\$4,800	\$14.63	0.7%	377	-	-	-	-	-	-	-	-	-	-

RENT ROLL (AS-IS)



Suite #	Tenant	Useable (SF)	% of Total (SF)	Current Monthly Rent	Monthly Rent \$/SF	Current Annual Rent	Annual Rent \$/SF	% of Total (Rent)	Rentable (SF)	Rental Increases						CAM Recovery Type	Lease Start Date	Lease Expiration Date	Lease Options & Notes	
										Increase Date	Increase	Monthly Rent	Monthly \$/SF	Annual Rent	Annual \$/SF					
MALL 215	Sleep	253	0.6%	\$400	\$1.37	\$4,800	\$18.97	0.7%	291	-	-	-	-	-	-	Gross	6/1/2017	5/31/2018	None	
MALL 216	Vacant	677	1.7%	\$1,016	\$1.30	\$12,186	\$18.00	1.8%	779	-	-	-	-	-	-	-	-	-	-	
MALL 220 (former 217)	Law Offices of David Baumwhol	690	1.7%	\$1,000	\$1.26	\$12,000	\$17.39	1.8%	794	-	-	-	-	-	-	Gross	4/22/2013	4/30/2018	None Parking \$100/month LL pays: all items except Janitorial, electricity	
MALL 219A	Robinson Development Group	146	0.4%	\$255	\$1.52	\$3,060	\$20.96	0.5%	168	-	-	-	-	-	-	Gross	12/1/2015	(MTM)	None Robinson is currently month-to-month; Lease expired on 11/30/16.	
MALL 219B	Gregory, Pieper & Graham LLP	305	0.7%	\$542	\$1.55	\$6,504	\$21.32	1.0%	351	-	-	-	-	-	-	Gross	11/1/2014	(MTM)	None Gregory, Pieper & Graham LLP is currently month-to-month; Lease expired on 10/31/2015.	
MALL 219 C	Katrina Lantieri	186	0.5%	\$326	\$1.52	\$3,912	\$21.03	0.6%	214	-	-	-	-	-	-	Gross	12/1/2015	8/31/2018	None	
MALL 219 D	The Powder Room Murns N Roses	225	0.6%	\$371	\$1.43	\$4,452	\$19.79	0.7%	259	-	-	-	-	-	-	Gross	12/1/2015	12/31/2017	None	
MALL 227	Vacant	1,485	3.6%	\$2,174	\$1.27	\$26,091	\$17.57	3.9%	1,708	-	-	-	-	-	-	-	-	-	-	
MALL 221	Vacant	702	1.7%	\$491	\$0.61	\$5,897	\$8.40	0.9%	807	-	-	-	-	-	-	-	-	-	-	
MALL 222	Vacant	104	0.3%	\$73	\$0.61	\$874	\$8.40	0.1%	120	-	-	-	-	-	-	-	-	-	-	
MALL 223	Vacant	660	1.6%	\$462	\$0.61	\$5,544	\$8.40	0.8%	759	-	-	-	-	-	-	-	-	-	-	
MALL 224	Vacant	351	0.9%	\$246	\$0.61	\$2,948	\$8.40	0.4%	404	-	-	-	-	-	-	-	-	-	-	
MALL 225	Vacant	1,663	4.1%	\$1,164	\$0.61	\$13,969	\$8.40	2.1%	1,912	-	-	-	-	-	-	-	-	-	-	
MALL 226	Vacant	185	0.5%	\$130	\$0.61	\$1,554	\$8.40	0.2%	213	-	-	-	-	-	-	-	-	-	-	
MALL 101	Vacant	3,797	9.3%	\$2,658	\$0.61	\$31,895	\$8.40	4.8%	4,367	-	-	-	-	-	-	-	-	-	-	
Parcel 035-230-011-00																				
100	Bleu Foods	7,459	18.3%	\$12,000	\$1.61	\$144,000	\$19.31	22%	7,459	Sep-2019	2%	\$12,240	\$1.64	\$146,880	\$19.69	NNN	8/1/2017	7/31/2027	3 (5-Year) Oct-2027 - @ FMV	
										Sep-2021	2%	\$12,485	\$1.67	\$149,818	\$20.09					
										Sep-2023	2%	\$12,734	\$1.71	\$152,814	\$20.49					
										Sep-2025	2%	\$12,989	\$1.74	\$155,870	\$20.90					
	Total Occupied	30,684	75%	\$34,522	\$1.07	\$438,263	\$12.83	86%	34,168											
	Total Vacant	10,051	25%	\$19,146	\$1.88	\$229,758	\$19.88	34%	11,559											
	Total / Wtd. Avg.	40,735	100%	\$55,168	\$1.22	\$668,021	\$14.61	100%	45,728											

Notes: Total Load Factor is set at 15% for all units excluding Bleu Foods

TRANSACTION SUMMARY



Financial Information	
Price:	\$6,000,000
Total Cost:	\$6,732,000
Property Specifications	
Rentable Area:	40,735 SF
Land Area:	2.22 Acres
Year Built / Renovated:	1985 / 2006
Address:	126 Old Mammoth Road, Mammoth Lakes, CA 93546
APN:	035-230-010-000 / 035-230-011-000

Estimated Operating Information				
		<u>In-Place</u>		<u>Stabilized (Lease-Up)</u>
Gross Potential Rent		\$668,020		\$818,008
Plus Recapture		\$166,116		\$354,493
Tot. Gross Potential Income		\$834,136		\$1,172,500
Less Vacancy		(\$229,758) 34%		(\$58,625) 5%
Effective Gross Income		\$604,379		\$1,113,875
Less Expenses		(\$324,350)		(\$374,171)
Net Operating Income		\$280,028		\$739,704
Stabilization Costs (1)				\$232,657
Capital Improvement Cost (2)				\$499,140
Cap Rate		4.67%		10.99%
(1) Estimated at \$10 PSF for Tenant Improvements and 6% for Leasing Commissions				
(2) Capital Improvements Costs are \$15 PSF which excludes 7,459 sf for Bleu Foods				
(3) Vacancy percentage shown above is based on the economic vacancy of the rent roll.				
(4) Bleu Foods has option to purchase prior to the 24th month of the lease per a joint appraiser to determine the FMV				
(5) Reimbursement for Stabilized (Lease-Up) includes \$0.40 per sqft				

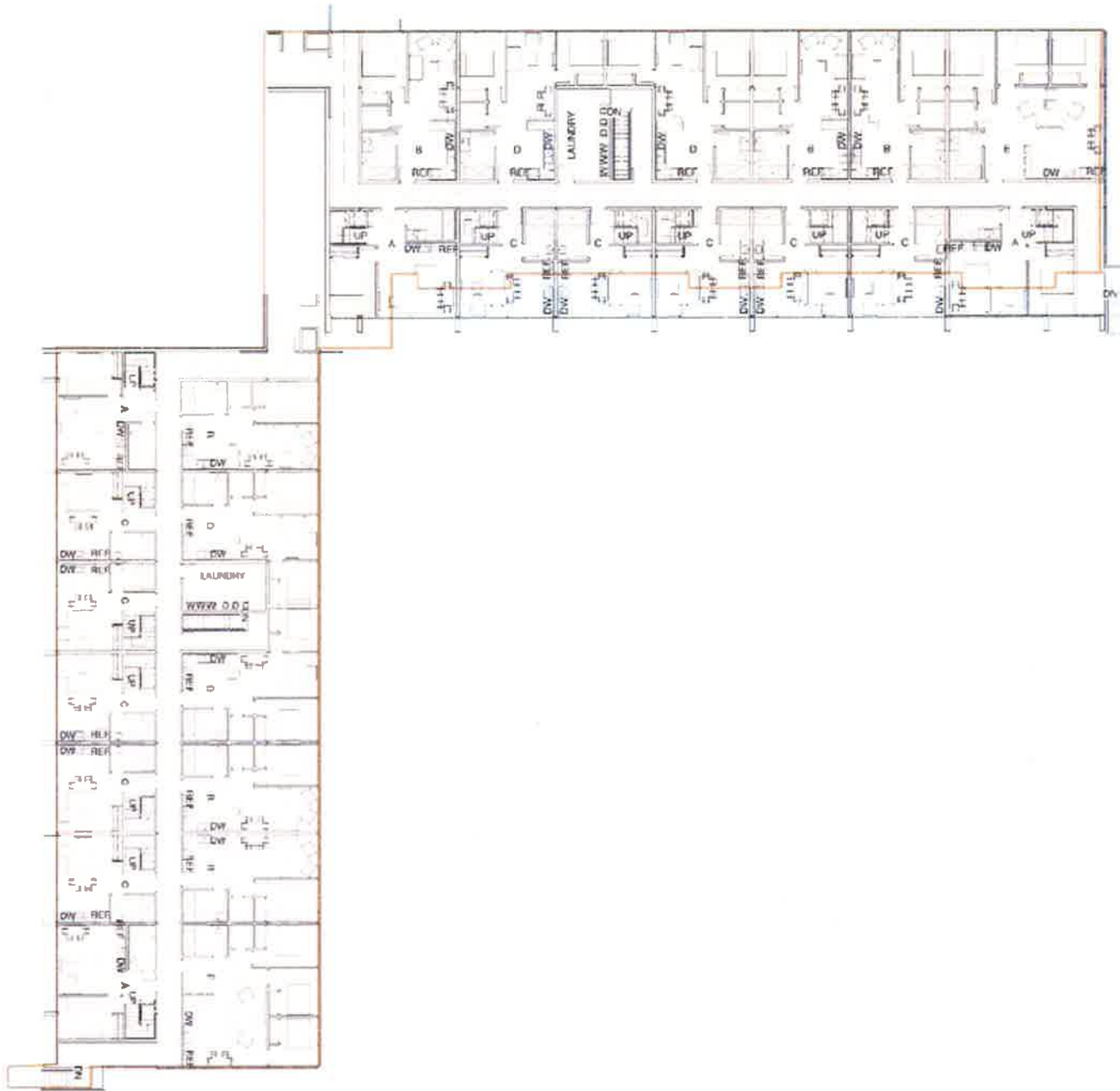
Estimated Operating Expenses					
			<u>PSF/Yr</u>		<u>PSF/Yr</u>
Taxes (1)	1.1%	\$70,674	\$1.81	\$70,674	\$1.81
Insurance (2)		\$6,463	\$0.17	\$6,463	\$0.17
CAM (3)		\$235,975	\$6.05	\$235,975	\$6.05
Management (4)	3.0%	\$11,239	\$0.29	\$61,059	\$1.56
Total		\$324,350	\$8.31	\$374,171	\$9.59
(1) Per the Mono County Property Tax Bills. Millage rate is approximately 1.1%					
(2) Insurance per the Jan-Oct 2017 Statement of Income and Expense (annualized)					
(3) CAM is per the Jan-Oct 2017 Statement of Income and Expense (annualized) and vacant units were estimated; also includes parking fees					
(4) Management Fee is 3% of EGR					



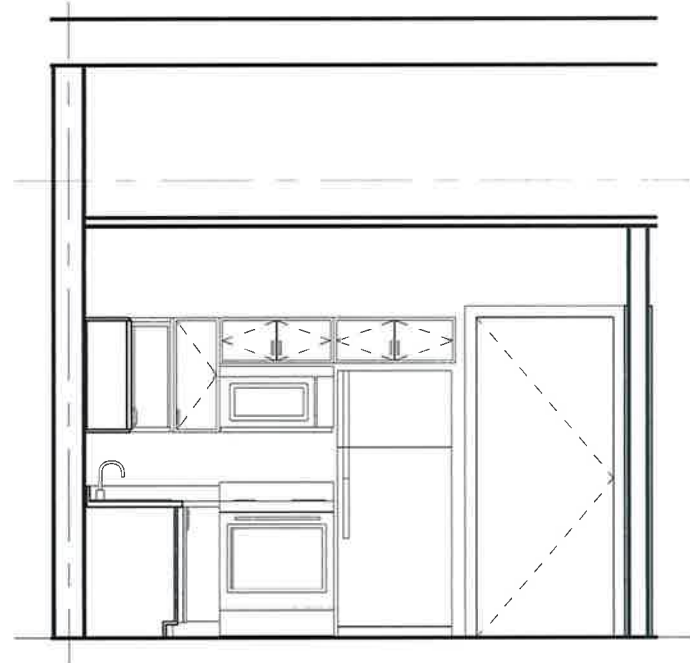
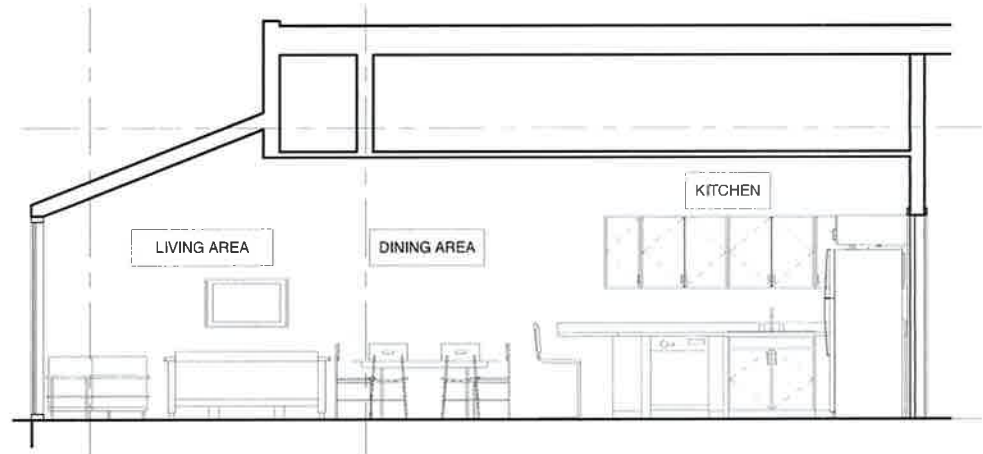


BUSINESS PLAN OPTION - APARTMENT CONVERSION

PROFORMA 2ND FLOOR APARTMENT CONVERSION - FLOORPLAN



PROFORMA 2ND FLOOR APARTMENT CONVERSION - UNIT PLANS

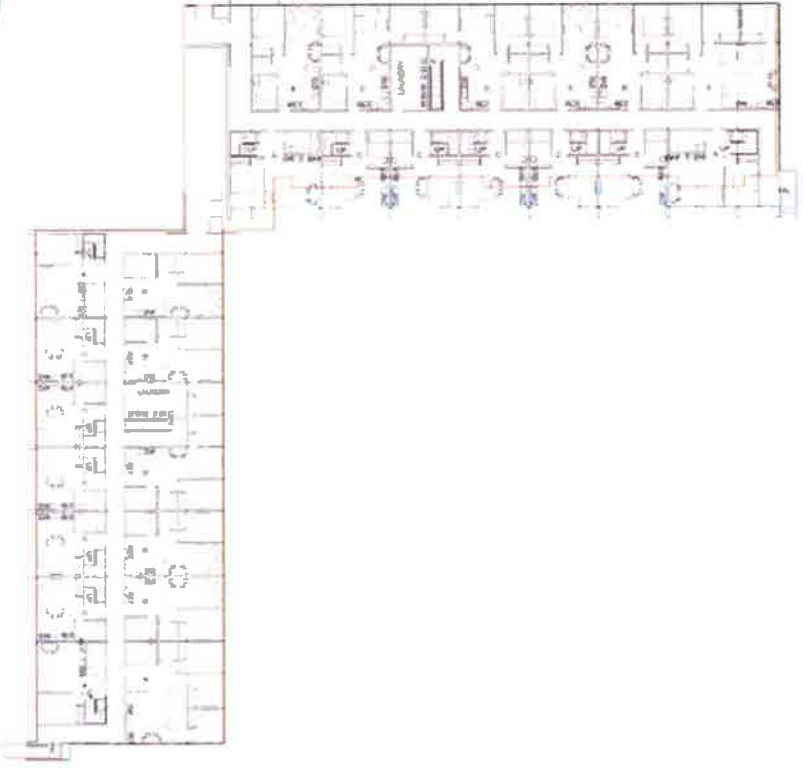


SITE PLAN - APARTMENT CONVERSION



Permits already in place for the first phase of apartments (13 units)

Second Floor



Ste	Tenant	SF	Ste	Tenant	SF	Ste	Tenant	SF	Ste	Tenant	SF
Ground Floor			Parcel 035-230-010-11			Studio 9			2 Bedroom		
101	Oak Tree Furniture	4,200	100	Bleu Foods	7,459	Studio 10	Vacant	625	2 Bedroom	Vacant	1,000
102/103/104	Vacant	3,724	Second Floor Apartments			Second Floor Apartments, cont.			Second Floor Apartments, cont.		
105	Resort Property Management	144	Studio 1	Vacant	625	1 Bedroom	Vacant	875	2 Bedroom	Vacant	1,000
106	Ed Schuyler Inc	783	Studio 2	Vacant	625	1 Bedroom	Vacant	875	2 Bedroom	Vacant	1,000
107	Vacant	773	Studio 3	Vacant	625	1 Bedroom	Vacant	875	2 Bedroom	Vacant	1,000
108	Vacant	999	Studio 4	Vacant	625	1 Bedroom	Vacant	875	2 Bedroom	Vacant	1,000
109	PCH Wireless	1,035	Studio 5	Vacant	625	1 Bedroom	Vacant	875	3 Bedroom	Vacant	1,100
110	Sierra Escrow	1,035	Studio 6	Vacant	625	1 Bedroom	Vacant	875	3 Bedroom	Vacant	1,100
111	Bongo Corp	1,295	Studio 7	Vacant	625	1 Bedroom	Vacant	875			
112	Good Life Café	3,077	Studio 8	Vacant	625	1 Bedroom	Vacant	875			

RENT ROLL (PROFORMA APARTMENT CONVERSION)



RETAIL (1ST FLOOR)

Suite #	Tenant	Useable (SF)	% of Total (SF)	Current Monthly Rent	Association Fees	Monthly Rent \$/SF	Current Annual Rent	Annual Rent \$/SF	% of Total (Rent)	Rentable (SF)	Rental Increases				CAM Recovery Type	Lease Start Date	Lease Expiration Date	Lease Options/Notes									
											Increase Date	Increase	Monthly Rent	Monthly \$/SF					Annual Rent	Annual \$/SF							
Retail - 1st Floor - Shops																											
101	Oak Tree Furniture	4,200	24.6%	\$4,980		\$1.03	\$59,755	\$14.23	19%	4,830	-	-	-	-	-	-	NNN	10/1/2015	9/30/2018	2 (3-Year) Oct-2018 - @ Market Value Oct-2022 - @ Market Value							
102	Vacant	986	5.8%	\$1,627		\$1.43	\$19,523	\$19.80	6.3%	1,134	-	-	-	-	-	-	-	-	-	-							
103	Vacant	969	5.8%	\$1,632		\$1.43	\$19,582	\$19.80	6.3%	1,137	-	-	-	-	-	-	-	-	-	-							
104	Vacant	1,749	10.2%	\$2,866		\$1.43	\$34,630	\$19.80	11.2%	2,011	-	-	-	-	-	-	-	-	-	-							
105	Resort Property Management	144	0.8%	\$250		\$1.51	\$3,000	\$20.83	1%	166	-	-	-	-	-	-	NNN	12/1/2016	(MTM)	None							
106	Ed Schuyler Inc	783	4.6%	\$1,292		\$1.43	\$15,503	\$19.80	5.0%	900	-	-	-	-	-	-	NNN	TBD	TBD	Resort Property Management is currently month-to-month; Lease expired on 11/30/2016. TBD							
107	Vacant	773	4.5%	\$1,160		\$1.30	\$13,914	\$18.00	4.5%	889	-	-	-	-	-	-	-	-	-	-							
108	Vacant	999	5.9%	\$1,499		\$1.30	\$17,982	\$18.00	5.8%	1,149	-	-	-	-	-	-	-	-	-	-							
109	Philips Camera House dba Verison Wireless	1,035	6.1%	\$1,915		\$1.61	\$22,980	\$22.20	7%	1,190	-	-	-	-	-	-	NNN	10/1/2016	(MTM)	None							
110	Sierra Escrow	1,035	6.1%	\$1,514		\$1.27	\$18,172	\$17.56	6%	1,190	-	-	-	-	-	-	NNN	11/19/2012	11/30/2019	PCH is currently month-to-month; Lease expired on 9/1/2017. None							
111	Bongo Cop.	1,295	7.6%	\$2,202		\$1.45	\$26,418	\$20.40	9%	1,489	Oct-2018	3%	\$2,266	\$1.75	\$27,195	\$21.00	NNN	10/1/2017	9/30/2019	1 (2-Year) Option 1: \$2,331 for 2019 and \$2,398 for 2020							
112	Good Life Café	3,077	18.0%	\$4,812		\$1.36	\$57,749	\$18.77	19%	3,539	May-2018	2%	\$4,909	\$1.60	\$58,910	\$19.15	NNN	5/1/2015	4/30/2019	1 (5-Year) 2% Annual Increase from 95% of minimum of Minimum Guaranteed Rental of prevalent rental rate for restaurant space							
Total Occupied:		11,569	65%	\$19,985		\$1.28	\$201,578	\$15.30	65%	13,304																	
Total Vacant:		5,495	32%	\$8,803		\$1.39	\$105,831	\$18.71	34%	6,520																	
Total / Wtd. Avg:		17,065	100%	\$28,787		\$1.31	\$309,209	\$18.76	100%	19,825																	



RENT ROLL (PROFORMA APARTMENT CONVERSION)



APARTMENT (2ND FLOOR)

Suite #	Tenant	Useable (SF)	% of Total (SF)	Current Monthly Rent	Association Fees	Monthly Rent \$/SF	Current Annual Rent	Annual Rent \$/SF	% of Total (Rent)	Rentable (SF)	Rental Increases				CAM Recovery Type	Lease Start Date	Lease Expiration Date	Lease Options/Notes		
											Increase Date	Increase	Monthly Rent	Monthly \$/SF					Annual Rent	Annual \$/SF
Apartments - Phase 1 - Second Floor																				
Studio 1		625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
Studio 2		625	3% 0%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
Studio 3		625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
Studio 4		625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
Studio 5		625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
1 Bedroom		875	4%	\$1,500	\$200	\$1.71	\$20,400	\$23.31	4%		Dec-2018	3%	\$1,545	\$1.77	\$18,540	\$21.19	Gross	TBD	1 Year	None
1 Bedroom		875	4%	\$1,500	\$200	\$1.71	\$20,400	\$23.31	4%		Dec-2018	3%	\$1,545	\$1.77	\$18,540	\$21.19	Gross	TBD	1 Year	None
1 Bedroom		875	4%	\$1,500	\$200	\$1.71	\$20,400	\$23.31	4%		Dec-2018	3%	\$1,545	\$1.77	\$18,540	\$21.19	Gross	TBD	1 Year	None
1 Bedroom		875	4%	\$1,500	\$200	\$1.71	\$20,400	\$23.31	4%		Dec-2018	3%	\$1,545	\$1.77	\$18,540	\$21.19	Gross	TBD	1 Year	None
2 Bedroom		1,000	5%	\$1,700	\$225	\$1.70	\$23,100	\$23.10	4%		Dec-2018	3%	\$1,751	\$1.75	\$21,012	\$21.01	Gross	TBD	1 Year	None
2 Bedroom		1,000	5%	\$1,700	\$225	\$1.70	\$23,100	\$23.10	4%		Dec-2018	3%	\$1,751	\$1.75	\$21,012	\$21.01	Gross	TBD	1 Year	None
2 Bedroom		1,000	5%	\$1,700	\$225	\$1.70	\$23,100	\$23.10	4%		Dec-2018	3%	\$1,751	\$1.75	\$21,012	\$21.01	Gross	TBD	1 Year	None
3 Bedroom		1,100	5%	\$1,900	\$250	\$1.73	\$25,800	\$23.45	5%		Dec-2018	3%	\$1,957	\$1.78	\$23,484	\$21.35	Gross	TBD	1 Year	None

RENT ROLL (PROFORMA APARTMENT CONVERSION)



Suite #	Tenant	Useable (SF)	% of Total (SF)	Current Monthly Rent	Association Fees	Monthly Rent \$/SF	Current Annual Rent	Annual Rent \$/SF	% of Total (Rent)	Rentable (SF)	Rental Increases				CAM Recovery Type	Lease Start Date	Lease Expiration Date	Lease Options/Notes		
											Increase Date	Increase	Monthly Rent	Monthly \$/SF					Annual Rent	Annual \$/SF
Apartments - Phase 2 - Second Floor																				
	Studio 6	625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
	Studio 7	625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
	Studio 8	625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
	Studio 9	625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
	Studio 10	625	3%	\$1,300	\$175	\$2.08	\$17,700	\$28.32	3%		Dec-2018	3%	\$1,339	\$2.14	\$16,068	\$25.71	Gross	TBD	1 Year	None
	1 Bedroom	875	4%	\$1,500	\$200	\$1.71	\$20,400	\$23.31	4%		Dec-2018	3%	\$1,545	\$1.77	\$18,540	\$21.19	Gross	TBD	1 Year	None
	1 Bedroom	875	4%	\$1,500	\$200	\$1.71	\$20,400	\$23.31	4%		Dec-2018	3%	\$1,545	\$1.77	\$18,540	\$21.19	Gross	TBD	1 Year	None
	1 Bedroom	875	4%	\$1,500	\$200	\$1.71	\$20,400	\$23.31	4%		Dec-2018	3%	\$1,545	\$1.77	\$18,540	\$21.19	Gross	TBD	1 Year	None
	1 Bedroom	875	4%	\$1,500	\$200	\$1.71	\$20,400	\$23.31	4%		Dec-2018	3%	\$1,545	\$1.77	\$18,540	\$21.19	Gross	TBD	1 Year	None
	2 Bedroom	1,000	5%	\$1,700	\$225	\$1.70	\$23,100	\$23.10	4%		Dec-2018	3%	\$1,751	\$1.75	\$21,012	\$21.01	Gross	TBD	1 Year	None
	2 Bedroom	1,000	5%	\$1,700	\$225	\$1.70	\$23,100	\$23.10	4%		Dec-2018	3%	\$1,751	\$1.75	\$21,012	\$21.01	Gross	TBD	1 Year	None
	2 Bedroom	1,000	5%	\$1,700	\$225	\$1.70	\$23,100	\$23.10	4%		Dec-2018	3%	\$1,751	\$1.75	\$21,012	\$21.01	Gross	TBD	1 Year	None
	3 Bedroom	1,100	5%	\$1,900	\$250	\$1.73	\$25,800	\$23.45	5%		Dec-2018	3%	\$1,957	\$1.78	\$23,484	\$21.35	Gross	TBD	1 Year	None
Total Occupied		21,450	100%	\$39,000	\$5,200	\$1.82	\$530,400	\$24.73	100%											
Total Vacant		0	0%	\$0	\$0	\$0.00	\$0		0%											
Total / Wtd. Avg:		21,450	100%	\$39,000	\$5,200	\$1.82	\$530,400	\$24.73	100%											
Parcel 035-230-011-00																				
100	Bleu Foods	7,459	16%	\$12,000		\$1.61	\$144,000	\$19.31	15%		Sep-2019	2%	\$12,240	\$1.64	\$146,880	\$19.69	NNN	8/1/2017	7/31/2027	3 (5-Year) Oct-2027 - @ FMV
											Sep-2021	2%	\$12,485	\$1.67	\$149,818	\$20.09				
											Sep-2023	2%	\$12,734	\$1.71	\$152,814	\$20.49				
											Sep-2025	2%	\$12,989	\$1.74	\$155,870	\$20.90				
Total Occupied		45,974	100%	\$76,787		\$1.67	\$883,609	\$21.39	100%											
Total Vacant		0	0%	\$0		\$0	\$0		0%											
Total / Wtd. Avg:		45,974	100%	\$76,787		\$1.67	\$883,609	\$21.39	100%											
Notes: Sq.Ft for Apartments are estimates only based on architectural drawings and total Load Factor is set at 15% for the office floor only Permits in-place for the first phase of the apartments (13 units)																				

TRANSACTION SUMMARY (PROFORMA APARTMENT CONVERSION)



	Proforma 2nd Floor Apartments		Proforma Ground Floor Retail		Restaurant Pad Bleu Foods		Combined
Gross Potential Rent	\$530,400		\$309,209		\$144,000		\$983,609
Plus Recapture	\$0		\$141,176		\$58,778		\$199,954
Potential Gross Income	\$530,400		\$450,386		\$202,778		\$1,183,564
Less Vacancy (Rent)	(\$26,520)	5%	(\$13,512)	3%	-		(\$40,032)
Effective Gross Income	\$503,880		\$436,874		\$202,778		\$1,143,532
Less Expenses	(\$170,700)		(\$141,176)		(\$60,282)		(\$373,263)
Net Operating Income	\$333,180		\$295,698		\$142,496		\$770,269
Cap Rate	5.50%		6.25%		5.25%		5.70%
Exit/Terminal Price	\$6,058,000		\$4,731,000		\$2,714,000		\$13,503,000
Bldg. SF:	21,450 SF		17,065 SF		7,459 SF		45,974 SF
% of Tot. SF:	47%		37%		16%		100%
Exit Price/Bldg. SF:	\$282		\$277		\$364		\$294
Unit Count	26						
Average Price/Unit	\$233,000						
Acquisition Price							\$6,000,000
Est. Construction and Stabilizing Costs							\$2,800,000
Total Cost							\$8,800,000
Return on Cost (NOI/Total Project Costs)							8.8%

Notes:
 Bleu Foods has option to purchase prior to the 24th month of the lease per a joint appraiser to determine the FMV
 Construction costs are estimated at approximately \$107,690 per unit on average. Stabilizing costs for the first floor retail (92% occupied) and Blue Foods excluded from analysis
 Apartment GPR includes all the Association Fees

Estimated Operating Expenses		Avg Price/Unit		PSF/Yr		PSF/Yr		PSF/Yr
Taxes ⁽¹⁾	\$26,409	\$1,016	\$26,409	\$1.55	\$9,279	\$1.24	\$62,096	\$1.35
Insurance ⁽²⁾	\$3,214	\$124	\$2,557	\$0.36	\$1,118	\$0.36	\$6,888	\$0.15
CAM ⁽³⁾	\$125,961.25	\$4,845	\$100,211	\$5.87	\$43,802	\$5.87	\$269,974	\$5.87
Management ⁽⁴⁾	3.00% \$15,116	\$581	\$12,000	\$0.70	\$6,083	\$0.82	\$34,306	\$0.75
Tot: Blizzard Property Management	\$170,700	\$6,565	\$141,176	\$8.27	\$60,282	\$8.08	\$373,263	\$8.12

(1) Per the Mono County Property Tax Bills. Millage rate is approximately 1.1%
 (2) Insurance per the Jan-Oct 2017 Statement of Income and Expense (annualized)
 (3) CAM is per the Jan-Oct 2017 Statement of Income and Expense (annualized)
 (4) Management Fee is 3% of EGR



AREA OVERVIEW



20.10%

**POPULATION GROWTH
SINCE 2000**

5 Million+

VISITORS PER YEAR

4.5

**AVERAGE NIGHTS PER VISIT
BY TOURISTS**

4.75

**AVERAGE SIZE OF VISITING
PARTY**

8,200+

EMPLOYEES IN THE AREA

\$76,880

**AVERAGE HOUSEHOLD
INCOME**

7,800 ft

ABOVE SEA LEVEL

A TOURISM HOT SPOT

Mammoth Lakes is widely known as one of the premier vacation spots in the state of California. Millions of individuals wishing to escape to the mountains flock to Mammoth Lakes every year for its world class skiing, snowboarding, fly fishing, mountain biking, and hiking. With easy access from the coastal California areas, Mammoth has become a mecca for busy and affluent families seeking respite from the noise of the urban areas. The town's economy relies a great deal on tourism and the Transient Occupancy Tax (TOT) that is generated because of it. The 13% tax is applied to the rental of any lodging for stays of less than a month.

UNBRIDLED GROWTH

The town of Mammoth Lakes has seen unprecedented growth over the past few years, thanks in large part to the growth in popularity of the Mammoth Mountain Ski Area. Many workers who were once seasonal have now settled in the town and wealthy retirees are relocating to the area in droves. These factors and others can account for the 20%+ population growth in last 17 years alone.



MAMMOTH MOUNTAIN SKI AREA

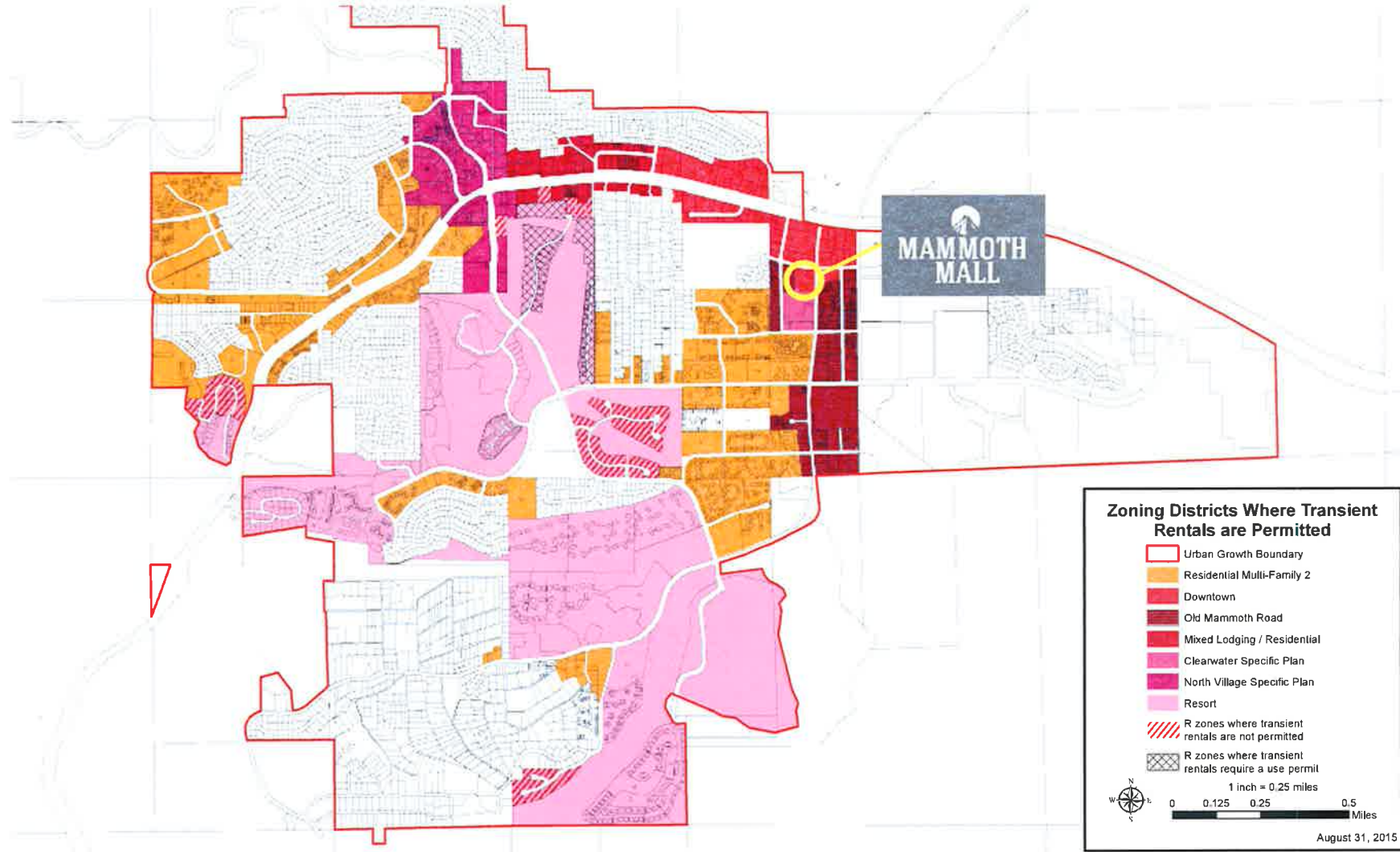
Perhaps the town's #1 asset is the Mammoth Mountain Ski Area, considered by many to be one of the finest ski resorts in the Western United States. Mammoth Resorts, the parent company, has controlling interest over the nearby June Mountain Ski Area, a smaller resort with more family-oriented terrain, as well as the Mammoth Lodging Collection, a group of high end, resort style alpine lodges. The ski area regularly hosts professional alpine sports competitions and concerts, drawing fans from all over the country. The company also operates Bear Mountain and Snow Summit areas.

In the Spring of 2017, a Colorado-based partnership comprised of Aspen Skiing Co. and KSL Capital Partners came to an agreement to purchase Mammoth Resorts in its entirety. The partnership will now operate 12 resorts that host around 7 million skiers per year. The purchase is likely to result in significant development of lodges and other resort amenities in Mammoth Lakes.

EASE OF ACCESS

Mammoth Lakes sits in a secluded but easily accessible part of Inyo National Forest. The town is just 32 miles from the entrance to Yosemite National Park and only 100 miles from the Valley floor.

Development of residential, commercial, and mixed-use projects in Mammoth Lakes are carefully regulated by the town's strict Urban Growth Boundary and Transient Rental Restrictions. There are several areas in the town where transient rentals (lodging rentals of 30 days or fewer) are prohibited. For all areas where transient lodging is permitted, a 13% transient occupancy tax (TOT) is added to the cost of each stay. Mammoth Lakes relies heavily upon the proceeds from the TOT, which make up around 60% of the town's General Fund. Mammoth Mall is positioned in one of the least restrictive zones in town, providing the investor all kinds of potential redevelopment options.

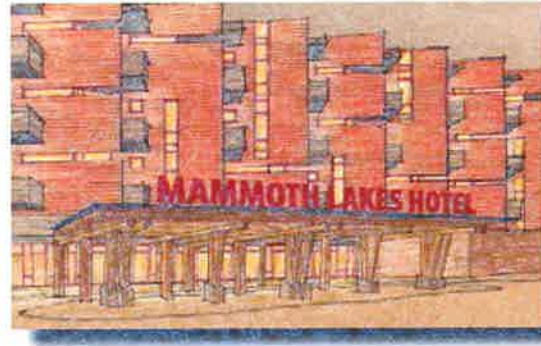


The Town of Mammoth Lakes is a four-season resort community located in the Eastern Sierras near the base of the Mammoth Mountain Ski Area and is surrounded by beautiful meadows, creeks, and mountain vistas. As a resort community, Mammoth's success depends on the quality of its residents' and visitors' experiences in and around the community. While much of the motivation for visiting Mammoth is based upon the natural amenities surrounding the Town, the nature of the development in the community affects our residents' and guests' experiences to a great degree. As the ski area and town continue to gain popularity and expand, the demand for high quality retail and office space grows, as does the need for a wide variety of residential options. Over the past few years, numerous projects, both residential and commercial, have been approved by the Planning and Economic Development Commission (PEDC) and the Town Council (TC) and are in various stages of completion ranging from entitled, but not built to completed and occupied. Below are descriptions of some of these projects. (Source: Development Highlights Aug. 2017, townofmammothlakes.ca.gov)

COMMERCIAL PROJECTS:

Old Mammoth Place: 164, 202 & 248 Old Mammoth Rd, Mammoth Lakes, CA

The Old Mammoth Place project is a mixed-use condo-hotel project located within the Clearwater Specific Plan area and next door to Mammoth Mall. The project consists of a six-story condo-hotel with up to 343 residential-condo hotel units containing a maximum of 488 bedrooms. In addition to the condo-hotel, the project will have multiple retail spaces, conference and banquet facilities, a spa and wellness center, a variety of public open space areas, and underground parking for approximately 600 vehicles. The project is entitled through Sept. 2018



Grocery Outlet: 37 & 77 Old Mammoth Rd, Mammoth Lakes, CA

The Grocery Outlet project is a new approximately 18,000 SF supermarket that will be constructed on 1.37 acres of vacant land in the Downtown (D) zoning district. This property will be directly adjacent to Mammoth Mall. Grading is expected to begin Summer or Fall of 2017.



Inn at the Village: 50 Canyon Blvd, Mammoth Lakes, CA

The Inn at the Village project consists of a seven-story boutique hotel with up to 67 rooms in the North Village Specific Plan area. The project also includes food and beverage facilities, pool and jacuzzi, and pedestrian improvements along Minaret Rd. Entitled through January 2023



The South Hotel: North Village, East of Minaret Rd., Mammoth Lakes, CA

The South Hotel project consists of a 251-unit condo hotel located in the north Village Specific Plan area. In addition to the hotel, the project will include around 13,000 SF of commercial space that will be divided into units for restaurants/bars, retail spaces, and conference facilities. The project is entitled through 2019.



RESIDENTIAL PROJECTS:

Hillside Highlands: 100 Canyon Blvd, Mammoth Lakes, CA

The Hillside Highlands project consists of three triplex structures on three adjacent parcels. Each unit will have approx. 3,000 SF and 3-4 Bedrooms. Site grading started Summer 2017.



Gray Bear I, II, & III: Sierra Star Golf Course, Mammoth Lakes, CA

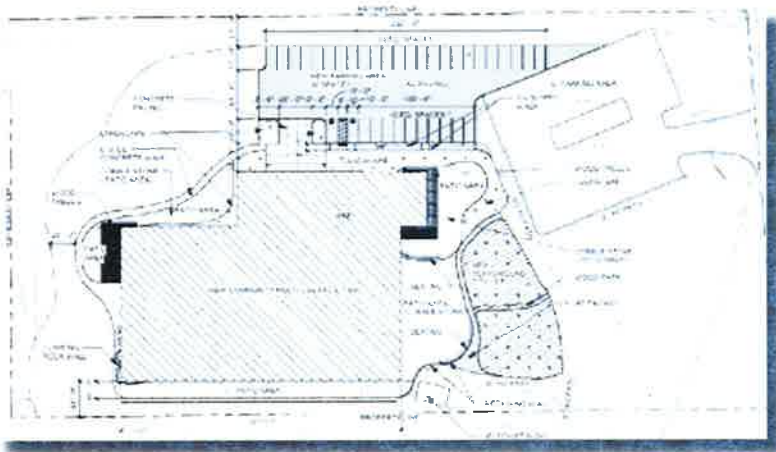
The Gray Bear subdivision includes 45 single-family residential lots located adjacent to the Sierra Star Golf Course. The homes are permitted for nightly rentals. All homes are either recently completed or under construction as of Aug. 2017.



OTHER NEARBY DEVELOPMENTS:

Mammoth Lakes Multi Use Facility: 686 Old Mammoth Rd, Mammoth Lakes, CA

The proposed multi-use facility includes a large ice rink/event space covered by approx. 30,000 SF of roof area. The project also proposes a 13,000 SF community center. Site grading is expected to begin in the late Fall 2017. Positioned just moments from Mammoth Mall.



Mammoth Lakes Police Station: 280 Thompsons, Mammoth Lakes, CA

The Police Station project is a new public safety facility located on the 4.5 acre town owned parcel near the entrance to Mammoth Lakes. The proposed building will be a single-level building with 5,380 square feet of habitable area. Expected completion date: Fall 2017.



In the Fall of 2016, the Town of Mammoth Lakes retained Dinsmore Sierra LLC to facilitate a community and stakeholder driven process to develop a Downtown Revitalization Action Plan. This plan identifies a number of realistic place based economic strategies and implementable actions to kick start downtown investment. These actions will involve both the public sector and private sector working together to help revitalize the downtown.

The top priorities for downtown (as identified through the public process) include:

- Promote Downtown Revitalization
- Support Jobs/Economic Development
- Create a walkable “feet first” community
- Focus Investment on Catalyst (mixed-use) sites
- Provide improved Affordable Housing choices
- Create a connected Community

In order to achieve these goals, Dinsmore Sierra has provided the following recommendations to the Council:

- Provide critical infrastructure that can support the accelerating development
- Development programs for town-owned or town-partnered sites
- Create several vibrant districts in the commercial zones
- Establish a parking district in commercial zones
- Build welcome/gateway signs to identify town and its districts
- Finance and display public art throughout commercial zones
- Promote alternative building standards and materials
- Promote and build low cost affordable housing
- Promote and build flexible workforce housing
- Partner with Private Sector to develop 2-4 Downtown Mixed-Use Buildings
- Build Moveable streetscape architectural elements

EXAMPLE - VIBRANT COMMERCIAL DISTRICTS



AFFORDABLE HOUSING CONCEPTS



DESCRIPTION (WWW.ROL3.SITESUSA.COM)	1 MILE	3 MILE	5 MILE
POPULATION			
2017 Estimated Population	5,033	7,826	7,834
2022 Projected Population	4,973	7,885	7,893
2010 Census Population	5,341	8,232	8,240
2000 Census Population	4,106	6,868	7,096
Projected Annual Growth 2017 to 2022	-0.2%	0.1%	0.1%
Historical Annual Growth 2000 to 2017	1.3%	0.8%	0.6%
2017 Median Age	32.7	35.6	35.6
HOUSEHOLDS			
2017 Estimated Households	2,011	3,306	3,310
2022 Projected Households	2,155	3,615	3,619
2010 Census Households	1,986	3,227	3,231
2000 Census Households	1,615	2,729	2,815
Projected Annual Growth 2017 to 2022	1.4%	1.9%	1.9%
Historical Annual Growth 2000 to 2017	1.4%	1.2%	1.0%
RACE AND ETHNICITY			
2017 Estimated White	74.6%	78.7%	78.7%
2017 Estimated Black or African American	0.8%	0.9%	0.9%
2017 Estimated Asian or Pacific Islander	2.1%	2.2%	2.2%
2017 Estimated American Indian or Native Alaskan	0.6%	0.6%	0.6%
2017 Estimated Other Races	21.9%	17.6%	17.6%
2017 Estimated Hispanic	42.5%	35.3%	35.4%
INCOME			
2017 Estimated Average Household Income	\$65,135	\$76,889	\$76,880
2017 Estimated Median Household Income	\$64,216	\$65,107	\$65,110
2017 Estimated Per Capita Income	\$26,282	\$32,714	\$32,716
BUSINESS			
2017 Estimated Total Businesses	431	530	543
2017 Estimated Total Employees	4,022	5,071	8,219
2017 Estimated Employee Population per Business	9.3	9.6	15.1
2017 Estimated Residential Population per Business	11.7	14.8	14.4



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

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): Stacey Simon, Leslie Chapman, Dave Butters, Janet Dutcher, and Anne Larsen. 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: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
No Attachments Available

History

Time

Who

Approval



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: CDD, Finance

TIME REQUIRED 1 hour (15 minute presentation, 45 minute discussion)

PERSONS APPEARING BEFORE THE BOARD

Megan Mahaffey, Wendy Sugimura

SUBJECT Housing Policies, Mitigation Toolbox, and Housing Mitigation Ordinance

AGENDA DESCRIPTION:

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

Discussion of Housing Policies, Mitigation Toolbox, and Housing Mitigation Ordinance.

RECOMMENDED ACTION:

1. Restate strategic planning conclusion that housing is a high priority policy item for the Community Development Department. 2. Review policy language for changes to the General Plan that addresses housing needs in Mono County during the suspension of the Housing Mitigation Ordinance and provide feedback. 3. Review the housing toolbox and provide direction to frame community discussions. 4. Discuss the current Housing Mitigation Ordinance and provide input for revisions.

FISCAL IMPACT:

None.

CONTACT NAME: Wendy Sugimura

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SEND COPIES TO:

Megan Mahaffey

Wendy Sugimura

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Attachment 1-Mono County Needs Assessment Section IV
Attachment 2-Town of Mammoth Lakes Housing Action Plan - Action Strategies

History

Time	Who	Approval
2/14/2018 5:35 AM	County Administrative Office	Yes
2/15/2018 4:45 AM	County Counsel	Yes
2/14/2018 5:04 PM	Finance	Yes

Mono County Community Development Department

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February 20, 2017

TO: Honorable Board of Supervisors

FROM: Wendy Sugimura, Interim Director
Megan Mahaffey, Accountant
Amanda Benbow, Assistant Planner

RE: Discussion of Housing Policies, Housing Mitigation Toolbox, and Housing Mitigation Ordinance

RECOMMENDATION

1. Restate Strategic Planning conclusion that housing is a high priority policy item for the Community Development Department.
2. Review policy language for changes to the General Plan that addresses housing needs in Mono County during the suspension of the Housing Mitigation Ordinance and provide feedback.
3. Review the housing toolbox and provide direction to frame community discussions.
4. Discuss the current Housing Mitigation Ordinance and provide input for revisions.

FISCAL IMPACT

None.

BACKGROUND

The Board of Supervisors reviewed the recently completed Housing Needs Assessment for Mono County at the November 14, 2017, meeting. The direction received by staff was to pursue a community-based planning approach and discuss with communities potentially available tools to improve housing availability in Mono County. The Housing Needs Assessment included a "toolkit" with a number of potential policies, programs, and other considerations that may increase the amount of housing in Mono County. The toolkit is broken down into two areas: 1) creating new housing and 2) preserving existing housing. Section IV of the Mono County Need Assessment is included in this staff report as Attachment 1 for reference.

Given that Housing is a regional issue, housing needs and solutions for Mono County should also consider the work efforts and climate of housing in the Town of Mammoth Lakes. In the last year, the Town of Mammoth Lakes has performed a Housing Choice and Needs Survey as well as a Housing Action Plan. Town Council received and discussed the Housing Action Plan: Live Work Thrive in December 2017. The plan was accepted with the condition that a foundational structure be established to clearly define roles and responsibilities as well as staffing needs at both the Town of Mammoth Lakes and Mammoth Lakes Housing. The Action Strategies from the Mammoth Lakes Community Housing Action Plan is included here as Attachment 2 for reference. The current focus of the Town is to establish a successful foundational structure and unit production on the Shady Rest parcel in the next three to five years.

In November 2017, the Mono County Housing Mitigation Ordinance was suspended through August 30, 2018, with a Board request to review General Plan housing policies to ensure new development is providing a "fair share" of workforce housing during the suspension of the ordinance. The suspended Housing Mitigation Ordinance is included here as Attachment 3 for reference.

The purpose of this agenda item is to review housing policies as requested, provide direction of potential revisions as needed, and discuss the housing strategy to be taken to the communities for feedback.

DISCUSSION

Policy:

The Housing Element contains a policy for development to provide a “fair share” of housing, but largely relies upon the Housing Mitigation Ordinance to implement the policy. The June Lake Area Plan contains some strong policy language to require workforce housing. Both policies could be added to the Land Use Element Countywide Policies to require sufficient “fair share” of housing, as follows (current General Plan language is in standard text, proposed language is underlined):

Objective 1.D.

Provide for the housing needs of all resident income groups, and of part-time residents and visitors.

Policy 1.D.1. Designate adequate sites for a variety of residential development in each community area.

Action 1.D.1.a. Designate areas for high-density residential development only in existing community areas. High density residential development should be located in areas with convenient access to employment, shopping, recreation, and transportation, including public transit.

Action 1.D.1.b. Residential development outside existing community areas should be of a low overall density. Higher- density residential development in certain locations may be permitted through clustering and transferring densities.

Policy 1.D.2. Provide for affordable housing.

Action 1.D.2.a. Encourage the provision of a variety of rental housing in community areas.

Action 1.D.2.b. Implement policies in the county Housing Element pertaining to the provision of affordable housing.

Policy 1.D.3. Designate a sufficient amount of land for a variety of lodging facilities.

Action 1.D.3.a. Designate suitable areas in communities as "Commercial Lodging."

Action 1.D.3.b. Designate suitable areas outside communities as "Rural Resort."

Policy 1.D.4. Require future development projects with the potential for significant housing impacts to provide a fair share of affordable and workforce housing units; e.g., an amount sufficient to accommodate the housing demand created by the development project, as determined through a housing impact assessment or compliance with the Mono County Housing Mitigation Ordinance.

Action 1.D.4.a. The County shall work with proponents during the specific plan or planning permit processes to ensure compliance.

Action 1.D.4.b. The County shall monitor the employee housing programs to ensure compliance and adjust employee housing policies when necessary.

This General Plan Amendment (GPA) would provide the County with the ability to require a housing study and provide a fair share of workforce housing units for larger new development projects, and could be brought to the Board for approval in April. Due to a limit of four General Plan Amendments a year under state law, the April GPA is anticipated to

include several policy issues, including cannabis regulations, short-term rental regulations, and a Circulation Element Update for consistency with the revised Regional Transportation Plan (RTP).

Toolbox:

Historically Mono County has grown relatively slowly with an average of 15-30 units per year. Therefore, the county focus is on converting existing units to meet community needs. The Mono County Housing Needs Assessment has six tools for the creation of new housing and has three tools for the preservation of existing housing. The tools are summarized below.

No. 1. Incentivize the creation of ADUs. Explore partnerships to create funding sources for construction loans or grants for owners in exchange for affordability commitments. These would include second homeowners with vacant or rented properties. The County should consider, if made available by the state, using CDBG funds for development of ADUs. The County should also create one to two prototype sketches of ADUs that meet building code requirements and hold resident meetings to market those prototypes. The County could borrow concepts from the City of Austin's Alley Flats Initiative, <http://thealleyflatinitiative.org/>.

No. 2. Update the Housing Mitigation Ordinance (Chapter 15.40 of the Mono County Code). Covered separately in discussion points below.

No. 3. More actively engage employers in the housing needs conversation. Support agency outreach to employers to understand needs, unit availability, and build a pool of employee tenants. Partner with the Town as the lead on this effort. In the absence of new affordable products, employers would need to double or triple the wages they pay workers in core industries for them to afford housing, particularly homes to buy. Employers should also be informed about the very strong desire for workers to own a home in Mono County. Employers should be willing to assist their employees attain homeownership by participating financially in programs that provide down payment assistance (once inventory increases), home improvements, and construction and financing of ADUs.

No. 4. Explore how to incentivize property owners to convert short term rental into long term rentals. As an initial incentive for conversion, the County should develop a rehabilitation program that will first be funded by grant funds and that could expand to include different income levels as funding becomes available either through the sale of County owned rental property or implementation of Housing Mitigation Ordinance. The County should also work with the Town to develop a property management system and tracking of deed restricted units.

No. 5: Develop new housing opportunities. The County should examine its existing land inventory to see if there are opportunities to develop workforce housing anywhere in the County. Developing a few units in each community would result in broader choice of workforce housing, increase the resident basis in the County's smaller communities and result in local business patronage. The County should also examine using a nonprofit land trust to manage those properties and coordinate with the Town of Mammoth Lakes on the Shady Rest Parcel.

No. 6. Support creation of a dedicated funding source for affordable and workforce housing. The Town of Mammoth Lakes intends to run a ballot initiative for tax increase to support a dedicated housing fund. As housing needs are a regional concern, the County should support this effort. County staff should be part of preliminary meetings to evaluate staff capacity, build support, and market approval of the fund. In addition, if political and economic climate is appropriate, the County may want to participate in the fund. An initial start to creating a Fund for Housing could be selling the three County owned rental units as seed money for Housing programs.

No. 7. Continue to regulate the short-term rental market. The County should implement regulations to manage the number of short-term rentals in single-family detached and attached neighborhoods. Anything that could be done to move the short-term rental market toward condominium products could help relieve the restricted supply of single family products.

No. 8. Evaluate and implement programs to make funds available to assist homeowners and renters with needed rehabilitation. Countywide, more than 300 homeowners are living in homes that are in "fair" or "poor" condition,

based on the survey conducted for this study. Thirty-three are living in units in poor condition. In the unincorporated County, an estimated 445 renters live in substandard units, with 100 living in units in poor condition. The County applied for CDBG funds to implement a Homeowner rehabilitation program in Mono County. The Town of Mammoth Lakes has also applied for such funding. The rehabilitation program should be created in coordination with the County Building department, the Town of Mammoth Lakes, the High Sierra Energy Foundation and Mammoth Lakes Housing for the best chance of successful implementation. County staff should also work with the building department/inspections to determine if a small program that improves the conditions of mobile homes is needed and would be successful in the unincorporated County.

No. 9. Support acquisition of homes that are likely to be offered for sale. Any financial support that can be provided to acquire housing units and make them affordable to the workforce through deed restriction should be done. More than 10 percent of those surveyed said they will sell their homes in the next five years. In addition, 5 percent of seasonal owners plan to sell. This could equal as many as 200 units if these units are priced within a reasonable range and a buy down could make them affordable. The County should explore some type of a “notification system” whereby owners who want to sell can advertise their units on a County website. The County could also help facilitate transfer of those units into a land trust, if one were to be developed in the Town and County.

Housing Mitigation Ordinance

Staff’s understanding is that the Housing Mitigation Ordinance (HMO) was controversial when adopted and vetting those points of view now would assist with a potential revision. The Board should raise any concerns about the ordinance, and also any positive aspects that should be retained. The feedback from the consultant (BBC) is that the ordinance is generally sound and only minor adjustments are needed to better fit the needs of Mono County. In addition, staff’s understanding is that the HMO is considered a development impact fee, and additional studies and legal considerations need to be reviewed for adequacy. Concurrently with community outreach, staff will research any technical aspects needed for adoption.

Timeline for follow up

- February 2018 – Housing Policy, Toolbox and Housing Mitigation Ordinance feedback from Board of Supervisors
- March/April/May – RPAC housing discussion and feedback
- June – Board of Supervisors Toolbox and HMO with community feedback for board direction
- July 10 – Board item on Housing Mitigation Ordinance for adoption
- July 17, 2018 – second reading of Housing Mitigation Ordinance on Consent agenda

ATTACHMENTS

1. Attachment 1: Mono County Needs Assessment – Section IV Housing Plan Considerations
2. Attachment 2: Town of Mammoth Lakes Housing Action Plan – Action Strategies
3. Attachment 3: Suspended Mono County Housing Mitigation Ordinance – ORD06-06

SECTION IV.

Housing Plan Considerations

Based on the research conducted for this Housing Needs Assessment, and the consultant team's experience in communities similar to Mono County, we offer the following programs and policies for consideration to address the current and future housing needs in the unincorporated County. They should be interpreted as a "menu of choices" for consideration by the County Board of Supervisors and the individual towns that comprise unincorporated Mono County.

We begin with a discussion of the County's past and existing housing efforts.

Current and Past Housing Programs and Policies

Mono County currently has a First-Time Homebuyer program that is operated by Mammoth Lakes Housing and funded by the state through the HOME and CDBG (Community Development Block Grant) programs. The First-Time Homebuyer program provides gap financing by way of 30 year deferred mortgages to income qualifying first-time homebuyers. The Mono County loan portfolio consists of five loans funded through the HOME program and eight loans funded through the CDBG program for a total valuation of \$1,572,090 ranging from \$62,000 to \$200,000. These thirteen loans leveraged \$2.35 million in real estate investment in unincorporated Mono County.

The Mono County First-Time Homebuyer program was expanded to include a rehabilitation portion. The rehabilitation portion of the program has not had much activity. The County is working on fine tuning the program to make it more useful to Mono County residents.

Mono County Current Policies

In addition to the above Housing Programs, Mono County takes various approaches to help address the housing shortage:

- Focus growth in and adjacent to existing communities – concentrate housing near existing jobs and for transit purposes
- Public transit connecting communities with job locations (e.g., Mammoth)
- Encourage energy efficiency measures to reduce cost of living
- Prescriptive designs: engineered designs for certain building structures to reduce the cost of building these structures

The below General Plan policies demonstrate an effort to attend to the current housing shortage:

- ADUs: Per 16.040 in the General Plan Land Use Element, ADUs meeting specified square footage standards are permitted outright, requiring only a building permit.
- Land Use Regulations:

➤ Density bonuses for affordable housing– June Lake Area Plan

Policy 14.A.2. Mono County, where feasible, shall work with developers and the June Lake community in constructing and maintaining affordable housing for residents.

Action 14.A.2.a. Density bonuses for affordable housing shall be applied consistent with State law (GC §65915). Where consistent with State law, projects including density bonuses shall not exceed 7.25 or 14.75 UPA in SFR or MFR, moderate-designated areas, respectively. In all other permitted areas, projects shall not exceed 26 UPA for residential units and 60 UPA for commercial lodging units.

Action 14.A.2.b. Units set aside for employee housing or for very-low and low-income tenants, shall be excluded from project density calculations. Projects meeting this criterion, however, shall not exceed the allowable density of 7.25 and 14.75 UPA in SFR and MFR, moderate areas and up to 26 UPA for residential units and 60 UPA for commercial lodging units in all other permitted areas, subject to consistency with State law.

➤ General Density Bonus Provisions (Land Use Element, Chapter 4): 04.100 Density

C. A density bonus for workforce or affordable housing shall be granted in compliance with Government Code Sections 65915-65917.

➤ Manufactured Home Subdivision

- Specific Plans: Tioga Inn SP has workforce housing component, and is coming in for a modification to increase
- Subdivisions: some subdivisions have required inclusionary housing (under the old housing mitigation ordinance)

Expanding the Housing Toolkit

There are many approaches to addressing housing needs. Some require significant upfront investments; some utilize private sector investments; others complement ongoing efforts; and some are as simple as refining programs or streamlining existing policies.

In developing actions that are most effective, communities should first consider their “sphere of influence”—what communities can realistically do given their capacity and resources. Also of consideration is how the private sector will react to incentives or requirements. This reflection should be ongoing, as capacity, resources, and the role of the private sector changes as markets change.

The recommendations below are meant to give the individual towns within Mono County options to explore—and develop solutions that complement Countywide efforts. The recommendations that the County decides to implement will form the basis of the Action Items in the Housing Element Update.

As discussed above, the unincorporated County has provided downpayment assistance, rehabilitation funds, and both incentivized and required affordable and workforce housing development in the past. Responding to needs at the unincorporated County level can be very challenging due to lumpy demand (due to inconsistent growth patterns); limited water and sewer infrastructure that is costly to expand; resistance to growth and development; and lack of subsidies for affordable housing development.

It is imperative, therefore, that the programs and policies that are implemented are cost effective, thoughtful, and result in addressing identified needs. To that end, we recommend the following to: 1) Create new housing that is needed to address existing shortages and future demand from employment growth, and 2) Preserve existing affordable housing.

Creating New Housing

The recommendations in this section recognize that unincorporated Mono County had traditionally grown relatively slowly, adding, on average, about 15-30 housing units per year. As such, these recommendations focus on converting under-used housing units and units that may become available in the future as a solution, in addition to building new units.

No. 1. Incentivize the creation of ADUs. Although the impact may be small, improving the condition of and expanding construction of ADUs should be part of the housing toolkit. Survey respondents expressed an interest in living in ADUs. One of the barriers to creating ADUs is obtaining construction loans (financing) and construction costs. Public and nonprofit support can reduce those barriers.

The County should explore partnerships (foundations, Community Development Financial Institutions, the Town of Mammoth Lakes) that could create a fund for construction loans or grants for owners—including second homeowners with vacant or rented properties—in exchange for affordability commitments. The County should consider, if made available by the state, using CDBG and HOME funds for development of ADUs.

The County should also create one to two prototype sketches of ADUs that meet building code requirements and hold resident meetings to market those prototypes. At least one should be able to house a 3- to 4-person family. The County should explore and borrow concepts from the City of Austin’s Alley Flats Initiative, see <http://thealleyflatinitiative.org/>

No. 2. Update the Housing Mitigation Ordinance (Chapter 15.40 of the Mono County Code). Market conditions—and future expectations of employment growth—indicate that an update of the Housing Mitigation Ordinance is needed. Recommendations on that update should take into consideration the Town’s ordinance (currently under review) to ensure that there are no conflicting incentives or requirements. The consultant team who developed this report is currently working on recommended modifications.

No. 3. More actively engage employers in the housing needs conversation. As part of this study, employers were surveyed to gauge their interest in participating in housing solutions. Employers showed a moderate amount of interest in being part of solutions, suggesting that more education and outreach is needed to more fully bring them on board as partners.

The Town of Mammoth Lakes' Action Plan also includes an action item to “reach out to employers to understand needs, unit availability, and build a pool of employee-tenants.” It is appropriate for the Town to lead this effort as the employment center in the County. County staff should attend this meeting and share the results of the County Needs Assessment (e.g., the information on wages v. housing prices in Section II of this study is a starting point for such a conversation). In the absence of new affordable products, employers would need to double or triple the wages they pay workers in core industries for them to afford housing, particularly homes to buy.

Employers should also be informed about the very strong desire for workers to own a home in Mono County. Employers should be willing to assist their employees attain homeownership by participating financially in programs that provide downpayment assistance (once inventory increases), home improvements, and construction and financing of ADUs.

No. 4. Explore how to incentivize property owners to convert short term rental into long term rentals. The past Housing Element included an action item to develop and implement a program to connect second homeowners with those needing seasonal housing to encourage the seasonal rental of such units.

Property owners were surveyed about their intention to convert the existing units into short-term and seasonal rentals—or to convert seasonal and short-term rentals into long-term rentals. Just 2 percent of owners *in the unincorporated County* said they plan to convert their units into some type of rental in the next five years. This equates to about 35 potential rentals. Current owners who plan to convert their homes into rental units are most likely to choose to convert them to long-term rentals (55%), followed by short term rentals (32%), and then seasonal rentals (14%).

As an initial incentive for conversion, the County should explore offering property owners rehabilitation funds (currently funded by CDBG). The County should also monitor the Town's action item to develop a property management system to support small landlords in exchange for affordability. Researching property management options with existing companies or building new capacity is an action item in the Town's housing plan. If the Town or a nonprofit does enact such a program, it may be appropriate to expand it Countywide.

No. 5: Develop new housing opportunities. The County should examine its existing land adjustment and inventory to see if there are opportunities to develop workforce housing throughout the County. The County should also examine using a nonprofit land trust to manage those properties. Not only would developing a few units in each community result in broader choice of workforce housing, it would also increase the resident basis in the County's smaller communities, resulting in local business patronage.

The County should also coordinate with the Town of Mammoth Lakes on their action item to acquire land for affordable and workforce housing. The Town of Mammoth Lakes' Action Plan includes a recommendation to approach the Forest Service about potential land exchanges. Depending on the Town's success, there may be an opportunity for a local nonprofit or land trust to create and manage land trust/affordable units in both the Town and the unincorporated County.

No. 6. Support creation of a dedicated funding source for affordable and workforce housing. A priority action item for the Town of Mammoth Lakes is running a ballot initiative for tax increase to support a dedicated housing fund. As housing needs are a regional concern, the County should support this effort. County staff should be part of preliminary meetings to evaluate staff capacity, build support, and market approval of the fund. In addition, if economic conditions in the County improve significantly, the County may want to participate in the fund.

Preserving Existing Housing

No. 7. Continue to regulate the vacation home market. The County should implement regulations to manage the number of vacation rental homes in single family detached and attached neighborhoods. Nudging the short term rental market toward condominium products could help relieve the restricted supply of single family products. Based on the survey data, this would mostly affect homeowners who plan to sell their units in the future; few existing owners said they plan to convert their homes to vacation or short-term ownership.

No. 8. Evaluate funds to assist homeowners with needed rehabilitation. Countywide, more than 300 homeowners are living in homes that are in “fair” or “poor” condition, based on the survey conducted for this study. Thirty-three are living in units in poor condition.

Homeowner rehabilitation programs are a popular use of Community Development Block Grant (CDBG) funds in many areas, yet this program has not been popular in the unincorporated County.

County staff should continue to evaluate the challenges of the past rehabilitation program by holding meetings in various locations in the County to better understand why residents are not taking advantage of the program. It is likely that demand may be greater for rental units (see below). This effort could be done in partnership with the Town of Mammoth Lakes, which has an action item for doing outreach and approaching the High Sierra Energy Foundation about expanding rehabilitation and weatherization program options.

County housing authority staff should also work with the building department/inspections to determine if a small program that improves the conditions of mobile homes is needed and would be successful in the unincorporated County.

No. 9. Explore rental rehabilitation programs. Based on the data collected from renters for this need assessment, as many as 1,300 renters are living in units in substandard condition, with nearly 300 living in units in “poor” condition. This is a result of the County’s unique and older housing stock, as well as affordability constraints.

In the unincorporated County, an estimated 445 renters live in substandard units, with 100 living in units in poor condition.

Some communities are beginning to explore programs that provide grant or low interest loan funding to landlords of properties that need repair in exchange for a long-term affordability commitment. In some cases, an “insurance” fund is created to provide landlords with an incentive to rent to more challenging tenants. Other communities cover the cost of master leasing, property management, and maintenance on units (especially if there is some

opportunity to address downtime of town maintenance staff) for landlords in exchange for affordability commitments.

The county should convene a meeting with area landlords—and contact out-of-area landlords—to gauge their interest in such incentives. Out of area landlords can be identified through assessor’s data by matching the owner’s address to the unit address. Notifications from the assessor can also be used to contact local landlords; typical event marketing efforts and County notifications may also be effective. Alternatively, or before such a meeting, the County could conduct an online survey to gauge the interest and need in a rental rehabilitation program.

The County should also communicate the results of the condition needs from the resident survey to landlords to reinforce the importance of maintaining units in good condition for public health and safety.

No. 10. Support acquisition of homes that are likely to be offered for sale in the next 5-15 years and make them affordable to workforce. A significant number of owners surveyed for this study—more than 10 percent—said they will sell their homes in the next five years. In addition, 5 percent of seasonal owners plan to sell. This could equal as many as 200 units if these units are priced within a reasonable range and a buy down could make them affordable.

The County should explore some type of a “notification system” whereby owners who want to sell can advertise their units on a County website. The County could also help facilitate transfer of those units into a land trust, if one were to be developed in the Town and County.

Land Use Regulations

The County should continue land use regulations that encourage workforce and affordable housing development. Although their impact varies depending upon the market, having development incentives is always a good option to encourage affordable and mixed-income housing. It is important that the County continue the regulations (some of which are currently required by state law) that provide:

- Density bonuses for projects incorporating affordable housing;
- Reductions or waivers of development fees for affordable housing projects;
- Flexibility in subdivision design to encourage clustering, zero lot line and common-wall developments, and other residential design strategies that allow for development at the gross allowable density while preserving sensitive site features; and
- At every opportunity—town halls, newsletters from community leaders, through community events—residents need to be educated about the positive effect of increasing densities and impact on addressing housing needs.

Summary of recommendations. These recommendations, their ability to address needs, and potential impacts are summarized below.

Housing Solutions, Estimated Benefit and Cost

Program or Policy	Estimate of Need (Balance of County only)	Target and Benefit (Balance of County only)	Estimate of Cost/Sources of Funds (if known)
Rental repair	445 renters living in substandard units	Low income renters living in aging apartments, condos, and mobile homes	Cost is staff time to communicate with landlords the County's desire to improve rental housing stock and enforce condition problems. Costs of providing property management and maintenance services.
	100 renters living in very substandard units	Prioritize low income renters living in units in very poor condition	At \$15,000 per unit, would cost \$300,000 to improve 20% of very substandard units. Would require affordable exchange for larger investments.
Homeowner repair	156 owners living in substandard units	Owners in older homes with weatherization needs	At \$8,000 per unit (weatherization only), would cost \$250,000 to assist 20% of owners with weatherization needs. Funds: State CDBG.
	16 owners living in very substandard units	Prioritize owners living mobile homes and aging single family homes	At \$50,000 per unit, would cost \$800,000 to address full needs of owners in very substandard homes. Funds: State CDBG.
Support creation of workforce housing	50-100 rental units needed to meet unmet demand	Prioritize renters living in substandard and overcrowded conditions	Cost of land donation, development and downpayment subsidies
	> 300 renters interested in ownership; 90 (30%) interested in deed restricted products	Renters who want to buy. Important that units accommodate small worker households as well as families	
	40-140 new units needed to accommodate workforce growth through 2022	Prioritize future workers in food service, tourism, service industries	
Rehab of aging rental development. Could be required through housing mitigation ordinance.	See rental needs and ownership demand above	200 potential units. Prioritize units most likely to house core workforce and families.	A home priced at \$300,000 would require a \$30,000 subsidy to account for sales transaction costs
Encourage conversion of units from seasonal/short to long term rental	See rental needs above	< 20 units	Depends on incentive; should be similar to rental rehabilitation incentive

Other recommendations considered. There were some potential programs and policies that were considered and are not recommended at this time. These include:

- Downpayment assistance for renters who want to become owners. At this time there are so few units for sale that are affordable to workforce, downpayment assistance program on its own is unlikely to make a difference in affordability. The downpayment assistance program needs to be paired with other programs, such as rehabilitation and creation of new housing units (ADUs) to create new housing for purchase.
- Relying only on the construction of private housing to address supply constraints. Some communities have benefitted from encouraging strong residential growth and allowing new supply to address affordability constraints. This typically only works in markets with a large volume of residential development for permanent residents and in markets that soften considerably (e.g., Las Vegas during the last housing market downturn).

Role of the Unincorporated County/Housing Authority & Working with the Town

Many mountain communities have housing authorities that play a very active role in developing and managing affordable housing, in addition to serving a leadership role in housing policy formation, implementation and monitoring.

The Town of Mammoth Lakes, as part of its housing action plan, will be evaluating staff roles in addressing housing needs. This evaluation may result in greater capacity to address housing needs at the town level and a liaison for County staff.

The areas where County staff should work with Town staff in addressing housing needs include:

- Inventory and identify land/underutilized buildings and partners (private owners, Forest Service) for a potential housing community;
- Explore alternative financing and insurance, including working with area banks and community development financial institutions that are more flexible than federal government-sponsored agency programs. This would include financing of ADUs;
- Join in the Town effort to evaluate a ballot initiative for a Housing Fund. County staff should be part of preliminary meetings to evaluate staff capacity, build support, and market approval of the fund.
- Explore working with the Town on development of a property management system to support small landlords in exchange for affordability. Researching property management options with existing companies or building new capacity is an action item in the Town's housing plan.
- Explore rehabilitation and weatherization funding in partnership with the Town of Mammoth Lakes, which has an action item for doing outreach and approaching the High Sierra Energy Foundation about expanding rehabilitation and weatherization program options.

- Support Town efforts to engage employers in the housing needs conversation. Provide data from this study and contact employers in the unincorporated County and encourage them to attend meetings.

At the County level, staff is encouraged to take the following roles:

- Continued administration of state CDBG funded repair programs including new programs for rental rehabilitation and potentially ADU construction (in conjunction with the Town);
- Depending on the availability of land or buildings that could be repurposed into a new housing community, manage the land conveyance process, issuance of an RFP, and oversee development;
- Administer the lottery system and deed restricted housing created in the unincorporated County and/or monitor a land trust; and
- Be a liaison between property owners participating in affordable rental incentive programs (ADUs and conversion of vacation rentals) and renters needing units.

Mammoth Lakes DRAFT Community Housing Action Plan

As a reference for the above recommendations, the current draft of the Town of Mammoth Lakes Community Housing Action Plan is appended to this section. The Town Council will be holding a workshop to review the Mammoth Lakes Community Action Plan on November 15, with the plan returning to Council for acceptance on December 6, 2017.

Action Strategies

The following tables summarize each prioritized strategy, presented in their order of planned implementation (in line with the above tables). A definition is provided for each strategy, along with the goals to be achieved and an overview of the proposed actions. This provides a quick summary of the Action Strategies, with more specific information provided in Appendix C.⁴

⁴ More detail on the proposed actions and assigned responsibilities is provided in the Appendix for each strategy, organized by strategy category. Appendix C should be referenced by implementing parties to understand the detailed background behind the formation of each strategy, additional steps necessary to carry out its implementation, and anticipated roles. These summaries will help kick-off the implementation of each strategy.

NEAR TERM ACTION STRATEGIES – In place by the end of 2020

NEAR TERM – Action Strategies Summary – in place by 2020 (con’t)

Acquisition of Shady Rest	Land – Public Private Partnerships	
<p>Acquire land through purchase.</p>	<ul style="list-style-type: none"> • Increase inventory of community housing; • Foster public/private partnerships to catalyze development and share risk. 	<ul style="list-style-type: none"> • Await outcome of Shady Rest discussions • Pursue master planning process of Shady Rest, if applicable
Dedicated Tax	Funding	
<p>Sales, property, lodging, real estate transfer, excise tax can be dedicated sources for community housing efforts.</p>	<ul style="list-style-type: none"> • Increase local funding for housing • Pair local funding with private investments, state and federal resources to leverage monies; build more community housing; meet range of housing price/income needs. 	<ul style="list-style-type: none"> • Run a 2018 ballot initiative for 2% of current 13% TOT to be dedicated into a Housing Fund. • Consider also seeking a 1% increase in TOT on the 2018 ballot measure. • Develop staff, capacity, project plan to market with the funding request. • Consider discretionary 2% TOT allocation in the interim.
Homebuyer Assistance	Housing Programs	
<p>Down payment assistance of grants or second mortgages for qualified buyers.</p>	<ul style="list-style-type: none"> • Serve higher incomes; allow higher home purchase prices • Local funding source to expand program: TOT/general fund likely 	<ul style="list-style-type: none"> • Build upon existing program through MLH • Seek local funding to serve more moderate and middle income households: up to 200% AMI • Work with employers to assist employees
Renter Assistance	Housing Programs	
<p>Grants/loans for first month rent/deposit or rent ongoing. Loans may be low- or no-interest.</p>	<ul style="list-style-type: none"> • Employer interest to develop first/deposit assistance program • Expand utility assistance program • Explore other options over longer term/as resources available 	<ul style="list-style-type: none"> • Develop a model policy for employers to provide first and deposit re-paid through payroll deduction • Work with MMSA on pilot project • Explore rent assistance for the broader community with public funding over longer term

Definition	Program Goal	Proposed Actions
Employer Assisted Housing - Tenant Landlord Matching		
<p>Employer support: help match employees to available housing</p>	<ul style="list-style-type: none"> • Central job/housing site from trusted source • Expand beyond employer/employee assistance and market to second/vacant homes • Increase occupancy of existing homes 	<p>Public Private Partnerships</p> <ul style="list-style-type: none"> • Expand Chamber’s job hub to also link employees to housing opportunities • Reach out to employers to understand needs, unit availability, and build pool of employee-tenants
Accessory (Secondary) Dwellings (ADUs) - promote		
<p>A second smaller home sharing a lot with a single-family or townhome. Some examples include an apartment over a garage, a tiny house in the backyard, or a basement apartment.</p>	<ul style="list-style-type: none"> • Increase inventory of long term rentals • Create opportunities for dispersed infill in existing neighborhoods • Increase neighborhood safety through greater year-round occupancy. 	<p>Incentives</p> <ul style="list-style-type: none"> • Increase community awareness of ability to do ADUs • Explore variances (e.g. side yard setbacks) to make it easier to fit ADUs on some lots • Establish a goal for a desired number of ADUs to be built
STR to LTR Incentive - Matchmaking		
<p>Marketing and linking roommates to second homeowners.</p>	<ul style="list-style-type: none"> • Use existing housing inventory to support long-term renters. 	<p>Short Term Rentals</p> <ul style="list-style-type: none"> • Outreach to educate homeowners of program • Website/database management of roommates and interested homeowners

NEAR TERM – Action Strategies Summary – in place by 2020 (con’t)

Definition	Program Goal	Proposed Actions
Federal/State Grants/Loans/ LIHTC		Funding
Outside funding sources for housing, typically below 80% AMI.	<ul style="list-style-type: none"> Continue to support the lowest income households and to compliment local resources and leverage funds. 	<ul style="list-style-type: none"> Continue use of CDBG, HOME, LIHTC, AHSC; track new Increase capacity for grant writing and administration, and developer assistance (LIHTC applications, etc.)
MMSA – Lodestar		Land – Public Private Partnerships
Seek opportunity to revive abandoned foundation	<ul style="list-style-type: none"> Increase inventory of community housing; may be long term or seasonal employee housing or other. 	<ul style="list-style-type: none"> Initiate discussion with MMSA leadership.
Zoning for Affordability		Incentives
Ensure that local regulations increase the supply and diversity of housing choices, (e.g. small lots for modest/tiny houses, live/work, multi-family by-right).	<ul style="list-style-type: none"> Opportunities for more RMF-1 zoning, , and flexibility in other zones for community housing. Incentivize housing in downtown core and other priority areas. Improve housing potential on IP land. Increase housing opportunities in commercial and industrial zones. 	<ul style="list-style-type: none"> Explore Community Housing Overlay District (CHOD) that provides a package of incentives (fast track, fee waiver, density bonus, etc.) for developers to build community housing in priority areas. Allow more housing options in the IP zone (Mammoth Lakes Foundation land) Explore expansion of RMF-1 zone (multi-family zone that prohibits short term rentals)
STR to LTR Incentive - Amnesty		Short Term Rentals
Waive/reduce non-compliance if illegal STRs convert to LTR	<ul style="list-style-type: none"> Incentivize conversion of STR to long term rental use to increase community housing choices. 	<ul style="list-style-type: none"> Outreach to educate homeowners of program Pair waiver with long-term rental restriction Case-by-case review likely required to determine suitability for waiver

NEAR TERM – Action Strategies Summary – in place by 2020 (con’t)

Definition	Program Goal	Proposed Actions
Shady Rest - Design		
<p>Community process to master plan the site.</p>	<ul style="list-style-type: none"> • Large, central parcel: Create a great neighborhood! • Increase community housing choices. 	<p>Land – Public Private Partnerships</p> <ul style="list-style-type: none"> • Understand circulation, housing mix, other amenities, and financial opportunities and constraints. • Work closely with neighbors, future residents, and community stakeholders. • Develop guiding principles; phased development.
Housing Mitigation Regulations		
<p>TOML requires new residential and commercial development to pay fees related to their impact on employee housing needs. Adopted in 2015.</p>	<ul style="list-style-type: none"> • Desire more community housing in downtown/mixed-use development. • Ensure fees collected represent net-neutral impact (development pays for impacts – no more, no less) • Use fees to build units – leverage other funding/state/federal. 	<p>Development Requirements</p> <ul style="list-style-type: none"> • Adopt a fee increase schedule that will raise fees over time to address actual impacts. • Scale fees based on size and intensity of use (e.g. 5,000 sq. ft. home should pay more than 1,000 sq. ft. home) • Incentivize development of community housing by investing collected fees in new development. • Require development of community housing if fee increases/incentives do not increase housing production.
Inclusionary Zoning (IZ)		
<p>Requires that new residential subdivisions and PUD’s include/build homes that are deed restricted for community housing.</p>	<ul style="list-style-type: none"> • If reinstated, est. 150 to 250 unit potential under current zoning (10% IZ) • IZ helps get missing middle housing developed • Avoid missing opportunities as development picks up – monitor markets 	<p>Development Requirements</p> <ul style="list-style-type: none"> • Consider re-adopting inclusionary zoning within two years • Design the ordinance to have carrots along with the stick • Make Inclusionary zoning a priority for the next election.

MID TERM ACTION STRATEGIES – In place by the end of 2025

Definition	Program Goal	Proposed Actions
<p>Enhanced Infrastructure Financing District (EIFD) Funding</p>		
<p>Allocation of new property and/or sales tax in defined districts. SB 628. Called Tax Increment Finance (TIF) outside of Ca.</p>	<ul style="list-style-type: none"> Use this financing tool to support multiple community goals including Walk, Bike, Ride, downtown revitalization, and community housing. 	<ul style="list-style-type: none"> Consider EIFD to kick start development in downtown (long term process) Create boundaries, legal structure, plan Include community housing as an eligible use of proceeds
<p>Linkage Fee for STR Short Term Rentals</p>		
<p>A fee directly linked to the need for housing generated by STRs. Two impacts: reducing the supply of housing available to residents and creating demand for housing by creating jobs.</p>	<ul style="list-style-type: none"> Increase funding for housing needed to support jobs created by STRs; Create more parity between STR and other business uses. 	<ul style="list-style-type: none"> Explore impact fee that applies upon conversion to STR or yearly TOT certificate renewal May require nexus study Assess fee at rate to address impacts, but not discourage STR licensing Enforcement needed
<p>Public Land – Tier 1 Sites Public Private Partnerships</p>		
<p>Partnering with developers to build community housing on town owned land.</p>	<ul style="list-style-type: none"> Increase housing options. 	<ul style="list-style-type: none"> Create Guiding Principles Understand site constraints Issue Request for Proposals on two sites: Park and Ride and Fire District Parcel Keep prioritized list for future housing opportunities

MID TERM - Action Strategies Summary – in place by 2025, con't

Definition	Program Goal	Proposed Actions
Employer Assisted Housing – Property Management		Public Private Partnerships
Support for employers that provide/desire to provide housing: contracting to manage rental units.	<ul style="list-style-type: none"> • Expand support to employers wanting to provide housing; • Incentivize short-term rental owners to convert to long-term. 	<ul style="list-style-type: none"> • Set up central property management system for employer membership • Research property management options – existing companies or building capacity • Begin with employer assistance; expand to incentivize short-term rentals to convert to long term
Land Acquisition- USFS within Town		Public Private Partnerships
Acquiring land through purchase or trade	<ul style="list-style-type: none"> • Increase community housing inventory • Incent public private partnerships 	<ul style="list-style-type: none"> • Approach Forest Service with coordinated list of conveyance/exchange requests
Shady Rest – Entitlements, finance		Land – Public Private Partnerships
Seek Land Use Approvals; evaluate financing	<ul style="list-style-type: none"> • Create a great neighborhood. • Increase community housing choices. 	<ul style="list-style-type: none"> • Work closely with neighbors, future residents, and community stakeholders • Evaluate financing options (state/federal/local/PPP)
Amnesty unpermitted units		Development Requirements
Intended to increase the stock of legal rental housing by incentivizing illegally created units to apply to be legalized.	<ul style="list-style-type: none"> • Improve rental housing conditions • Increase the inventory of legal housing stock • Improve recourse for tenants in illegal units and potential for landlords to make repairs. 	<ul style="list-style-type: none"> • Review other community amnesty codes: define parameters. May include affordability requirements. • Apply amnesty to specified units: illegal ADUs to start. • Pair with a low/no-interest loan program for landlords/owners to complete necessary health/safety repairs in exchange for a limited term deed restriction.

MID TERM - Action Strategies Summary – in place by 2025, con’t

Definition	Program Goal	Proposed Actions
Loan Program – LTR Landlords		
<p>Provide low or no interest loans to landlords to complete health/safety repairs who agree to rent long term.</p>	<ul style="list-style-type: none"> • Create a tool that supports landlords in improving housing quality and meeting licensing requirements. • This program pairs with other housing tools: rental inspection program, ADUs, amnesty for unpermitted units, conversion of short-term rentals to long-term. 	<p><i>Employer and Community Housing Programs</i></p> <ul style="list-style-type: none"> • Reinstigate CDBG loan program (MLH); explore using seed money from general fund • Design program – evaluate loan terms, combine with rental/affordability requirements • Seek feedback from funders and landlords
Inspection/Licensing – LTR		
<p>Create a licensing and inspection program for long term rentals.</p>	<ul style="list-style-type: none"> • Create a more holistic licensing system. • Ensure basic health and safety standards in long term rental inventory. • Pair inspections with a loan program that can help landlords make necessary repairs. Track long-term rental inventory and understand if homes are lost or gained. 	<p><i>Development Requirements</i></p> <ul style="list-style-type: none"> • Review other community’s codes • Build off of STR license/inspection program • Require Business Tax Certificate for all units • Establish inspection criteria; focus on safety • Explore need for “priority property” list of units most in need of repair
STR to LTR Incentive – property management		
<p>Providing rent guarantees and property management in exchange for renting units long term that were vacant or rented short term.</p>	<ul style="list-style-type: none"> • Incentivize owners of existing housing to add it to the long term rental inventory. 	<p><i>Land – Public Private Partnerships</i></p> <ul style="list-style-type: none"> • Can combine with employer property management assistance (see Employer and Housing Programs section) • Program outreach/education to STR owners • Locate/pre-qualify tenants • Establish program parameters (rent rates/affordability levels, etc.)

MID TERM - Action Strategies Summary – in place by 2025, con't

Definition	Program Goal	Proposed Actions
<p>Accessory Dwellings (ADUs) – pre-approved units <i>Incentives</i></p>		
<p>A second smaller home sharing a lot with a single-family or townhome residence.</p>	<ul style="list-style-type: none"> • Increase inventory of long term rentals • Create opportunities for dispersed infill in existing neighborhoods • Increase neighborhood safety through greater year-round occupancy. 	<ul style="list-style-type: none"> • Incentivize with Town funding, pre-approved plans, or pre-fab units in exchange for commitment to rent long term
<p>Private Donations/Grants <i>Funding</i></p>		
<p>Tax deductible contributions to a non-profit organization, which purchases or develops housing.</p>	<ul style="list-style-type: none"> • Create or collaborate with an existing entity to support private donations to a housing fund. • Link to Action Plan efforts. 	<ul style="list-style-type: none"> • Consider creation of a Mammoth Lakes Community Foundation with a dedicated fund to act as a pocket for private donations.
<p>Fee Waivers/ Substitution <i>Incentives</i></p>		
<p>Water/sewer, building permit or other fees waived in part or whole to reduce cost to build. Another source needs to cover cost of fees waived.</p>	<ul style="list-style-type: none"> • Promote matching funds for development of community housing. • Help incentivize community housing development in priority areas • Pair with CHOD incentive package (see Zoning for Affordability) 	<ul style="list-style-type: none"> • Make fee waivers automatic for deed restricted units. • Make fee waivers a certainty - schedule of when, which and how much fees are waived for what type of affordable housing development. • Waivers of special district fees to be considered over longer term (e.g., parks, fire, police, etc.)

MID TERM - Action Strategies Summary – in place by 2025, con’t

Definition	Program Goal	Proposed Actions
<p>Fast Tracking <i>Incentives</i></p>		
<p>Gives priority to developments that include affordable housing.</p>	<ul style="list-style-type: none"> • Proposed community housing developments should have priority and ability for faster approvals. • Recognize time/value of funding. • Part of CHOD incentive package (see Zoning for Affordability) 	<ul style="list-style-type: none"> • “Front of the line” policy for community housing proposals • Explore the ability for more staff-level decision-making (fewer discretionary elements) for community housing. • Note: currently not a widespread problem.
<p>Rehabilitation/Weatherization <i>Housing Programs</i></p>		
<p>Repair, update, and improve energy efficiency in existing homes</p>	<ul style="list-style-type: none"> • Reduce energy use and improve housing quality and affordability through better utilization and expansion of these programs. • Increase awareness of existing opportunities, explore new ones and seek partnerships to reach more members of the community. 	<ul style="list-style-type: none"> • Do better outreach of existing programs • Approach High Sierra Energy Foundation about expanding residential options • Coordinate with Town code enforcement and retrofit opportunities
<p>Mobile Home Park Affordability <i>Housing Programs</i></p>		
<p>Preserve long term mobile home affordability, quality and stability for residents.</p>	<ul style="list-style-type: none"> • Increase affordability and predictability for mobile home residents. Mobile home owners have limited options for placement and are subject to a “monopoly” nature of mobile home parks (limited availability). 	<ul style="list-style-type: none"> • Research options; long-term tool • Strategies may support tenant empowerment or resident or public ownership opportunity.

APPENDIX A – Timeline and Roles by Primary Action Task

Timeline of Priority Tools																			
HOUSING STRATEGIES	Strategy Type	2018				2019				2020				MID TERM					Long Term
		1	2	3	4	1	2	3	4	1	2	3	4	2021	2022	2023	2024	2025	2026-2030
STRATEGIES	Quarter	1	2	3	4	1	2	3	4	1	2	3	4						
Policy Actions																			
Promote ADUs (outreach/education)	Incentives																		
Zoning for Affordability	Incentive																		
STR Amnesty	STR																		
Housing Mitigation Ordinance	Requirement																		
Inclusionary Zoning	Requirement																		
EIFD	Funding																		
Linkage license fee for STR	STR																		
Amnesty for unpermitted units	Requirement																		
Inspection/Licensing for LTR	Requirement																		
Fee waivers/substitutions	Incentive																		
Fast Track Processing	Incentive																		
Development Actions																			
Shady Rest - Acquisition	PPP																		
Shady Rest - Design	PPP																		
Shady Rest - Entitlement, Finance	PPP																		
Shady Rest - Construction	PPP																		
Land Acquisition - MMSA Lodestar	PPP																		
Public Land for Development - Tier 1 Sites	PPP																		
Land Acquisition - USFS Within Town	PPP																		
ADU pre-approved units	Incentives																		
Public Land for Development - Tier 2 Sites	PPP																		
Public Land for Development - Tier 3 Sites	PPP																		
Programs																			
Home buyer assistance (expanded)	Program																		
Renter Assistance (employers)	Program																		
EAH - Tenant/Landlord matching	PPP																		
Second Homeowner Roomate Matching	STR																		
EAH - Property Management Support	PPP																		
Loan Program for LTR landlords	Program																		
STR Conversion - Property Management	STR																		
Housing Rehab	Program																		
Preserve Mobile Home Park Affordability	Program																		
Finance																			
Dedicated Local Tax (to vote Nov. 2018)	Funding																		
Federal/State - Grants/Loans/LIHTC	Funding																		
Private Donations	Funding																		

Key:
Action Phase
Ongoing Phase

Matrix of Responsibilities by Type of Action

HOUSING STRATEGY	STRATEGY TYPE	IMPLEMENTATION RESPONSIBILITIES					
		Town	MLH	Chamber	MMSA	Employers	Other
Policy Actions							
Accessory Dwellings* (promote)	Incentives	x	x				Lead TBD
Zoning for Affordability*	Incentives	L	S		S		MLF (IP land), community
STR to LTR incentive: amnesty	STR	L	S				
Housing Mitigation Ordinance	Dev Req	L					
Inclusionary Zoning	Dev Req	L					Community
EIFD	Funding	L					
Linkage license fee for STR	STR	L					
Amnesty for unpermitted units	Dev Req	L	S				
Inspection/Licensing for long term rent	Dev Req	L	S				
Fee Waivers/Substitutions	Incentives	L					Special districts (long term)
Fast Track Processing	Incentives	L					
Development Actions							
Shady Rest - Acquire Land, Design, Entitle, Finance, Construct	PPP	L	S				
Land Acquisition - MMSA Lodestar	PPP	S			L		
Public Land for Dev't - Tier 1 Sites	PPP	L/S	S				Fire District (for FD parcel)
Land Acquisition - USFS Land Within Town	PPP	L					FS, stakeholders
Accessory Dwellings* (pre-approved units)	Incentives	L	S				
Programs							
Home buyer assistance (community and employers)	Programs	S	L	S	S	Working group	
Renter assistance (employers)	Programs			S	L	Working group	
EAH - Tenant/Landlord matching	PPP			L	S	Working group	
STR to LTR incentive: roommate match	STR	S	S	L		Working group	Property managers
EAH - Property mgt support	PPP	S	S	L	S	Working group	MLF
Loan program for LTR landlords	Programs	S	L				Landlord/prop mgr outreach
STR to LTR incentive: property mgt	STR	S	S	L		Working group	Foundations, prop mgrs
Housing rehabilitation	Programs	x	x				Lead TBD
Preserve mobile home park affordability	Programs	S	S/L				

Matrix of Responsibilities by Type of Action (Continued HOUSING STRATEGY)	STRATEGY TYPE	IMPLEMENTATION RESPONSIBILITIES					
		Town	MLH	Chamber	MMSA	Employers	Other
Finance							
Dedicated local tax	Funding	S	S/L				
Federal and state grants/loans; LIHTC	Funding	L/S	L/S				Lead depends upon task
Private donations/Grants	Funding		x	x			Lead TBD



ORDINANCE NO. ORD06- 06

**AN ORDINANCE OF THE MONO COUNTY BOARD OF SUPERVISORS
ADDING CHAPTER 15.30 TO TITLE 15 OF THE MONO COUNTY CODE
ENACTING HOUSING MITIGATION REQUIREMENTS**

WHEREAS, the Board of Supervisors finds that the County of Mono has a shortage of housing that is affordable to many residents who work and reside in Mono County as a result of sharply rising housing costs over the past several years, the increase in second homes; and

WHEREAS, wages for workers residing in Mono County have not kept pace with the increase in housing costs. As a result, employees in the lower, moderate, and even upper-moderate income ranges cannot afford to reside in proximity to work centers, have been forced to move greater distances from their places of employment, or have moved from the area entirely. This has decreased the pool of workers necessary to meet the needs of businesses and communities within Mono County. It has also increased commuting time to places of employment and contributes to substandard living conditions for workers and their families that earn low and moderate income levels; and

WHEREAS, requiring developers of land to mitigate the impact of development projects on the availability of workforce and affordable housing, either directly or through the payment of fees, dedication of land, or similar means, is reasonable and necessary to offset the impact of the development which has resulted in a decrease of land available for workforce housing, and for persons with low and moderate levels of income, a demonstrative increase in the price of housing, and an increase in the need for workers within the county; and

1 **WHEREAS**, Despite the availability of state and county incentives, there has
2 been little or no market development of residential housing affordable to households
3 earning very low, low, moderate, and even upper-moderate income levels and no other
4 reasonable means to meet this need for workforce and affordable housing are available;
5 and

6 **WHEREAS**, A requirement that new development mitigate these impacts by the
7 development of affordable housing units, the payment of fees, or similar means is
8 reasonable and necessary to improve the health, safety and general welfare of the
9 citizens of Mono County; and

10 **WHEREAS**, Recognizing that different regions within the county experience
11 separate and distinct needs for affordable housing, different mitigation requirements
12 will apply to most appropriately address the needs of the different communities; and

13 **WHEREAS**, These mitigation conditions will not result in a negative impact on
14 the overall development of housing or impose a barrier that will prevent persons with
15 lower and moderate levels of income from purchasing housing;
16

17 **NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF**
18 **MONO ORDAINS** as follows:

19 **SECTION ONE:** That title 15 of the Mono County Code is amended by the
20 addition of a new Chapter 15.40 entitled "Housing Mitigation Requirements" and will
21 read as set forth in Exhibit "A" attached hereto and incorporated herein by this reference

22 **SECTION TWO:** This ordinance shall become effective 30 days from the date of
23 its adoption and final passage, which appears immediately below. The Clerk of the
24 Board of Supervisors shall post this ordinance and also publish the ordinance in the
25 manner prescribed by Government Code section 25124 no later than 15 days after the
26 date of this ordinance's adoption and final passage. If the Clerk fails to so publish this
27 ordinance within said 15 day-period, then the ordinance shall not take effect until 30
28 days after the date of publication.


1 **APPROVED AND ADOPTED** this 13th day of June, 2006, by the following vote:

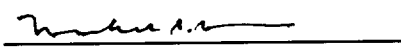
2 **AYES** : **Supervisor Bauer, Farnetti, Hazard, Hunt.**
3 **NOES** : **None.**
4 **ABSTAIN** : **None.**
5 **ABSENT** : **None.**
6 **VACANT** : **District #4.**


TOM FARNETTI, Chairman
Board of Supervisors
County of Mono

7
8 **ATTEST:**
9 **CHRISTY ROBLES**
10 **ACTING CLERK OF THE BOARD**

APPROVED AS TO FORM:
MARSHALL RUDOLPH
COUNTY COUNSEL

11 

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Exhibit A

Chapter 15.40

Housing Mitigation Requirements

Sections:

- 15.40.010 Purpose
 - 15.40.020 Definitions
 - 15.40.030 Housing Trust Fund
 - 15.40.040 Non-Residential Development Project Housing Impact Fees
 - 15.40.050 Residential Development Project Inclusionary Requirements
 - 15.40.060 Alternatives
 - 15.40.070 Single Family Residence Mitigation Fees
 - 15.40.080 Developer Incentives
 - 15.40.090 Exempt Projects
 - 15.40.100 Procedure
 - 15.40.110 Occupancy and Availability of Affordable Units
 - 15.40.120 Serial or Sequential Development Prohibited
 - 15.40.130 Enforcement
 - 15.40.140 Annual Review
 - 15.40.150 Appeal, Waiver and Adjustment
 - 15.40.160 Severability
-
- 15.40.010 Purpose/Findings.

The County of Mono has a shortage of housing that is affordable to many citizens who work and reside in Mono County. The cost of housing has risen sharply over the past several years due to the cost of housing in the county's resort communities, the increase in second-home residences throughout the county, the scarce and limited amount of private land within the county available for residential development, and the overall increase in the cost of housing throughout the State of California. Wages for workers residing in Mono County have not kept pace with the increase in housing costs. As a result, employees in the lower, moderate, and even upper-moderate income ranges cannot afford to reside in proximity to work centers, have been forced to move greater distances from their places of employment, or have moved from the area entirely. This has decreased the pool of workers necessary to meet the needs of businesses and communities within Mono County. It has also increased commuting time to places of employment and contributes to substandard living conditions for workers and their families that earn low and moderate income levels.

Requiring developers of land to mitigate the impact of development projects on the availability of workforce and affordable housing, either directly or through the

payment of fees, dedication of land, or similar means, is reasonable and necessary to offset the impact of the development which has resulted in a decrease of land available for workforce housing, and for persons with low and moderate levels of income, a demonstrative increase in the price of housing, and an increase in the need for workers within the county. Despite the availability of state and county incentives, there has been little or no market development of residential housing affordable to households earning very low, low, moderate, and even upper-moderate income levels and no other reasonable means to meet this need for workforce and affordable housing are available.

A requirement that new development mitigate these impacts by the development of affordable housing units, the payment of fees, or similar means is reasonable and necessary to improve the health, safety and general welfare of the citizens of Mono County. Recognizing that different regions within the county experience separate and distinct needs for affordable housing, different mitigation requirements will apply to most appropriately address the needs of the different communities. These mitigation conditions will not result in a negative impact on the overall development of housing or impose a barrier that will prevent persons with lower and moderate levels of income from purchasing housing.

15.40.020 Definitions

For the purposes of this chapter the following definitions shall apply:

A. "Affordable Unit" means a housing unit which is required to be built, sold, and/or restricted pursuant to the requirements under this chapter. For purposes of determining the fractional fee required pursuant to this chapter, the designated size of an affordable single-family unit, including an affordable condominium unit and an affordable unit required for non-residential projects, is determined to be twelve hundred (1200) square feet (excluding garage and secondary dwelling unit); the designated size of an affordable multi-family unit or manager's unit is one thousand (1000) square feet; and the designated size of a secondary unit is six hundred-forty (640) square feet.

B. "Building Cost" means the cost per square foot of building a single family residence in Mono County as determined by the Mono County Building Division for "Habitable Space D," or as determined by resolution of the Board of Supervisors.

C. "Developer" means a person or entity who applies for a permit or other approval for the construction, placement, or creation of residential or non-residential development, including the subdivision of land.

E. "Dwelling Unit" means any structure or portion thereof designed or used as residence or sleeping quarters of a household, including a caretaker unit.

F. "Full-Time Equivalent Employee" ("FTEE") means a full-time employee or combination of part-time employees whose work constitutes a total of 2,080 hours of

annual employment generated by residential and non-residential development. In general, a full-time employee employed for an entire year equals one FTEE, a full-time employee employed on a seasonal basis equals one-half FTEE, and a part-time employee employed on an annual basis equals one-half FTEE. When an "employee generation calculation" results in seasonal or part-time employees, those employees shall be combined to form FTEEs.

G. "Household" means one or more individuals who occupy one dwelling unit as a single housekeeping unit, whether or not related by blood or marriage.

H. "Housing Fund" means the County of Mono Affordable Trust Fund established pursuant to this Chapter.

I. "Housing Mitigation Fee" means any fee established pursuant to this chapter.

J. "HUD" means the United States Department of Housing and Urban Development.

K. "Housing Mitigation Agreement" means an agreement between the County of Mono and a developer governing how the developer shall comply with this chapter.

L. "Location Factor" means a factor that represents the cost of housing and need for affordable housing within a specific geographic region within Mono County that will be used in the calculation of housing mitigation requirements.

M. "Market Rate Unit" means a dwelling unit in a residential development project that is not an affordable unit.

N. "Area Median Income," also known as "AMI," means the median income, adjusted for family size, applicable to Mono County as published annually pursuant to Title 25 of the California Code of Regulations, Section 6932 (or its successor provision), as determined periodically by HUD and updated on an annual basis.

O. "Non-residential development project" means a project for the construction, addition, subdivision of land, or placement of a structure which is for a non-residential use and which is proposed to be developed within the following General Plan land use designations: commercial, commercial lodging, service commercial, industrial park, industrial, rural resort, including that portion of any development within a mixed use or combined use designation (e.g. specific plan) which includes the construction, addition, or placement of a structure for non-residential use.

P. "Residential development project" means a project for the construction or placement of any residential dwelling unit in a permanent location, or the subdivision of land which is planned, designed, or used for development of residential dwelling units

within the following General Plan land use designations: rural residential, estate residential, single-family residential, multi-family residential, or any other area where residential dwelling units may be developed.

Q. "Secondary Housing Unit" shall mean a dwelling unit located on the same parcel as a principal unit and as defined pursuant to Chapter 16 of the Land Use Element of the Mono County General Plan.

R. "Sleeping Area" means any bedroom, loft, or other space that can be equipped with beds, foldout sofas, or other similar sleeping furniture within a visitor accommodation/transient occupancy facility.

15.40.030 Housing Trust Fund

A. There is hereby established the Mono County Affordable Housing Trust Fund (the "Housing Fund"). Any and all fees collected pursuant to this Chapter, together with any other funds received by grant or otherwise for the purpose of furthering the development of affordable housing within the County of Mono, shall be deposited into the Housing Fund.

B. The Housing Fund shall be administered by the Mono County Housing Authority subject to any direction provided by the Board of Supervisors and the provisions of this chapter.

15.40.040 Requirements For Non-Residential Projects

A. Affordable Housing Mitigation requirements shall be imposed on developers of non-residential development projects based on the Full-Time Equivalent Employment generation created by the proposed use. The mitigation requirements shall be determined pursuant to Table Z of this Chapter.

B. Developers of non-residential development projects shall construct or acquire one affordable unit, or pay a fractional housing mitigation fee, based on the type of development project as defined below. The affordable unit may be offered for sale or may be a rental unit and shall be deed-restricted as provided in Section 17.60.110 of this chapter. A fee shall be paid for any fractional units ("the fractional amount"). The fee shall be based on the fractional amount multiplied by the Building Cost multiplied by the designated size of one affordable unit multiplied by the location factor: Fractional amount x Building Cost x 1200 x location factor. The affordable units shall be constructed or acquired on-site if allowable by the Mono County General Plan, or if not allowable on-site, the unit(s) shall be constructed or acquired off-site in the community where the development project is located.

1. Visitor Accommodations. Developers of any visitor accommodation, including but not limited to hotels, motels, inns, resorts, timeshares, and other development projects designed for the use of transient occupancy by visitors, shall provide one affordable unit for every twenty (20) sleeping areas provided by the project multiplied by the location factor. Any visitor accommodation project that results in the development of nine or fewer sleeping areas is exempt from the provisions of this chapter. Developers of ten (10) and up to nineteen (19) sleeping areas shall be required to pay a fractional fee where each sleeping area is determined to have a fractional value of one-eleventh of an affordable unit multiplied by the location factor. Developers of more than 20 sleeping areas shall pay a fractional fee in addition to providing one affordable unit for every 20 sleeping areas developed where each sleeping area is determined to have a fractional value of 1/20 of an affordable unit multiplied by the location factor.

2. Commercial. Developers of commercial projects, including but not limited to office and retail space, restaurants and other food services, facilities for repair services, professional services, and facilities for cultural and religious activities, shall provide one affordable unit for every eight thousand (8,000) square feet of commercial space developed multiplied by the location factor. Commercial development projects less than two thousand (2,000) square feet shall be exempt from the provisions of this chapter. Commercial development projects of two thousand (2000) square feet and up to and including seven thousand nine hundred and ninety-nine (7,999) square feet shall pay a fractional fee where each square foot is determined to have a fractional value of 1/6001 of an affordable unit multiplied by the location factor. Commercial development projects that are greater than eight thousand (8,000) square feet shall pay a fractional fee in addition to providing any required affordable unit(s) where each square foot is determined to have a fractional value of 1/8000 of an affordable unit multiplied by the location factor.

3. Industrial or Service Commercial. Developers of industrial and service commercial projects, including but not limited to facilities to be used for cottage industries, automobile repair shops, plumbing and construction services, manufacturing shops, and similar facilities, shall provide one affordable unit for each ten thousand (10,000) square feet of industrial or service commercial space developed multiplied by the location factor. Industrial or service commercial projects that are less than twenty-five hundred (2,500) square feet are exempt from the provisions of this chapter. Industrial and service commercial projects of twenty five hundred (2500) square feet and up to and including nine thousand nine hundred and ninety-nine (9,999) square feet shall pay a fractional fee where each square foot is determined to have a fractional value of 1/7500 of an affordable unit multiplied by the location factor. Industrial and service commercial projects greater than ten thousand (10,000) square feet shall pay a fractional fee in addition to providing any required affordable unit(s) where each square foot is determined to have a fractional value of 1/10,000 of an affordable unit multiplied by the location factor.

4. Storage and Warehouse. Each storage and warehouse project shall provide one affordable unit for each twenty thousand (20,000) square feet of storage or warehouse space developed multiplied by the location factor. Storage and warehouse projects less than five thousand (5,000) square feet are exempt from the provisions of this chapter. Storage and warehouse projects of five thousand (5000) square feet and up to and including nineteen thousand nine hundred and ninety-nine (19,999) square feet shall pay a fractional fee where each square foot is determined to have a fractional value of 1/15,000 of an affordable unit multiplied by the location factor. Industrial and service commercial projects greater than twenty thousand 20,000 square feet shall pay a fractional fee in addition to providing any required affordable unit(s) where each square foot is determined to have a fractional value of 1/20,000 of an affordable unit multiplied by the location factor.

C. Special Fees and Exemptions. The following non-residential development projects are exempt from the housing mitigation requirements set forth in this chapter:

1. Non-residential projects producing less than one (1) FTEE in any five-year period.
2. Public and private elementary and secondary schools.
3. Nursery school and daycare facilities that are open to public enrollment.
4. Public libraries, art galleries, museums, and other non-recreational public facilities.
5. Churches and other places of worship.
6. Any building which is destroyed or damaged by fire or natural catastrophe so long as the square footage of the building is not increased as a result of the repair, rebuilding, or restoration of the damaged building.
7. Multi-family apartment buildings that are deed-restricted to require working resident occupancy or other approved affordable housing criteria.
8. Secondary housing units as defined in Chapter 16 of the Land Use Element of the Mono County General Plan.

D. Developers of non-residential development projects may propose to the Community Development Department and the Planning Commission comparable alternatives to these requirements in lieu of construction or acquisition of affordable units or payments of all or a portion of the housing mitigation fee.

15.40.050 Residential Development Projects Inclusionary Requirements.

A. Single-Family Subdivisions. All residential development projects shall provide an affordable housing unit for each ten (10) lots or housing units developed, and shall pay a fee in lieu of providing any fractional units. The size, design, and location of inclusionary units shall be consistent with the Mono County General Plan, applicable

specific plans, and other county ordinances and building standards. Compliance may be accomplished by the developer alone or in combination with others, including without limitation the Mono County Housing Authority or a nonprofit housing corporation. The housing mitigation requirements set forth herein shall be based upon the size and location of the project.

1. Inclusionary Requirements.

a. Developers of residential subdivisions consisting of the creation of two units or lots shall not be required to meet any housing mitigation requirements.

b. Developers of residential subdivisions consisting of the creation of three (3) and up to and including nine (9) lots shall pay a fractional fee whereby the fractional unit is to be calculated where each lot is determined to have a fractional value of 1/10th of an affordable unit multiplied by the location factor.

c. Developers of residential subdivisions consisting of the creation of ten or more lots or housing units shall provide an inclusionary unit on-site for every ten lots or units created and shall pay a fee in lieu of providing a fractional inclusionary unit where each lot is determined to have a fractional value of 1/10th of an affordable unit multiplied by the location factor. The inclusionary unit(s) provided shall be sold at an affordable level as provided in Table Y.

d. In addition to building an affordable unit and paying affordable unit fractional fees, developers of each residential subdivision consisting of three (3) or more lots shall be required to deed-restrict twenty percent (20%) of the lots developed multiplied by the location factor to require the building of a secondary dwelling unit at the same time as the primary residence is constructed, and shall pay a fee in lieu of providing a fractional deed-restricted lot unit where each lot is determined to have a fractional value of 1/5th of a secondary unit multiplied by the location factor. Any lot designated to require a secondary dwelling unit will not be issued a building permit unless the plans submitted show an approved secondary dwelling unit and a certificate of occupancy shall not be issued unless the secondary dwelling unit has been constructed in an approved manner.

e. The construction of the on-site units shall be located within the same subdivision and within the boundaries of the project, shall be compatible in exterior appearance with the market rate units being

developed in the project, and shall be dispersed throughout the residential development to the extent feasible and as provided in the housing mitigation agreement. Placement of any required secondary unit deed-restricted lots or units shall be dispersed throughout the residential development to the extent feasible and as provided in the housing mitigation agreement. The affordable units must contain a similar number of bedrooms as the market rate units but may be smaller than market rate units as determined in the housing mitigation agreement and as provided in Table Y. The interior amenities within an affordable unit or secondary dwelling unit may differ from the interior amenities in a market rate unit, and may be required to include EPA II wood stoves, energy efficient amenities, and other cost-efficient amenities as provided in the housing mitigation agreement.

f. The on-site units and secondary dwelling units must be built at the same time as market rate units and a certificate of occupancy will not be issued as to any unit until the affordable unit(s) are completed and issued a certificate of occupancy.

B. Multi-Family Subdivisions, Projects and Condominiums.

All multi-family projects and condominium developments in Mono County shall meet the housing mitigation requirements set forth herein, based upon the size and location of the project.

1. Condominiums and Planned Developments.

a. Condominium subdivisions consisting of the creation of two (2) or fewer units shall not be subject to the provisions of this chapter other than as provided in section 15.40.070 for any specific condominium unit.

b. Condominium subdivisions consisting of the creation of three (3) and up to and including nine (9) units shall pay a fractional fee whereby the fractional unit is to be calculated where each unit is determined to have a fractional value of 1/10th of an affordable unit multiplied by the location factor.

c. Condominium subdivisions consisting of the creation of ten or more units shall provide an inclusionary unit on-site for every ten units created and shall pay a fee in lieu of providing a fractional inclusionary unit where each unit is determined to have a fractional value of 1/10th of an affordable unit multiplied by the

location factor. The inclusionary unit(s) provided shall be sold at an affordable level pursuant to Table Y.

d. In addition to the inclusionary requirements above, condominium subdivisions consisting of the creation of fifteen (15) or more units shall construct or provide an on-site manager's or employee unit for every additional (15) units developed and shall pay a fee in lieu of providing a fractional inclusionary unit where each unit is determined to have a fractional value of 1/15th of an affordable unit multiplied by the location factor.

e. The interior amenities within an affordable condominium unit may differ from the interior amenities in a market rate unit, and may be required to include EPA II wood stoves, energy efficient amenities, and other cost-efficient amenities as provided in the housing mitigation agreement.

2. Multi-Family Units.

a. A project consisting of the development of fewer than fifteen (15) duplexes, triplexes or other form of multi-family project not developed as a condominium or planned development project, where with the exception of one owner-occupied unit all other units will be leased as rental units, shall be exempt from the requirements of this chapter. The project must be deed-restricted to prevent the conversion to condominiums to be subject to the provisions of this section, or will otherwise be subject to section 15.40.050.B.i., above.

b. A project consisting of the development of fifteen (15) or more duplexes, triplexes or other multi-family project not developed as a condominium project or planned development, where with the exception of one owner-occupied unit all units will be leased as rental units, shall construct or provide an on-site manager's unit for the use of managers or other employees of the project, or provide an affordable unit, for every fifteen (15) units developed and shall pay a fee in lieu of providing a fractional inclusionary unit where each unit is determined to have a fractional value of 1/15th of an affordable multi-family unit multiplied by the location factor. Each affordable unit required to be constructed pursuant to this section shall be affordable to persons earning 80% or less of the AMI. The project must be deed-restricted to prevent the conversion to condominiums to be subject to the provisions of this section, or will otherwise be subject to section 15.40.050.B.i., above.

15.40.060 Alternatives

The County will consider and may approve alternative mitigation proposals in those circumstances where it can be demonstrated by the developer that the alternative proposal meets the purpose of this chapter and provides a greater housing benefit to the community than would otherwise be attained through building affordable dwelling units or the payment of fees in accordance with this Chapter. Developers may submit an alternative plan with the designated processing fee to the Community Development Department. Initial approval of such an alternative proposal will be made by the Community Development Department and thereafter approved by the Planning Commission, and will be subject to final review and approval by the Board of Supervisors. Alternatives that will be considered include, but are not limited to, land dedication, off-site housing, conversion of existing housing, and payment of in lieu fees.

15.40.70 Single Family Residence Housing Mitigation Fees.

Developers of Single Family residences shall pay a Housing Mitigation Fee in an amount set forth in Table X based on the square footage of the single family dwelling, the FTEE factor, building cost, and location factor. The first twenty-three hundred and ninety-nine (2399) square feet shall be exempt from this requirement. This fee shall be paid prior to the issuance of a building permit. The gross floor area of any attached garage and/or any attached or detached secondary housing unit shall not be included in the calculation of square footage for the purposes of this section.

15.40.80 Developer Incentives.

A. A developer may apply for incentives from the County to assist the developer in meeting the requirements of this Chapter. The grant of any incentive(s) by the County to a developer is discretionary and nothing in this Chapter shall establish, directly or through implication, a right of a developer to receive any assistance or incentive from the County. In granting incentives the County may require the demonstration of exceptional circumstances that necessitate assistance from the County, as well as documentation of how such incentives will increase the feasibility of providing affordable housing. The following incentives will be considered by the County:

1. Density Bonus. A density bonus incentive pursuant to the California Density Bonus Law will be provided for any project that meets the criteria set forth in Government Code section 65915, as that section may be amended or replaced from time to time. The County may consider an additional density bonus upon request of the developer when such request can be accommodated within the parameters of the Mono County General Plan or any applicable specific plan.
2. Fee Waiver or Deferral. The payment of County fees required under this Chapter may be deferred until the certificate of occupancy is issued. Further, a developer may apply for a fee reduction or waiver when the developer can

demonstrate that substantial evidence exists that a waiver or reduction of any fee is necessary to allow the developer to meet the requirements of this section, and/or when a developer proposes to substantially exceed the requirements of this Chapter. A developer of a residential subdivision who builds affordable units in amounts that exceed the requirements of this Chapter may apply for a waiver of assessments for any applicable County maintained road maintenance and snow removal services that would otherwise be required.

3. Reduced Site Development Standards. A developer may propose, and the County may consider, a reduction in site development standards including a reduction in setback, lot coverage, and square footage requirements; a reduction in parking requirements; a modification of the requirement that all utility lines must be placed underground; and reduction of open space requirements. To be eligible for such reduced development standards, the developer must provide substantial evidence that the reductions are necessary to allow the developer to meet or exceed the requirements of this Chapter, and that the reduced requirements will meet all applicable health, safety, snow storage and drainage requirements and will further the purpose of this Chapter.

15.40.90 Exempt Projects.

A. In addition to any projects deemed exempt as provided elsewhere in this Chapter, the following projects are exempt from the provisions of this Chapter:

1. Multi-family units that will be rented to permanent residents of Mono County or persons employed within Mono County, and that provide at least twenty-five percent (25%) of the available units to persons falling within the HUD affordable housing guidelines. To be eligible for this exemption the project must be deed-restricted to prevent the conversion of the multi-family units into condominiums and to ensure that the affordable units remain within the affordable housing guidelines.
2. Residential development for agriculture workers.
3. Mobile Home Park development.
4. Any building that is replaced or repaired as a result of fire or other catastrophic damage or loss so long as the square footage is not increased.
5. Any development that is being developed as an affordable housing project as defined by state law.

15.40.100 Procedure.

Housing Mitigation Agreement. The developer, the holder of any deed of trust or other lien holder on the property, and the Community Development Director or his or her designee shall execute a Housing Mitigation Agreement prior to the recordation of the parcel map or subdivision map, in the case of subdivisions, and prior to the issuance of building permits in the case of all other development. The Developer's entry into the Housing Mitigation Agreement shall be a condition of approval for any tentative parcel or final map. The executed Housing Mitigation Agreement shall be recorded by the county recorder at the time of the recording of any final or parcel map or at the time of the issuance of any building permit. The Housing Mitigation Agreement shall include, but not be limited to, the following:

1. A complete description of the development project;
2. The specific method of compliance with the requirements of this Chapter;
3. Any such matters as may be determined appropriate by the developer and/or the County.

15.40.110 Occupancy and Availability of Affordable Units

The occupancy and continuing availability of inclusionary units shall be provided for in the following manner:

A. For Sale Inclusionary Units. Inclusionary units that will be for sale shall be subject to the following conditions and restrictions:

1. Eligible Participants. Only full-time Mono County residents or employees working within Mono County meeting eligibility requirements specified by the Board of Supervisors by resolution shall be eligible to purchase affordable units.
2. Restrictions on Use and Resale. The affordable housing units developed pursuant to this Chapter shall be subject to resale restrictions, deed restrictions, and other requirements specified by the Board of Supervisors by resolution.
3. Sales Price and Transfer. The initial maximum purchase price shall be set by the Community Development Director. Restrictions will run with the property and be observed by subsequent owners.
4. Restriction on Use of Unit. The unit must be occupied by the owner of the unit as their primary residence and may not be leased or

rented without the express approval of the Community Development Director or his designee; or, if the unit is administered by the Mono County Housing Authority, by that entity. A secondary housing unit developed as a requirement pursuant to this Chapter may be rented in an amount determined by the affordable housing guidelines as defined by state law or the Mono County Housing Authority.

5. Term of Restrictions. The restrictions set forth in this section shall remain in effect in perpetuity.

6. Covenants, Conditions, and Restrictions. Any Covenants, Conditions, and Restrictions ("C, C & Rs") required for approval of any subdivision shall include all of the requirements of this Chapter and shall be recorded. Additional Conditions that may be required include provisions that the owner of an affordable unit must pay all property taxes in a timely manner, may not refinance the unit without the express written approval of the Community Development Director and only when any deed of trust is subordinate to the CC&Rs, that the owner must maintain the property in good condition, and comply with all local land use requirements. The CC&Rs shall provide, in addition to any other enforcement remedies, that they may be enforced by the County at the County's sole discretion as to any condition imposed by the County.

15.40.120 Serial or Sequential Development Prohibited.

Developers may not avoid the requirements of this Chapter by developing projects in a serial or sequential manner. Development of property owned by a developer or his or her successor in interest that is contiguous to any other development subject to this chapter shall be deemed to be one single project for the purposes of this Chapter when the subsequent development occurs within five (5) years of any prior development and when the combined development becomes subject to the requirements of this Chapter.

15.40.130 Enforcement.

A. The Community Development Department/Mono County Housing Authority shall be responsible for monitoring and enforcing the provisions of this Chapter. Any violation of this Chapter may be enforced in any manner permissible by law and shall constitute a violation of the Mono County Code and may be enforced as provided in Section 1.04.060 and Chapter 1.12 of the Mono County Code.

B. Owners and occupants of property subject to the restrictions and requirements of this Chapter shall permit County employees to inspect the property upon two business days advance written notice. Owners of property subject to the restrictions pursuant to this Chapter shall retain all records related to compliance with the obligations and restrictions of this Chapter, the Housing Mitigation Agreement and/or the C, C&Rs for a

period not less than five years, and shall make such records available to County employees for inspection and copying upon five business days advance written notice.

15.40.140 Annual Review

The provisions of this Chapter, the Affordable Housing Guidelines, and any resolutions adopted to further the purposes of this Chapter shall be reviewed annually by the Mono County Housing Authority and the Community Development Director or his or her designee, and an annual report and accounting shall be provided to the Board of Supervisors evaluating the policies set forth in this Chapter and their effects.

15.40.150 Appeal, Waiver, and Adjustment

A developer of any project subject to the requirements of this Chapter may appeal to the Board of Supervisors for a reduction, waiver, or adjustment of any of the provisions or requirements contained in this Chapter. Any such appeal shall be based upon the absence of any reasonable relationship or nexus between the impact of the development and either the inclusionary requirement or the amount of the fee charged. Based on substantial evidence, and a finding of good cause, the Board of Supervisors may adjust or waive any provision or requirement contained in this Chapter.

Any appeal must be in writing and filed with the County Clerk/Recorder and served on the Community Development Director not later than ten (10) days before the first public hearing on any discretionary approval or permit for the development, or if no discretionary permit is required, or if the action complained of occurs after the first public hearing on such permit or approval, then the appeal shall be filed within ten (10) days after payment of the fees objected to. The appeal shall set forth in detail the factual and legal basis for the claim of waiver, reduction, or adjustment. The Board of Supervisors shall consider the appeal within sixty (60) days after the filing of the appeal. The appellant shall bear the burden of producing substantial evidence to support the appeal, which shall include providing comparable technical information to support appellant's position. The decision of the Board of Supervisors shall be final.

15.40.160 Severability

The provisions of this Chapter are intended to be severable, and in the event any provision or requirement provided for under this Chapter is determined to be invalid or unenforceable, the remainder of the Chapter shall remain in effect.

Table X

Large Single Family Fee - Based on House Size

Fee = (House Size - 2399) x 1.00625 (FTEE Factor) exponentially raised by the House Size/1000 x Bldg Cost x Location Factor

<u>Example Size</u>	<u>FEE</u>
Up to 2400 sf	\$0
2500 sf	\$314
3000 sf	\$2,245
4000 sf	\$8,000
5000 sf	\$16,296
6000 sf	\$27,159
7000 sf	\$56,678
8000 sf	\$60,726
9000 sf	\$75,384
10000 sf	\$96,752

(Housing Ordinance Calculator to be used to determine fee.)

Table Y

<u>Required Family Units</u>	<u>Type Required (minimum size)</u>
1	1 - 1200 sf, 2BR @120% AMI
2	1 - 1200 sf, 2BR @120% AMI 1 - 1200 sf, 3BR @100% AMI
3	1 - 1200 sf, 2BR @120% AMI 1 - 1200 sf, 3BR @100% AMI 1 - 1200 sf, 3BR @ 80% AMI
4	1 - 1200 sf, 2BR @120% AMI 1 - 1200 sf, 3BR @100% AMI 1 - 1200 sf, 3BR @ 80% AMI 1 - 1500 sf, 3BR @150% AMI
5	1 - 1200 sf, 2BR @120% AMI 1 - 1200 sf, 3BR @100% AMI 1 - 1200 sf, 3BR @ 80% AMI 1 - 1500 sf, 3BR @150% AMI 1 - 1800 sf, 3BR @200% AMI
6	1 - 1200 sf, 2BR @120% AMI 1 - 1200 sf, 3BR @100% AMI 1 - 1200 sf, 3BR @ 80% AMI 1 - 1500 sf, 3BR @150% AMI 1 - 1800 sf, 3BR @200% AMI 1 - 1500 sf, 4BR @120% AMI
7	1 - 1200 sf, 2BR @120% AMI 1 - 1200 sf, 3BR @100% AMI 1 - 1200 sf, 3BR @ 80% AMI 1 - 1500 sf, 3BR @150% AMI 1 - 1800 sf, 3BR @200% AMI 1 - 1500 sf, 4BR @120% AMI 1 - 1500 sf, 4BR @100% AMI
8	1 - 1200 sf, 2BR @120% AMI 1 - 1200 sf, 3BR @100% AMI 1 - 1200 sf, 3BR @ 80% AMI 1 - 1500 sf, 3BR @150% AMI 1 - 1800 sf, 3BR @200% AMI 1 - 1500 sf, 4BR @120% AMI 1 - 1500 sf, 4BR @100% AMI

- 1 - 1500 sf, 4BR @ 80% AMI
- 9
- 2 - 1200 sf, 2BR @120% AMI
 - 1 - 1200 sf, 3BR @100% AMI
 - 1 - 1200 sf, 3BR @ 80% AMI
 - 1 - 1500 sf, 3BR @150% AMI
 - 1 - 1800 sf, 3BR @200% AMI
 - 1 - 1500 sf, 4BR @120% AMI
 - 1 - 1500 sf, 4BR @100% AMI
 - 1 - 1500 sf, 4BR @ 80% AMI
- 10
- 2 - 1200 sf, 2BR @120% AMI
 - 2 - 1200 sf, 3BR @100% AMI
 - 1 - 1200 sf, 3BR @ 80% AMI
 - 1 - 1500 sf, 3BR @150% AMI
 - 1 - 1800 sf, 3BR @200% AMI
 - 1 - 1500 sf, 4BR @120% AMI
 - 1 - 1500 sf, 4BR @100% AMI
 - 1 - 1500 sf, 4BR @ 80% AMI
- 11
- 2 - 1200 sf, 2BR @120% AMI
 - 2 - 1200 sf, 3BR @100% AMI
 - 2 - 1200 sf, 3BR @ 80% AMI
 - 1 - 1500 sf, 3BR @150% AMI
 - 1 - 1800 sf, 3BR @200% AMI
 - 1 - 1500 sf, 4BR @120% AMI
 - 1 - 1500 sf, 4BR @100% AMI
 - 1 - 1500 sf, 4BR @ 80% AMI
- 12
- 2 - 1200 sf, 2BR @120% AMI
 - 2 - 1200 sf, 3BR @100% AMI
 - 2 - 1200 sf, 3BR @ 80% AMI
 - 2 - 1500 sf, 3BR @150% AMI
 - 1 - 1800 sf, 3BR @200% AMI
 - 1 - 1500 sf, 4BR @120% AMI
 - 1 - 1500 sf, 4BR @100% AMI
 - 1 - 1500 sf, 4BR @ 80% AMI
- 13
- 2 - 1200 sf, 2BR @120% AMI
 - 2 - 1200 sf, 3BR @100% AMI
 - 2 - 1200 sf, 3BR @ 80% AMI
 - 2 - 1500 sf, 3BR @150% AMI
 - 2 - 1800 sf, 3BR @200% AMI
 - 1 - 1500 sf, 4BR @120% AMI
 - 1 - 1500 sf, 4BR @100% AMI
 - 1 - 1500 sf, 4BR @ 80% AMI

14 2 - 1200 sf, 2BR @120% AMI
 2 - 1200 sf, 3BR @100% AMI
 2 - 1200 sf, 3BR @ 80% AMI
 2 - 1500 sf, 3BR @150% AMI
 2 - 1800 sf, 3BR @200% AMI
 2 - 1500 sf, 4BR @120% AMI
 1 - 1500 sf, 4BR @100% AMI
 1 - 1500 sf, 4BR @ 80% AMI

15 2 - 1200 sf, 2BR @120% AMI
 2 - 1200 sf, 3BR @100% AMI
 2 - 1200 sf, 3BR @ 80% AMI
 2 - 1500 sf, 3BR @150% AMI
 2 - 1800 sf, 3BR @200% AMI
 2 - 1500 sf, 4BR @120% AMI
 2 - 1500 sf, 4BR @100% AMI
 1 - 1500 sf, 4BR @ 80% AMI

16 2 - 1200 sf, 2BR @120% AMI
 2 - 1200 sf, 3BR @100% AMI
 2 - 1200 sf, 3BR @ 80% AMI
 2 - 1500 sf, 3BR @150% AMI
 2 - 1800 sf, 3BR @200% AMI
 2 - 1500 sf, 4BR @120% AMI
 2 - 1500 sf, 4BR @100% AMI
 2 - 1500 sf, 4BR @ 80% AMI

17 3 - 1200 sf, 2BR @120% AMI
 2 - 1200 sf, 3BR @100% AMI
 2 - 1200 sf, 3BR @ 80% AMI
 2 - 1500 sf, 3BR @150% AMI
 2 - 1800 sf, 3BR @200% AMI
 2 - 1500 sf, 4BR @120% AMI
 2 - 1500 sf, 4BR @100% AMI
 2 - 1500 sf, 4BR @ 80% AMI

Additional requirement to be determined on a similar basis.

Table Z (applies to non-residential projects)

<u>Use</u>	<u>FTEE Generation Rate</u>
Visitor Accommodations (includes motels, hotels, fractional ownerships, and other visitor accommodations except condominiums)	0.2 / sleeping area
Commercial (includes retail, office, restaurant, etc.)	0.5 / 1000 sf
Industrial / Service Commercial	0.4 / 1000 sf
Storage / Warehouse	0.2 / 1000 sf
Other	Determined by Community Development Director

**MONO COUNTY
GENERAL PLAN HOUSING ELEMENT
FINAL ENVIRONMENTAL IMPACT REPORT (FEIR)**

SCH # 98122016

**ADDENDUM #2
HOUSING ORDINANCE TITLE 15**

MAY 2006

Prepared by:

**Mono County Community Development Department
P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800, (760) 924-1801 fax**

I. INTRODUCTION

The proposed project (proposed Housing Ordinance Title 15 of the Mono County Code) is part of the implementation program outlined in the Mono County Housing Element, which calls for development of implementing devices such as ordinances and other similar housing related or promulgation measures. The Housing Ordinance applies countywide to the unincorporated area of Mono County, California. Following its adoption, the Housing Ordinance will help guide the development of affordable work force housing in new development projects throughout the county.

An addendum to the Mono County General Plan Land Use Amendments Final Environmental Impact Report (FEIR) is proposed for this project as allowed by Section 15164 (a) of the CEQA Guidelines:

- (a) "The Lead Agency or responsible agency shall prepare an addendum to a previously certified EIR if some changes or additions are necessary but none of the conditions described in Section 15162 calling for preparation of a subsequent EIR have occurred."

The Mono County General Plan Land Use Amendments FEIR was previously certified on November 14, 2000 (Board of Supervisors Resolution 00-82).

II. PROJECT DESCRIPTION

The proposed ordinance will require developers of land to mitigate the impact of development projects on the availability of workforce and affordable housing, either directly or through the payment of fees, dedication of land, or similar means, necessary to offset the impact of the development which has resulted in a decrease of land available for workforce housing, and for persons with low and moderate levels of income, a demonstrative increase in the price of housing, and an increase in the need for workers within the county. Despite the availability of state and county incentives, there has been little or no market development of residential housing affordable to households earning very low, low, moderate, and even upper-moderate income levels and no other reasonable means to meet this need for workforce and affordable housing are available.

A requirement that new development mitigate these impacts by the development of affordable housing units, the payment of fees, or similar means is reasonable and necessary to improve the health, safety and general welfare of the citizens of Mono County. Recognizing that different regions within the county experience separate and distinct needs for affordable housing, different mitigation requirements will apply to most appropriately address the needs of the different communities. These mitigation conditions will not result in a negative impact on the overall development of housing or impose a barrier that will prevent persons with lower and moderate levels of income from purchasing housing. Moreover, the ordinance neither imposes nor requires changes in the land use designations or densities in any area of the county.

The ordinance has four main components as follows:

- Non-residential project developers will be required to mitigate housing effects of their projects based on the number of Full-Time Equivalent Employees created. Non-residential projects include visitor accommodations, commercial, industrial/service commercial, and storage/warehousing;
- Single-family project developers will be required to mitigate housing effects of their projects based on the number of lots proposed in the development. The affordable housing units generated will generally be required to be constructed within the proposed development as inclusionary housing.
 - Multi-family and condominium project developers will be required to mitigate housing effects of their projects based on the number of units proposed in the development. The affordable housing units generated will generally be required to be constructed within the proposed development as inclusionary housing.

- Proposed large single-family homes (2400 sf or larger) will pay an exponentially increasing fee based on the exponentially increasing number of employees generated by larger homes.

III. IMPACT ANALYSIS

The proposed housing implementation ordinance will not result in additional potential adverse environmental impacts beyond those already analyzed in the Final Environmental Impact Report (FEIR) for the existing Housing Element and Land Use Element of the Mono County General Plan. This determination is based on the following findings:

- The proposed ordinance is consistent with the Mono County Land Use Element and Housing Element. Future housing development will occur in the areas identified for residential development in the Land Use Element and at the densities identified in the Land Use Element, all consistent with the Housing Element.
- The overall build-out figures for residential development have not changed from the levels identified in the Land Use Element.
- Proposed housing implementation requirements of the ordinance are consistent with the existing Housing Element.
- Due to the small-scale nature of much of the housing development in Mono County, large-scale expansion of public and private services is not needed as a result of housing ordinance implementation. Large-scale projects will require further review in compliance with CEQA.
- No changes are proposed in Housing Element demographic, economic, and housing data due to the housing ordinance and the Mono County Master Environmental Assessment (MEA), that forms the setting for the General Plan EIRs, will not be affected.

DECISION NOT TO PREPARE A SUBSEQUENT EIR

The CEQA Guidelines require the preparation of a subsequent EIR if one or more of several conditions are met; an addendum is required if none of the conditions requiring a subsequent EIR has occurred but minor changes are necessary to the original EIR. The decision not to prepare a subsequent EIR for the amendment of the Mono County Housing Element was based on an analysis of the conditions requiring a subsequent EIR and the determination that none of those conditions applied to the amendment of the Housing Element; i.e.,

- (1) There are no substantial changes in the proposed Housing Element that will require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.
- (2) There are no substantial changes with respect to the circumstances under which the project is undertaken that will require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.
- (3) There is no new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified, that shows any of the following:
 - (A) The project will have one or more significant effects not discussed in the previous EIR; or

- (B) Significant effects previously examined will be substantially more severe than shown in the previous EIR;
or
- (C) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible and would substantially reduce one or more significant effects of the project, but the project proponents decline to adopt the mitigation measure or alternative; or
- (D) Mitigation measures or alternatives that are considerably different from those analyzed in the previous EIR would substantially reduce one or more significant effects on the environment, but the project proponents decline to adopt the mitigation measure or alternative.



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Finance, CAO, County Counsel

TIME REQUIRED 45 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD** Janet Dutcher

SUBJECT Commercial Cannabis Tax Ordinance

AGENDA DESCRIPTION:

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

Ordinance Adding Chapter 3.30 (Cannabis Business Tax) to Title 3 of the Mono County Code Subject to Voter Approval and Enactment Pursuant to Elections Code Section 9104 and Article XIIC of the California Constitution.

RECOMMENDED ACTION:

1. Introduce, read title, and waive further reading of proposed ordinance. 2. Direct staff to reagendaize the ordinance for adoption at the Board's next regularly-scheduled meeting (March 6, 2018). 3. Direct staff to prepare a resolution calling an election to submit the ordinance to the voters and consolidating that election with a regularly-scheduled statewide election as directed by the Board. (Adoption of the ordinance will require a 4/5ths vote.)

FISCAL IMPACT:

The amount of tax revenue is uncertain because the number of permitted businesses, the size of each cultivator and the amount of gross receipts generated by each business is largely unknown. Based on inquiries of potential cannabis related businesses in Mono County, we estimate tax revenue to range from \$142,840 to \$886,700 depending on the number of permits issued, the tax method employed and the tax rate adopted.

CONTACT NAME: Janet Dutcher

PHONE/EMAIL: 760.932.5494 / jdutcher@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff report
<input type="checkbox"/> Proposed Ordinance

History

Time	Who	Approval
2/15/2018 4:50 AM	County Administrative Office	Yes
2/15/2018 12:15 PM	County Counsel	Yes
2/15/2018 1:53 PM	Finance	Yes



DEPARTMENT OF FINANCE AUDITOR-CONTROLLER COUNTY OF MONO

Stephanie M. Butters
Assistant Finance Director
Auditor-Controller

Janet Dutcher, CPA, CGFM
Director of Finance

P.O. Box 556
Bridgeport, California 93517
(760) 932-5490
Fax (760) 932-5491

Date: February 20, 2018
To: Honorable Board of Supervisors
From: Janet Dutcher, Finance Director
Subject: Commercial Cannabis Tax Ordinance

Action Requested:

1. Introduce, read title, and waive further reading of proposed ordinance.
2. Direct staff to re-agendize the ordinance for adoption at the Board's next regularly scheduled meeting (March 6, 2018).
3. Direct staff to prepare a resolution calling an election to submit the ordinance to the voters and consolidating that election with a regularly-scheduled statewide election as directed by the Board.

(Adoption of the ordinance will require a 4/5ths vote.)

Discussion:

On February 13, 2018, your Board gave direction to staff to move forward with an ordinance to place a commercial cannabis tax measure on the ballot. The ordinance has been updated to reflect tax policy decisions your Board made on February 7 and 13, including:

- A general tax containing no restriction on its appropriation and available for any general governmental purpose.
- The tax applies to the unincorporated area in Mono County and excludes commercial cannabis activities occurring within the jurisdictional limits of the Town of Mammoth Lakes.
- The method of taxing cultivators is a dollar value per square footage of canopy.
- The method of taxing non-cultivators is a percentage of gross receipts.

The table below summarizes the initial and maximum rates by license type.

LICENSE TYPE	METHOD OF TAXATION	INITIAL RATE	MAXIMUM RATE
Cultivator: indoor, artificial lighting	Per square foot of canopy	\$2.00	\$3.00
Cultivator: indoor, mixed lighting		\$1.50	\$2.50
Cultivator: outdoor, natural lighting		\$0.50	\$1.50
Cultivator: nursery		\$0.50	\$1.00
Testing laboratory	Gross receipts	1%	4%
Retailer		4%	8%
Distribution		2%	4%
Manufacturing		2.5%	4%

Next Steps:

1. Schedule adoption of the ordinance for the March 6th Board meeting.
2. Determine timing of ballot measure before the voters: June or November.
3. Adopt a resolution to set an election to impose a general tax on commercial cannabis businesses.
4. Submit approved ordinance and resolution to the Clerk.

Fiscal Impact:

The amount of tax revenue is uncertain because the number of permitted businesses, the size of each cultivator and the amount of gross receipts generated by each business is largely unknown. Based on inquiries of potential cannabis related businesses in Mono County, we estimate tax revenue to range from \$142,840 to \$886,700, depending on the number of permits issued, the tax method employed and the tax rate adopted.



ORDINANCE NO. _____

**AN ORDINANCE OF THE COUNTY OF MONO,
CALIFORNIA ADDING CHAPTER 3.30 (CANNABIS
BUSINESS TAX) TO TITLE 3 OF THE MONO COUNTY
CODE SUBJECT TO VOTER APPROVAL AND
ENACTMENT PURSUANT TO ELECTIONS CODE
SECTION 9104 AND ARTICLE XIIC OF THE
CALIFORNIA CONSTITUTION**

**NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF
MONO ORDAINS that:**

SECTION 1. CODE AMENDMENT. Subject to voter approval and enactment of this ordinance pursuant to Elections Code Section 9104 and Article XIIC of the California Constitution, Chapter 3.30 of Title 3 shall be added to the Mono County Code to read as follows:

**CHAPTER 3.30
CANNABIS BUSINESS TAX**

Sections:

- 3.30.010 Title.
- 3.30.020 Authority and Purpose.
- 3.30.030 Intent.
- 3.30.040 Definitions.
- 3.30.050 Tax imposed.
- 3.30.060 Reporting and remittance of tax.
- 3.30.070 Payments and communications –timely remittance.
- 3.30.080 Payment – when taxes deemed delinquent.
- 3.30.090 Notice not required by County.
- 3.30.100 Penalties and interest.
- 3.30.110 Refunds and credits.
- 3.30.120 Refunds and procedures.
- 3.30.130 Personal cultivation not taxed.
- 3.30.140 Administration of the tax.
- 3.30.150 Appeal procedure.
- 3.30.160 Enforcement –action to collect.
- 3.30.170 Apportionment.
- 3.30.180 Constitutionality and legality.
- 3.30.190 Audit and examination of premises and records.
- 3.30.200 Other licenses, permits, taxes or charges.

- 3.30.210 Payment of tax does not authorize unlawful business.
- 3.30.220 Deficiency determinations.
- 3.30.230 Failure to report – nonpayment, fraud.
- 3.30.240 Tax assessment –notice requirements.
- 3.30.250 Tax assessment – hearing, application, and determination.
- 3.30.260 Relief from taxes-disaster relief.
- 3.30.270 Conviction for violation – taxes not waived.
- 3.30.280 Violation deemed misdemeanor.
- 3.30.290 Severability.
- 3.30.300 Remedies cumulative.
- 3.30.310 Amendment or repeal.

3.30.010 Title.

This ordinance shall be known as the Cannabis Business Tax Ordinance.

3.30.020 Authority and Purpose.

The purpose of this Ordinance is to adopt a tax, for revenue purposes, pursuant to Sections 37101 and 37100.5 of the California Government Code, upon Cannabis Businesses that engage in business in the County. The Cannabis Business Tax is levied based upon business gross receipts and square footage of plant canopy. It is not a sales and use tax, a tax upon income, or a tax upon real property.

The Cannabis Business Tax is a general tax enacted solely for general governmental purposes of the County and not for specific purposes. All of the proceeds from the tax imposed by this Chapter shall be placed in the County's general fund and be available for any legal County purpose.

3.30.030 Intent.

The intent of this Ordinance is to levy a tax on all Cannabis Businesses that operate in the County, regardless of whether such business would have been legal at the time this Ordinance was adopted. Nothing in this Ordinance shall be interpreted to authorize or permit any business activity that would not otherwise be legal or permissible under laws applicable to the activity at the time the activity is undertaken.

3.30.040 Definitions.

The following words and phrases shall have the meanings set forth below when used in this Chapter:

A. “Business” shall include all activities engaged in or caused to be engaged in within the unincorporated area of the County, including any commercial or industrial enterprise, trade, profession, occupation, vocation, calling, or livelihood, whether or not carried on for gain or profit, but shall not include the services rendered by an employee to his or her employer.

B. “Cannabis” means all parts of the plant *Cannabis sativa* Linnaeus, *Cannabis indica*, or *Cannabis ruderalis*, whether growing or not; the seeds thereof; the resin, whether crude or purified, extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture, or preparation of the plant, its seeds, or resin. “Cannabis” also means the separated resin, whether crude or purified, obtained from cannabis. “Cannabis” also means marijuana as defined by Section 11018 of the California Health and Safety Code and is not limited to medical cannabis.

C. “Cannabis product” means raw cannabis that has undergone a process whereby the raw agricultural product has been transformed into a concentrate, an edible product, or a topical product. “Cannabis product” also means marijuana products as defined by Section 11018.1 of the California Health and Safety Code and is not limited to medical cannabis products.

D. “Canopy” means all areas occupied by any portion of a cannabis plant whether contiguous or noncontiguous on any one site. When plants occupy multiple horizontal planes (as when plants are placed on shelving above other plants) each plane shall be counted as a separate canopy area.

E. “Cannabis business” means any business activity involving cannabis, including but not limited to cultivating, transporting, distributing, manufacturing, compounding, converting, processing, preparing, storing, packaging, delivering, testing, dispensing, retailing and wholesaling of cannabis, of cannabis products or of ancillary products and accessories, whether or not carried on for gain or profit.

F. “Cannabis business tax” or “business tax,” means the tax due pursuant to this Chapter for engaging in cannabis business in the unincorporated area of the County.

G. “Commercial cannabis cultivation” means cultivation in the course of conducting a cannabis business.

H. “County permit” means a permit issued by the County to a person to authorize that person to operate or engage in a cannabis business.

I. “Cultivation” means any activity involving the planting, growing, harvesting, drying, curing, grading, or trimming of cannabis and includes, but is not limited to, the operation of a nursery.

J. “Employee” means each and every person engaged in the operation or conduct of any business, whether as owner, member of the owner's family, partner, associate, agent, manager or solicitor, and each and every other person employed or working in such business for a wage, salary, commission, barter or any other form of compensation.

K. “Engaged in business as a cannabis business” means the commencing, conducting, operating, managing or carrying on of a cannabis business, whether done as owner,

or by means of an officer, agent, manager, employee, or otherwise, whether operating from a fixed location in the unincorporated area of the County or coming into the unincorporated area of the County from an outside location to engage in such activities. A person shall be deemed engaged in business within the unincorporated area of the County if:

1. Such person or person's employee maintains a fixed place of business within the unincorporated area of the County for the benefit or partial benefit of such person;
2. Such person or person's employee owns or leases real property within the unincorporated area of the County for business purposes;
3. Such person or person's employee regularly maintains a stock of tangible personal property in the unincorporated area of the County for sale in the ordinary course of business;
4. Such person or person's employee regularly conducts solicitation of business within the unincorporated area of the County; or
5. Such person or person's employee performs work or renders services in the unincorporated area of the County.

The foregoing specified activities shall not be a limitation on the meaning of "engaged in business."

L. "Evidence of doing business" means evidence such as, without limitation, use of signs, circulars, cards or any other advertising media, including the use of internet or telephone solicitation, or representation to a government agency or to the public that such person is engaged in a cannabis business in the unincorporated area of the County.

M. "Fiscal year" means July 1 through June 30 of the following calendar year.

N. "Gross Receipts," except as otherwise specifically provided, means, whether designated a sales price, royalty, rent, commission, dividend, or other designation, the total amount (including all receipts, cash, credits and property of any kind or nature) received or payable for sales of goods, wares or merchandise or for the performance of any act or service of any nature for which a charge is made or credit allowed (whether such service, act or employment is done as part of or in connection with the sale of goods, wares, merchandise or not), without any deduction therefrom on account of the cost of the property sold, the cost of materials used, labor or service costs, interest paid or payable, losses or any other expense whatsoever. However, the following shall be excluded from Gross Receipts:

1. Cash discounts where allowed and taken on sales;
2. Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

3. Such part of the sale price of any property returned by purchasers to the seller as refunded by the seller by way of cash or credit allowances or return of refundable deposits previously included in gross receipts;

4. Receipts derived from the occasional sale of used, obsolete or surplus trade fixtures, machinery or other equipment used by the taxpayer in the regular course of the taxpayer's business;

5. Cash value of sales, trades or transactions between departments or units of the same business;

6. Whenever there are included within the gross receipts amounts which reflect sales for which credit is extended and such amount proved uncollectible in a subsequent year, those amounts may be excluded from the gross receipts in the year they prove to be uncollectible; provided, however, if the whole or portion of such amounts excluded as uncollectible are subsequently collected they shall be included in the amount of gross receipts for the period when they are recovered;

7. Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded when in excess of one dollar;

8. Amounts collected for others where the business is acting as an agent or trustee and to the extent that such amounts are paid to those for whom collected. These agents or trustees must provide the finance department with the names and the addresses of the others and the amounts paid to them. This exclusion shall not apply to any fees, percentages, or other payments retained by the agent or trustees.

O. "Lighting" means a source of light that is primarily used for promoting the biological process of plant growth. Lighting does not include sources of light that primarily exist for the safety or convenience of staff or visitors to the facility, such as emergency lighting, walkway lighting, or light admitted via small skylights, windows or ventilation openings.

P. "Nursery" means a facility or part of a facility that is used only for producing clones, immature plants, seeds, and other agricultural products used specifically for the planting, propagation, and cultivation of cannabis.

Q. "Person" means an individual, firm, partnership, joint venture, association, corporation, limited liability company, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit, whether organized as a nonprofit or for-profit entity, and includes the plural as well as the singular number.

R. "Sale" means and includes any sale, exchange, or barter.

S. "State" means the State of California.

T. “State license,” “license,” or “registration” means a state license issued pursuant to California Business & Professions Code Sections 19300, *et seq.* or other applicable state law.

U. “Tax Administrator” means the Finance Director of the County of Mono or his or her designee.

V. “Testing Laboratory” means a cannabis business that (i) offers or performs tests of cannabis or cannabis products, (ii) offers no service other than such tests, (iii) sells no products, excepting only testing supplies and materials, (iv) is accredited by an accrediting body that is independent from all other persons involved in the cannabis industry in the state and (v) is registered with the State Department of Public Health.

3.30.050 Tax imposed.

A. Beginning July 1, 2018, there is imposed upon each person who is engaged in business as a cannabis business a cannabis business tax regardless if the business has been issued a permit to operate lawfully in the unincorporated area of the County or is operating unlawfully.

B. The initial rate of the cannabis business tax shall be as follows:

1. For every person who is engaged in commercial cannabis cultivation in the unincorporated area of the County:
 - a. Two dollars (\$2.00) annually per square foot of canopy space in a facility that uses exclusively artificial lighting.
 - b. One dollar and fifty cents (\$1.50) annually per square foot of canopy space in a facility that uses a combination of natural and supplemental artificial lighting.
 - c. Fifty cents (\$.050) annually per square foot of canopy space in a facility that uses no artificial lighting.
 - d. Fifty cents (\$.50) annually per square foot of canopy space for any nursery.

For purposes of this subdivision (B), the square feet of canopy space for a business shall be rebuttably presumed to be the maximum square footage of canopy allowed by the business’s County permit for commercial cannabis cultivation, or, in the absence of a County permit, the square footage shall be the maximum square footage of canopy for commercial cannabis cultivation allowed by the state license type. Should a County permit be issued to a business which cultivates only for certain months of the year, the County shall prorate the tax as to sufficiently reflect the period in which cultivation is occurring at the business. In no case shall canopy square footage which is authorized by the County commercial cannabis permit but not utilized for cultivation be deducted for the purpose of determining the tax for cultivation, unless the Tax Administrator is informed in writing and authorizes such reduction for the purpose of

relief from the tax prior to the period for which the space will not be used, that such space will not be used.

2. For every person who engages in the operation of a testing laboratory: one percent (1%) of gross receipts.
 3. For every person who engages in the retail sales of cannabis as a retailer (dispensary) or non-store front retailer (delivery) or microbusiness (retail sales): Four percent (4%) of gross receipts.
 4. For every person who engages in a cannabis distribution business: two percent (2%) of gross receipts.
 5. For every person who engages in a cannabis manufacturing, processing, or microbusiness (non-retail), or any other type of cannabis business not described in Section (B) (1), (2), (3) or (4): Two and half percent (2.5%) of gross receipts.
- C. The County Board of Supervisors may, by resolution or ordinance, adjust the rate of the cannabis business tax. However, in no event may the County Board of Supervisors set any adjusted rate that exceeds the maximum rate calculated pursuant to Subdivision (D) of this Section for the date on which the adjusted rate will commence.
- D. The maximum rate shall be calculated as follows:
1. For every person who is engaged in commercial cannabis cultivation in the unincorporated area of the County:
 - a. Through June 30, 2021, the maximum rate shall be:
 - i. Three dollars (\$3.00) annually per square foot of canopy space in a facility that uses exclusively artificial lighting.
 - ii. Two dollars (\$2.50) annually per square foot of canopy space in a facility that uses a combination of natural and supplemental artificial lighting.
 - iii. One dollar (\$1.50) annually per square foot of canopy space in a facility that uses no artificial lighting.
 - iv. One dollar (\$1.00) annually per square foot of canopy space for any nursery.
 - b. On July 1, 2021 and on each July 1 thereafter, the maximum annual tax rate per square foot of each type of canopy space shall increase by the

percentage change between January of the calendar year prior to such increase and January of the calendar year of the increase in the Consumer Price Index (“CPI”) for all urban consumers in the Western Region as published by the United States Government Bureau of Labor Statistics. However, no CPI adjustment resulting in a decrease of any tax imposed by this subsection shall be made nor shall the total amount of the tax exceed the maximum rates set forth in this Subsection (D).

2. For every person who engages in the operation of a testing laboratory, the maximum tax rate shall not exceed two and a half percent (2.5%) of gross receipts.
3. For every person who engages in the retail sales of cannabis as a retailer (dispensary) or non-store front retailer (delivery business), or microbusiness (retail sales activity) the maximum tax rate shall not exceed eight percent (8%) of gross receipts.
4. For every person who engages in a cannabis distribution business, the maximum tax rate shall not exceed four percent (4%) of gross receipts.
5. For every person who engages in a cannabis manufacturing, processing, or microbusiness (non-retail activity) or any other type of cannabis business not described in Section (D) (1), (2), (3) or (4), the maximum tax rate shall not exceed four percent (4%) of gross receipts.

3.30.060 Reporting and remittance of tax.

A. The cannabis business tax imposed by this Chapter shall be paid, in arrears, on a quarterly basis. For commercial cannabis cultivation, the tax due for each calendar quarter shall be based on the square footage of the business’s canopy space during the quarter and the rate shall be 25% of the applicable annual rate. For all other cannabis businesses activities, the tax due for each calendar quarter shall be based on the gross receipts for the quarter.

B. Each person owing cannabis business tax for a calendar quarter shall, no later than the last day of the month following the close of the calendar quarter, file with the tax administrator a statement of the tax owed for that calendar quarter and the basis for calculating that tax. The Tax Administrator may require that the statement be submitted on a form prescribed by the Tax Administrator. The tax for each calendar quarter shall be due and payable on that same date as the statement for the calendar quarter is due.

C. Upon cessation of a cannabis business, tax statements and payments shall be immediately due for all calendar quarters up to the calendar quarter during which cessation occurred.

D. The Tax Administrator may, at his or her discretion, establish shorter report and payment periods for any taxpayer as the Tax Administrator deems necessary to ensure collection of the tax. The Tax Administrator may also require that a deposit, to be applied against the taxes

for a calendar quarter, be made by a taxpayer at the beginning of that calendar quarter. In no event shall the deposit required by the Tax Administrator exceed the tax amount he or she projects will be owed by the taxpayer for the calendar quarter. The Tax Administrator may require that a taxpayer make payments via a cashier's check, money order, wire transfer, or similar instrument.

E. For purposes of this section, the square feet of canopy space for a business shall be rebuttably presumed to be no less than the maximum square footage of canopy allowed by the business's County permit for commercial cannabis cultivation, or, in the absence of a County permit, the square footage shall be the maximum square footage of canopy for commercial cannabis cultivation allowed by the state license type. In no case shall canopy square footage which is authorized by the permit or license but not utilized for cultivation be excluded from taxation unless the Tax Administrator is informed in writing, prior to the period for which the space will not be used, that such space will not be used.

3.30.070 Payments and communications – timely remittance.

Whenever any payment, statement, report, request or other communication is due, it must be received by the Tax Administrator on or before the final due date. A postmark will not be accepted as timely remittance. If the due date would fall on a Saturday, Sunday or a holiday, the due date shall be the next regular business day on which the County is open to the public.

3.30.080 Payment - when taxes deemed delinquent.

Unless otherwise specifically provided under other provisions of this Chapter, the taxes required to be paid pursuant to this Chapter shall be deemed delinquent if not received by the Tax Administrator on or before the due date as specified in Sections 3.30.060 and 3.30.070.

3.30.090 Notice not required by the County.

The County may as a courtesy send a tax notice to the business. However, the Tax Administrator is not required to send a notice of assessment pursuant to Section 3.30.240, a notice of delinquency pursuant to Section 3.30.220, or any other tax notice or bill to any person subject to the provisions of this Chapter. Failure to send any tax notice or bill shall not affect the validity of any tax or penalty due under the provisions of this Chapter.

3.30.100 Penalties and interest.

A. Any person who fails or refuses to pay any cannabis business tax required to be paid pursuant to this Chapter on or before the due date shall pay penalties and interest as follows:

1. A penalty equal to ten percent (10%) of the amount of the tax, in addition to the amount of the tax, plus interest on the unpaid tax calculated from the due date of the tax at the rate of one percent (1.0%) per month.

2. If the tax remains unpaid for a period exceeding one calendar month beyond the due date, an additional penalty equal to twenty-five percent (25%) of the amount of the tax, plus interest at the rate of one percent (1.0%) per month on the unpaid tax and on the unpaid penalties.

3. Interest shall be applied at the rate of one percent (1.0%) per month on the first day of the month for the full month and will continue to accrue monthly on the tax and penalty until the balance is paid in full.

B. Whenever a check or electronic payment is submitted in payment of a cannabis business tax and the payment is subsequently returned unpaid by the bank for any reason, the taxpayer will be liable for the tax amount due plus any fees, penalties and interest as provided for in this Section, and any other amount allowed under state law.

3.30.110 Refunds and credits.

A. No refund shall be made of any tax collected pursuant to this Chapter, except as provided in Section 3.30.120.

B. No refund of any tax collected pursuant to this Chapter shall be made because of the discontinuation, dissolution, or other termination of a business.

3.30.120 Refunds and procedures.

A. Whenever the amount of any cannabis business tax, penalty or interest has been overpaid, paid more than once, or has been erroneously collected or received by the County under this Chapter, it may be refunded to the claimant who paid the tax provided that a written claim for refund is filed with the Tax Administrator within one (1) year of the date the tax was originally due and payable.

B. The Tax Administrator, his or her designee or any other County officer charged with the administration of this Chapter shall have the right to examine and audit all the books and business records of the claimant in order to determine the eligibility of the claimant to the claimed refund. No claim for refund shall be allowed if the claimant refuses to allow such examination of claimant's books and business records after request by the Tax Administrator to do so.

C. In the event that the cannabis business tax was erroneously paid, and the error is attributable to the County, the County shall refund the amount of tax erroneously paid up to one (1) year from when the error was identified.

3.30.130 Personal Cultivation Not Taxed.

The provisions of this Chapter shall not apply to personal cannabis cultivation as defined in the "Medicinal and Adult Use Cannabis Regulation and Safety Act". This Chapter shall not apply to personal use of cannabis that is specifically exempted from state licensing requirements,

that meets the definition of personal use or equivalent terminology under state law, and for which the individual receives no compensation whatsoever related to that personal use.

3.30.140 Administration of the tax.

A. It shall be the duty of the Tax Administrator to collect the taxes, penalties, fees, and perform the duties required by this Chapter.

B. For purposes of administration and enforcement of this Chapter generally, the Tax Administrator may from time to time promulgate such administrative interpretations, rules, and procedures consistent with the purpose, intent, and express terms of this Chapter as he or she deems necessary to implement or clarify such provisions or aid in enforcement.

C. The Tax Administrator may take such administrative actions as needed to administer the tax, including but not limited to:

1. Provide to all cannabis business taxpayers forms for the reporting of the tax;
2. Provide information to any taxpayer concerning the provisions of this Chapter;
3. Receive and record all taxes remitted to the County as provided in this Chapter;
4. Maintain records of taxpayer reports and taxes collected pursuant to this Chapter;
5. Assess penalties and interest to taxpayers pursuant to this Chapter;
6. Determine amounts owed and enforce collection pursuant to this Chapter.

3.30.150 Appeal procedure.

Any taxpayer aggrieved by any decision of the Tax Administrator with respect to the amount of tax, interest, penalties and fees, if any, due under this Chapter may appeal to the County Board of Supervisors by filing a notice of appeal with the Clerk of the Board within thirty (30) days of the serving or mailing of the notice of delinquency pursuant to Section 3.30.220 or notice of assessment pursuant to Section 3.30.240. The Clerk of the Board, or his or her designee, shall fix a time and place for hearing such appeal, and the Clerk of the Board, or his or her designee, shall give notice in writing to such operator at the last known place of address. The finding of the County Board of Supervisors shall be final and conclusive and shall be served upon the appellant in the manner prescribed by this Chapter for service of notice. Any amount found to be due shall be immediately due and payable upon the service of the notice.

3.30.160 Enforcement - action to collect.

Any taxes, penalties and/or fees required to be paid under the provisions of this Chapter shall be deemed a debt owed to the County. Any person owing money to the County under the provisions of this Chapter shall be liable in an action brought in the name of the County for the

recovery of such debt. The provisions of this Section shall not be deemed a limitation upon the right of the County to bring any other action including criminal, civil and equitable actions, based upon the failure to pay the tax, penalties and/or fees imposed by this Chapter or the failure to comply with any of the provisions of this Chapter.

3.30.170 Apportionment.

If a business subject to the tax is operating both within and outside the unincorporated area of the County, it is the intent of the County to apply the cannabis business tax so that the measure of the tax fairly reflects the proportion of the taxed activity actually carried on in the unincorporated area of the County. To the extent federal or state law requires that any tax due from any taxpayer be apportioned, the taxpayer may indicate said apportionment on his or her tax return. The Tax Administrator may promulgate administrative procedures for apportionment as he or she finds useful or necessary.

3.30.180 Constitutionality and legality.

This tax is intended to be applied in a manner consistent with the United States and California Constitutions and state law. None of the tax provided for by this Chapter shall be applied in a manner that causes an undue burden upon interstate commerce, a violation of the equal protection or due process clauses of the Constitutions of the United States or the State of California or a violation of any other provision of the California Constitution or state law. If a person believes that the tax, as applied to him or her, is impermissible under applicable law, he or she may request that the Tax Administrator release him or her from the obligation to pay the impermissible portion of the tax.

3.30.190 Audit and examination of premises and records.

A. For the purpose of ascertaining the amount of cannabis business tax owed or verifying any representations made by any taxpayer to the County in support of his or her tax calculation, the Tax Administrator shall have the power to inspect any location where commercial cannabis cultivation occurs and to audit and examine all books and records (including, but not limited to bookkeeping records, state and federal income tax returns, and other records relating to the gross receipts of the business) of persons engaged in cannabis businesses. In conducting such investigation, the tax administrator shall have the power to inspect any equipment, such as computers or point of sale machines, that may contain such records.

B. It shall be the duty of every person liable for the collection and payment to the County of any tax imposed by this Chapter to keep and preserve, for a period of at least four (4) years, all records as may be necessary to determine the amount of such tax as he or she may have been liable for the collection of and payment to the County, which records the Tax Administrator or his/her designee shall have the right to inspect at all reasonable times.

3.30.200 Other licenses, permits, taxes, fees or charges.

A. Nothing contained in this Chapter shall be deemed to repeal, amend, be in lieu of, replace or in any way affect any requirements for any permit or license required by, under or by virtue of any provision of any other Chapter of this Code or any other ordinance or resolution of the County, nor be deemed to repeal, amend, be in lieu of, replace or in any way affect any tax, fee or other charge imposed, assessed or required by, under or by virtue of any other Chapter of this code or any other ordinance or resolution of the County. Any references made or contained in any other Chapter of this code to any licenses, license taxes, fees, or charges, or to any schedule of license fees, shall be deemed to refer to the licenses, license taxes, fees or charges, or schedule of license fees, provided for in other Chapter of this Code.

B. The Tax Administrator may revoke or refuse to renew the license required by Chapter 5.04 of this Code, any other Chapter of this Code or any other ordinance or resolution of the County for any business that is delinquent in the payment of any tax due pursuant to this Chapter or that fails to make a deposit required by the tax administrator pursuant to Section 3.30.060.

3.30.210 Payment of tax does not authorize unlawful business.

A. The payment of a cannabis business tax required by this Chapter, and its acceptance by the County, shall not entitle any person to carry on any cannabis business unless the person has complied with all of the requirements of this Code and all other applicable state laws.

B. No tax paid under the provisions of this Chapter shall be construed as authorizing the conduct or continuance of any illegal or unlawful business, or any business in violation of any local or state law.

3.30.220 Deficiency determinations.

If the Tax Administrator is not satisfied that any statement filed as required under the provisions of this Chapter is correct, or that the amount of tax is correctly computed, he or she may compute and determine the amount to be paid and make a deficiency determination upon the basis of the facts contained in the statement or upon the basis of any information in his or her possession or that may come into his or her possession within three (3) years of the date the tax was originally due and payable. One or more deficiency determinations of the amount of tax due for a period or periods may be made. When a person discontinues engaging in a business, a deficiency determination may be made at any time within three (3) years thereafter as to any liability arising from engaging in such business whether or not a deficiency determination is issued prior to the date the tax would otherwise be due. Whenever a deficiency determination, a notice of deficiency shall be given to the person concerned in the same manner as notices of assessment are given under Section 3.30.240.

3.30.230 Failure to report—nonpayment, fraud.

A. Under any of the following circumstances, the Tax Administrator may make and give notice of an assessment of the amount of tax owed by a person under this Chapter at any time:

1. If the person has not filed a complete statement required under the provisions of this Chapter;
2. If the person has not paid the tax due under the provisions of this Chapter;
3. If the person has not, after demand by the Tax Administrator, filed a corrected statement, or furnished to the Tax Administrator adequate substantiation of the information contained in a statement already filed, or paid any additional amount of tax due under the provisions of this Chapter; or
4. If the Tax Administrator determines that the nonpayment of any business tax due under this Chapter is due to fraud, a penalty of twenty-five percent (25%) of the amount of the tax shall be added thereto in addition to penalties and interest otherwise stated in this Chapter and any other penalties allowed by law.

B. The notice of assessment shall separately set forth the amount of any tax known by the Tax Administrator to be due or estimated by the Tax Administrator, after consideration of all information within the Tax Administrator's knowledge concerning the business and activities of the person assessed, to be due under each applicable section of this Chapter, and shall include the amount of any penalties or interest accrued on each amount to the date of the notice of assessment.

3.30.240 Tax assessment - notice requirements.

The notice of assessment shall be served upon the person either by personal delivery, or by a deposit of the notice in the United States mail, postage prepaid thereon, addressed to the person at the address of the location of the business or to such other address as he or she shall register with the Tax Administrator for the purpose of receiving notices provided under this Chapter; or, should the person have no address registered with the Tax Administrator for such purpose, then to such person's last known address. For the purposes of this Section, a service by mail is complete at the time of deposit in the United States mail.

3.30.250 Tax assessment - hearing, application and determination.

Within thirty (30) days after the date of service of the notice of assessment, the person may apply in writing to the Tax Administrator for a hearing on the assessment. If application for a hearing before the County is not made within the time herein prescribed, the tax assessed by the Tax Administrator shall become final and conclusive. Within thirty (30) days of the receipt of any such application for hearing, the Tax Administrator shall cause the matter to be set for hearing before him or her no later than thirty (30) days after the receipt of the application, unless

a later date is agreed to by the Tax Administrator and the person requesting the hearing. Notice of such hearing shall be given by the Tax Administrator to the person requesting such hearing not later than five (5) days prior to such hearing. At such hearing said applicant may appear and offer evidence why the assessment as made by the Tax Administrator should not be confirmed and fixed as the tax due. After such hearing the Tax Administrator shall determine and, if applicable, reassess the proper tax to be charged and shall give written notice to the person in the manner prescribed in Section 3.30.240 for giving notice of assessment.

3.30.260 Relief from taxes -disaster relief.

A. If a Business is unable to comply with any tax requirement due to a disaster, the Business may notify the Tax Administrator of this inability to comply and request relief from the tax requirement;

B. The Tax Administrator, in its sole discretion, may provide written relief from the cannabis business tax requirement for Businesses whose operations have been impacted by a disaster if such tax liability does not exceed five thousand (\$5,000) dollars. If such tax liability is five thousand one (\$5,001) dollars or more than such relief shall only be approved by the County Board of Supervisors;

C. Temporary relief from the cannabis tax may be provided for a reasonable amount of time as determined by the Tax Administrator in order to allow the Business time to recover from the disaster;

D. The Tax Administrator may require that certain conditions be followed in order for a Business to receive temporary relief from the cannabis business tax requirement;

E. A Business shall not be subject to an enforcement action for a violation of a cannabis business requirement in which the licensee has received temporary relief from the tax administrator;

F. For purposes of this section, “disaster” means fire, flood, storm, tidal wave, earthquake, or similar public calamity, whether or not resulting from natural causes.

G. The Business shall notify the Tax Administrator in writing of its request for temporary relief from imposition of the tax requirement pursuant to subsection (A) of this Section. The request shall clearly indicate why relief is requested, the time period for which the relief is requested, a description of the disaster justifying relief, and the reasons relief is needed for the specified amount of time;

H. The Business will grant the Tax Administrator access to the location where the Business has been impacted due to a disaster.

3.30.270 Conviction for violation - taxes not waived.

The conviction and punishment of any person for failure to pay the required tax shall not excuse or exempt such person from any civil action for the tax debt unpaid at the time of such conviction. No civil action shall prevent a criminal prosecution for any violation of the provisions of this Chapter or of any state law requiring the payment of all taxes.

3.30.280 Violation deemed misdemeanor.

Any person violating any of the provisions of this Chapter shall be guilty of a misdemeanor.

3.30.290 Severability.

If any provision of this Chapter, or its application to any person or circumstance, is determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Chapter or the application of this Chapter to any other person or circumstance and, to that end, the provisions hereof are severable.

3.30.300 Remedies cumulative.

All remedies and penalties prescribed by this Chapter or which are available under any other provision of the Mono County Code and any other provision of law or equity are cumulative. The use of one or more remedies by the County shall not bar the use of any other remedy for the purpose of enforcing the provisions of this Chapter.

3.30.310 Amendment or repeal.

This Chapter may be repealed or amended by the County Board of Supervisors without a vote of the people to the extent allowed by law. However, as required by Article XIII C of the California Constitution, voter approval is required for any amendment that would increase the rate of any tax levied pursuant to this Chapter. The people of the County of Mono affirm that the following actions shall not constitute an increase of the rate of a tax:

A. The restoration of the rate of the tax to a rate that is no higher than that set by this Chapter, if the County Board of Supervisors has acted to reduce the rate of the tax;

B. An action that interprets or clarifies the methodology of the tax, or any definition applicable to the tax, so long as interpretation or clarification (even if contrary to some prior interpretation or clarification) is not inconsistent with the language of this Chapter; or

C. The collection of the tax imposed by this Chapter even if the County had, for some period of time, failed to collect the tax.

D. The adjustment of the tax in accordance with the provisions of subdivisions (C) and (D) of Section 3.30.050.

SECTION 2. STATEMENT OF HOW TAX MAY BE SPENT. All revenue from the taxes imposed by Chapter 3.30 of the Mono County Code, including taxes levied on commercial cannabis cultivation, cannabis testing laboratories, retail cannabis sales, cannabis distribution, manufacturing, processing, micro-businesses or any other cannabis business, as listed in Mono County Code Section 3.30.050, shall be spent for unrestricted general revenue purposes.

SECTION 3. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The County Board of Supervisors hereby declares that it would have passed this ordinance and each section, subsection, sentence, clause and phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid.

PASSED, APPROVED and ADOPTED this _____ day of _____, 2018, by the following vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Bob Gardner, Chair of the Board of Supervisors

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:

County Counsel



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 20, 2018

Departments: Board of Supervisors

TIME REQUIRED 15 minutes

PERSONS APPEARING BEFORE THE BOARD Supervisor Corless

SUBJECT National Association of Counties
Conference Discussion

AGENDA DESCRIPTION:

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

Discussion regarding upcoming NACo conference including agenda items of interest to the County including funding/program preservation; economic development; natural resources, public lands and agriculture; public safety and criminal justice; transportation and infrastructure; health and human services; and immigration.

RECOMMENDED ACTION:

Discuss the agenda for the upcoming NACo conference, determine County priorities and provide direction to County NACo representatives attending the conference.

FISCAL IMPACT:

Travel costs previously approved and included in the 2017-18 budget.

CONTACT NAME: Leslie Chapman

PHONE/EMAIL: 7609325414 / lchapman@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

[Click to download](#)

No Attachments Available

History

Time	Who	Approval
2/14/2018 4:32 AM	County Administrative Office	Yes
2/15/2018 9:46 AM	County Counsel	Yes

2/14/2018 5:04 PM

Finance

Yes