



AGENDA

BOARD OF SUPERVISORS, COUNTY OF MONO STATE OF CALIFORNIA

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

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

Regular Meeting February 4, 2020

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 MORNIN AFTERNOON SESSIONS WILL BE HEARD ACCORDING TO AVAILABLE TIME AND PRESENCI INTERESTED PERSONS. PUBLIC MAY COMMENT ON AGENDA ITEMS AT THE TIME THE ITE 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

Approval of the Board Minutes of the Board of Supervisors Regular meeting on December 17, 2019.

Recommended Action: Approve the Board Minutes of the Board of Supervisors Regular meeting on December 17, 2019.

Fiscal Impact: None.

B. 2020-21 California State Parks Off-Highway Vehicle Grant Program

Departments: Sheriff

2020-2021 California State Parks Off-Highway Vehicle Grant Program

Recommended Action: Approve Resolution 20-___, Authorizing the Mono County Sheriff-Coroner, Mono County Sheriff's Off-Highway Vehicle Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the California State Parks Off-Highway Vehicle Grant Program for Fiscal Year 2020-21.

Fiscal Impact: This resolution will assist with meeting the grant guidance for participation in the Off-Highway Vehicle Grant Program for Fiscal Year 2020-2021. When the grant is awarded, the award will not exceed \$125,000.00.

C. Claim for Damages - Arturo Vela

Departments: Risk Management

Claim for damages filed by Arturo Vela against the County of Mono for an alleged injury on Hwy 395, which is not a County owned or maintained road.

Recommended Action: Deny the claim submitted by Arturo Vela on December

27, 2019, and authorize the Risk Manager, in consultation with County Counsel, to send notice of denial to Mr. Vela.

Fiscal Impact: None

D. Resolution Approving Use of a 3-Year Audit Cycle for Lee Vining Fire Protection District

Departments: Finance

(Janet Dutcher) - Proposed resolution approving the use of a three-year audit cycle for the Lee Vining Fire Protection District.

Recommended Action: Approve Resolution R20-____, approval of a change to a three-year audit cycle for the Lee Vining Fire Protection District. Requires unanimous approval of the Board of Supervisors (5/5 vote).

Fiscal Impact: Slight decrease in annual audit fees plus reduction in finance and special district personnel time and resources devoted to the audit process.

E. Resolution Approving Use of a 5-year Audit Cycle for Mono County Resource Conservation District

Departments: Finance

(Janet Dutcher) - Proposed resolution approving the use of a five-year audit cycle for Mono County Resource Conservation District in lieu of an annual audit.

Recommended Action: Approve Resolution R20-, approval of a change to a five-year audit cycle for Mono County RCD in lieu of an annual audit. Requires unanimous Board approval (5/5 vote).

Fiscal Impact: Slight decrease in annual audit fees plus reduction in finance and special district personnel time and resources devoted to the audit process.

F. June Lake Citizens Advisory Committee Appointment

Departments: Community Development - Planning

Appoint Bob Marks to a four-year term on the June Lake Citizens Advisory Committee, expiring Dec. 31, 2024, as recommended by Supervisor Gardner.

Recommended Action: Appoint Bob Marks to the June Lake Citizens Advisory Committee for a four-year term expiring Dec. 31, 2024.

Fiscal Impact: None.

G. Monthly Treasury Transaction Report

Departments: Finance

Treasury Transaction Report for the month ending 12/31/2019.

Recommended Action: Approve the Treasury Transaction Report for the month ending 12/31/2019.

Fiscal Impact: None.

H. Quarterly Investment Report

Departments: Finance

Investment Report for the Quarter ending 12/31/2019.

Recommended Action: Approve the Investment Report for the Quarter ending 12/31/2019.

Fiscal Impact: None.

I. MCCCC Certification Statement Board Signature Authorization

Departments: Mono County Child Care Council

On January 14, 2020, the Mono County Child Care Council (MCCCC) sought authorization for the Board Chair to sign the Certification Statement Regarding Composition of LPC Membership after the approval of (re)appointments to the MCCCC. At that time, the incorrect Certification Statement had been attached to the agenda (the 2017-2018 Certification Statement). MCCCC is seeking approval of the 2019-2020 Certification Statement at this time.

Recommended Action: Authorize the Board Chair to sign the Certification Statement Regarding Composition of LPC Membership.

Fiscal Impact: None.

J. Allocation List Amendment - Economic Development

Departments: Economic Development

Due to increased scope of work and job responsibilities of the Economic Development Assistant, the Economic Development department respectfully requests that the Allocated List of Positions be amended to eliminate one Fiscal Technical Specialist IV (Economic Development Assistant) position and add one Administrative Services Specialist (Economic Development Coordinator) position to the Economic Development department.

Recommended Action: Adopt proposed resolution R20-___, Authorizing the County Administrative Officer to amend the County of Mono List of Allocated Positions to add one full-time Administrative Services Specialist (Economic Development Coordinator) position, and eliminate one full-time Fiscal Technical Specialist IV (Economic Development Assistant) position within the Economic Development department.

Fiscal Impact: The annual increase in salary and benefits for the Administrative

Services Specialist (Economic Development Coordinator) position is \$3,763 (salary: \$2,992 / benefits: \$771). For the remainder of FY 2019-20, the increase is \$1,254 for salary/benefits. This increase will be funded on an annual basis through savings in Professional & Specialized Services as a result of a reduced expenditure with the site selection vendor contract. There is no impact to the General Fund.

6. CORRESPONDENCE RECEIVED

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.

A. MBK Engineers Letter to California DWR re: Walker River Irrigation Districts Petitions for Change

A letter from MBK Engineers to the California State Water Resources Control Board Division of Water Rights regarding Walker River Irrigation District petitions for changing involving water transfers and instream flow dedication.

B. FERC Letter to SCE re: 2019 Dam Safety Inspection Follow-up for SCE Eastern Operations Dams

Federal Energy Regulatory Commission (FERC) letter to Southern California Edison (SCE) regarding 2019 Dam Safety Inspection Follow-up for SCE eastern operations dams.

C. FERC Order Incorporating Revised Forest Service Conditions

On October 17, 2019, Southern California Edison (SCE) filed a request with the Federal Energy Regulatory Commission (FERC) to incorporate the revised United States Forest Service (USFS) 4(e) conditions no. 4 and no. 5 into the project license for the Lee Vining Project No. 1388, located on Lee Vining Creek.

7. REGULAR AGENDA - MORNING

A. Mid-Year Budget

Departments: Finance

2 hours

(Janet Dutcher, Megan Mahaffey) - Present mid-year budget review and discuss budget updates

Recommended Action: Hear budget updates and approve mid-year budget adjustments, as presented or amended (4/5ths vote required).

Fiscal Impact: Increase in General Fund appropriations of \$639,186, after reducing contingencies by \$115,029 to a balance of \$229,095. Increased

spending is funded with additional revenues of \$345,431 and the use of carryover balance of \$293,755. Increase in Non-General Fund appropriations of \$3,128,980 funded with additional revenues of \$2,457,679 and the use of carryover balances of \$671,301.

B. FY 2020-2021 Budget Calendar

Departments: Finance

15 minutes (5 minutes presentation; 10 minutes discussion)

(Janet Dutcher) - Report and discussion regarding the budget calendar for adoption of the County's FY 2020-2021 final budget

Recommended Action: Receive budget calendar outlining sequence of events culminating in the adoption of the County's FY 2020-2021 final budget; discuss and reach consensus about critical dates.

Fiscal Impact: None.

C. Letter of Support for Eastern Sierra Climate and Communities Resilience Project

Departments: Board of Supervisors

5 minutes

The Plumas Corporation's Eastern Sierra Climate and Communities Resilience Project (ESCCRP) encompasses an approximately 55,000-acre planning area of Inyo National Forest lands surrounding the Town of Mammoth Lakes in Mono County. The project is design to return Inyo National Forest lands to fire-adapted, climate-resilient forests.

Recommended Action: Approve letter of support for Plumas Corporation's application to the Sierra Nevada Conservancy (SNC) for the Eastern Sierra Climate and Communities Resilience Project.

Fiscal Impact: None.

D. Contract for Public Defender Services - Brad Braaten

Departments: Human Resources

5 minutes

(Dave Butters) - Proposed contract with Brad Braaten pertaining to the provision of Public Defender services in Mono County commencing March 16, 2020.

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

Fiscal Impact: This cost from March 16, 2020 through October of 2020 is \$118,180. From November 2020 through October 2021, the cost is \$174,780, and from October 2021 through December 2021, the cost is \$29,712.60. The full

year cost is approximately \$17,000 less per year than the existing contract.

E. Employment Agreement - Phillip West / Undersheriff

Departments: Human Resources

5 Minutes

(Dave Butters) - Proposed resolution approving a contract with Phillip West as Undersheriff, and prescribing the compensation, appointment and conditions of said employment.

Recommended Action: Announce Fiscal Impact. Approve Resolution #R20-____, approving a contract with Phillip West as Undersheriff, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

Fiscal Impact: Total cost of the Undersheriff position for remainder of Fiscal Year 19/20 is \$119,589, of which \$74,461 is salary and \$45,128 is benefits. Total cost for a full year is \$239,178 of which \$148,922 is salary and \$90,256 is benefits. This position was fully funded in the Fiscal Year 19/20 Budget.

F. Employment Agreement - Seth Clark / Sheriff's Lieutenant

Departments: Human Resources

5 Minutes

(Dave Butters) - Proposed resolution approving a contract with Seth Clark as Sheriff's Lieutenant, and prescribing the compensation, appointment and conditions of said employment.

Recommended Action: Announce Fiscal Impact. Approve Resolution #R20-____, approving a contract with Seth Clark as Sheriff's Lieutenant, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

Fiscal Impact: Total cost of the Lieutenant position for remainder of Fiscal Year 19/20 is \$110,921, of which \$68,500 is salary and \$42,421 is benefits. Total cost for a full year is \$221,842, of which \$137,000 is salary and \$84,842 is benefits. This position was fully funded in the Fiscal Year 19/20 Budget.

G. Memorandum of Understanding for Mono County Public Employees Bargaining Unit (MCPE)

Departments: CAO, HR, Finance and County Counsel

15 Minutes

(Dave Butters) - Resolution approving Proposed Memorandum of Understanding (MOU) with the International Union of Operating Engineers, Stationary Local 39, AFL-CIO, the Exclusively Recognized Employee Organization Representing the Mono County Public Employees (January 1, 2019 - December 31, 2023) and associated Side Letter.

Recommended Action: Adopt proposed resolution R20-___, approving MOU and Side Letter. Provide any desired direction to staff.

Fiscal Impact: The fiscal impact is \$245,000 for 2019, \$1,219,000 for 2020, \$579,000 for 2021, \$927,000 for 2022, and \$1,187,000 for 2023, for a total of \$4,157,000 during the 5-year term. The average compensation cost increase is 5.85% per year.

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): Steve Barwick, Stacey Simon, 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.

B. Closed Session - Public Employment

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

C. Closed Session: Workers' Compensation

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION. Subdivision (a) of Government Code section 54956.9. Name of case: Worker's compensation claim of Colin Tams.

D. Closed Session - Exposure to Litigation

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9. Number of potential cases: 1.

E. Closed Session - Existing Litigation

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: Michael Hallum v. County of Mono (Mono County Superior Court Case No. CV170086).

THE AFTERNOON SESSION WILL RECONVENE NO EARLIER THAN 3:00 P.M. The meeting will adjourn to Closed Session and reconvene at the Walker Community Center located at 442 Mule Deer Rd., Coleville, CA, 96107. This portion of the meeting will not be available on Granicus. An audio recording will be posted to the Mono County website after the meeting.

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. Application for Alcoholic License - Andruss Motel (Walker, CA)

Departments: Board of Supervisors

(Steve Wright, Owner Andruss Motel) - Steven Patrick Wright is applying for a license to sell alcoholic beverages at a premises where undue concentration exists. Sections 23958 and 23958.4 of the Business Code requires the California Department of Beverage Control to deny the application unless the local governing body of the area in which the application premises are located, or its designated subordinate officer or body, determines within 90 days of notification of a completed application that public convenience or necessity would be served by the issuance.

Recommended Action: Determine that issuance of the applied for license by the Andruss Motel in Walker, California, would service as a public convenience or necessity. Authorize Board Chair to sign application.

Fiscal Impact: None.

B. Operation Permit 19-005/Colitas Farms Manufacturing

Departments: Community Development

15 minutes

(Bentley Regehr) - Review and potential approval of Operation Permit 19-006 for cannabis manufacturing at 324 N River Lane (APN 002-460-015) in Walker.

Recommended Action: 1. Find that the project qualifies as an exemption under CEQA guideline 15183 and file a Notice of Exemption. 2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-006 subject to the findings and conditions as recommended

or with desired modifications.

Fiscal Impact: The proposed project will generate an incremental increase in cannabis taxes.

C. Operation Permit 19-005/Colitas Farms Cultivation

Departments: Community Development

45 minutes

(Bentley Regehr) - Review and potential approval of Operation Permit 19-005 for cannabis cultivation at 324 N River Lane (APN 002-460-015) in Walker.

Recommended Action: 1. Find that the project qualifies as an exemption under CEQA guideline 15183 and file a Notice of Exemption. 2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-005 subject to the findings and conditions as recommended or with desired modifications.

Fiscal Impact: The proposed project will generate an incremental increase in cannabis taxes.

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 4, 2020

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)

Approval of the Board Minutes of the Board of Supervisors Regular meeting on December 17, 2019.

RECOMMENDED ACTION:

Approve the Board Minutes of the Board of Supervisors Regular meeting on December 17, 2019.

FISCAL IMPACT:

None.

CONTACT NAME: Scheereen Dedman

PHONE/EMAIL: 7609325538 / sdedman@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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12-17-19 DRAFT Minutes

History

Time	Who	Approval
1/27/2020 2:28 PM	County Administrative Office	Yes
1/27/2020 12:47 PM	County Counsel	Yes
1/27/2020 11:44 AM	Finance	Yes



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

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

MEETING LOCATION Mammoth Lakes Suite Z, 437 Old Mammoth Rd, Suite Z, Mammoth Lakes, CA 93546

**Regular Meeting
December 17, 2019**

Flash Drive	Portable Recorder
Minute Orders	M19-260 – M19- 267
Resolutions	R19-84 – R19-86
Ordinance	ORD19-10

9:07 AM Meeting Called to Order by Vice Chair Corless.

*Supervisors Present: Corless, Gardner, Kreitz, and Stump.
Supervisors Absent: Peters.*

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

Pledge of Allegiance led by Supervisor Kreitz.

Supervisor Corless:

- Adjourn the meeting in memory of Bob Schotz.
- In the name of health and wellness, take a moment to reflect on our job and what we hope to accomplish today.

1. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

No one spoke.

2. RECOGNITIONS - NONE

Note:

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

3. COUNTY ADMINISTRATIVE OFFICE

CAO Report regarding Board Assignments

Steve Barwick, CAO:

- Last week, Holiday employee party.
- Last week, met with department heads to get feedback on his performance.
- Will be meeting with department heads once a week, except for the Community Corrections Partnership meeting once a month, to implement necessary changes according to Beth Cohen.
- Getting up to speed on the Public Health department.
- Radio system replacement – team is homing in on somewhat different solution than was presented last time.
- Dave Wilbrecht was in Bridgeport to update contract. He will continue to work on the civic center, job description for housing coordinator.
- Coffee with coworkers tomorrow and Thursday.

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

Action: Approve the minutes of the Regular Meeting of November 12, 2019.

Gardner moved; Kreitz seconded

Vote: 4 yes; 0 no; 1 absent

M19-260

B. California Immunization Local Assistance Grant Amendment 17-10332, A01

Departments: Public Health

Proposed Amended Grant Agreement Number 17-10332, A01 with the California Department of Public Health, Immunization Branch.

Action: Approve Amended Grant Agreement Number 17-10332, A01 and authorize the Vice-Chair of the Board of Supervisors to sign the amended contract on behalf of the County. Additionally, provide authorization for the Public Health Director to sign future amendments to the grant that shift funds between budget categories without changes to the grant allocation.

Gardner moved; Kreitz seconded

Vote: 4 yes; 0 no; 1 absent

M19-261

Note:

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

C. General Plan Amendment (GPA) 19-04 Ordinance

Departments: Community Development

Ordinance ORD 19-04, Adopting General Plan Amendment (GPA) 19-04 consisting of technical changes to the Land Use Element and Conservation/Open Space Element, including modifications to short-term and transient rental policies and regulations, small-scale agricultural uses in residential land use designations, setbacks, placement of manufactured homes in MU designations, and addition of a regulation requiring work to stop if archaeological resources are discovered during construction.

Action: Adopt proposed ordinance No. ORD19-10, An Ordinance of the Mono County Board of Supervisors adopting General Plan Amendment 19-04. Direct staff to file a notice of determination for the Ordinance.

Gardner moved; Kreitz seconded

Vote: 4 yes; 0 no; 1 absent

ORD19-10

D. Appropriations Increase Request for Bridgeport Cemetery Road and Memorial Hall Kitchen Remodel Projects (CSA #5)

Departments: Finance - CSA #5

(Janet Dutcher) - Increase in appropriations and approval for transfers to Public Works from the CSA #5 fund for labor and equipment reimbursements to complete additional road maintenance at the Bridgeport Cemetery in the amount \$5,000 and Memorial Hall Kitchen remodeling in the amount of \$40,000. Projects to be funded from CSA #5 fund carryover balance. Requires 4/5ths vote.

Action: Approve \$45,000 appropriations increase for transfers to Public Works for labor and equipment reimbursements to complete the approved projects from the CSA #5 FY 2019-20 budget.

Gardner moved; Kreitz seconded

Vote: 4 yes; 0 no; 1 absent

M19-262

E. Amendment to Allocation List - Public Health

Departments: Public Health

Proposed resolution authorizing the County Administrative Officer to amend the County of Mono list of allocated positions to add one community Health Coordinator Level I/II position within the Department of Public Health.

Note:

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

Action: Approve the proposed resolution R19-84, Authorizing the County Administrative Officer to amend the County of Mono list of allocated positions for the Department of Public Health to remove one (1) Tobacco Control Program Coordinator and add one (1) Community Health Program Coordinator Level I/II position.

Stump moved; Gardner seconded

Vote: 4 yes; 0 no; 1 absent

R19-84

F. Letter to California Department of Water Resources Regarding Groundwater Basin Prioritization

Departments: Community Development - Planning

Letter to the State Department of Water Resources (DWR) urging the finalization of the groundwater basin prioritization ratings.

Action: Approve and authorize the Chair to sign the letter as drafted or as modified by the Board if desired. Provide any other direction to staff.

Gardner moved; Kreitz seconded

Vote: 4 yes; 0 no; 1 absent

M19-263

Supervisor Stump:

- Mono version of Inyo County letter to DWR.
- City of Bishop is also doing one.
- Still no word from DWR.

G. Proclamation Recognizing December 22- 29, 2019 as Childhood Cancer Awareness Week

Departments: Clerk of the Board

A Proclamation by the Mono County Board of Supervisors recognizing December 22 - 29, 2019 as Childhood Cancer Awareness Week.

Action: Approve proclamation.

Gardner moved; Kreitz seconded

Vote: 4 yes; 0 no; 1 absent

M19-264

6. CORRESPONDENCE RECEIVED

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.

The Board acknowledged receipt of the correspondence.

Note:

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

A. Agricultural Commissioner's Office Department Update December 2019

December 2019 Department Update from the Inyo and Mono Counties
Agricultural Commissioner's Office.

B. Letters re: Late Night Releases from County Jails

A letter from Gavin Newsom to Sheriff Braun regarding late-night releases from
county jails, and Sheriff Braun's response.

7. REGULAR AGENDA - MORNING

A. Approve Mental Health Services Act Fiscal Year 2019-2020 Annual Update

Departments: Behavioral Health

(Amanda Greenberg, Robin Roberts) - Presentation by Amanda Greenberg on
the Mental Health Services Act (MHSA) FY 2019-2020 Annual Update.

Action: Approve MHSA FY 2019-2020 Annual Update, as amended.

Kreitz moved; Gardner seconded

Vote: 4 yes; 0 no; 1 absent

M19-265

Amanda Greenberg, MHSA Coordinator:

- Introduced item, went through PowerPoint presentation.
- Went through changes made in the plan from the version in agenda to today (available in additional documents).

Robin Roberts, Behavioral Health Director:

- Answered Board questions.

Break: 10:15 AM

Reconvene: 10:25 AM

B. Cannabis Operation Permit 19-007/Shanti, Co. LLC - Distribution

Departments: Community Development

(Bentley Regehr) - The proposal is for self-distribution of cannabis products
harvested from up to 50 commercial cannabis plants on site (the cultivation of
which is permitted separately), including the transportation of goods by the
owner.

Action: 1. Find that the project qualifies as an exemption under CEQA guideline
15301 and direct staff to file a Notice of Exemption. 2. Make the required
findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis
Operation Permit 19-007 for cannabis distribution subject to the findings and
conditions as recommended or with desired modifications.

Kreitz moved; Stump seconded

Vote: 4 yes; 0 no; 1 absent

M19-266

Note:

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

Heard both items 7B and 7C at the same time.

Bentley Regehr, Planning Analyst:

- Introduced item and went through PowerPoint presentation.

Jake Suppa:

- Spoke about company, answered Board questions.

No public comment.

C. Shanti, Co. Operation Permit - Cannabis Cultivation

Departments: Community Development

(Bentley Regehr) - Review of Cannabis Operation Permit 19-004 for cultivation. The proposal is for commercial cannabis cultivation on a 20-acre parcel located at 100 N. Bodie Hills Drive in the Mono Basin planning area (APN 013-210-024). The property is designated Agriculture (AG), which allows for commercial cannabis cultivation subject to Use Permit and Operation Permit (Mono County Code 5.60).

Action: 1. Find that the project qualifies as an exemption under CEQA guideline 15301 and file a Notice of Exemption. 2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-004 for cultivation subject to the findings and conditions as recommended or with desired modifications.

Gardner moved; Kreitz seconded

Vote: 4 yes; 0 no; 1 absent

M19-267

D. 2019-20 Snow Removal Priorities

Departments: Public Works

(Kevin Julian) - Consideration and discussion of County Snow Removal Policy and Priorities, and approval of proposed resolution re-establishing snow removal policies, procedures and priorities for County-maintained roads.

Action: Adopt proposed resolution R19-85, Re-establishing snow removal policies, procedures, and priorities for County maintained roads. Provide any desired direction to staff.

Gardner moved; Stump seconded

Vote: 4 yes; 0 no; 1 absent

R19-85

Kevin Julian, Roads Superintendent:

- Presented item.

E. Civic Center Update

Note:

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

Departments: Public Works

(Tony Dublino, Director of Public Works) - Update on the Mono County Civic Center Project at 96 Thompson Way.

Action: None.

Tony Dublino, Public Works Director:

- Went through update.
- Board wants to hear more about the option of a full build out.

F. Community Corrections Partnership Update

Departments: Probation

(Karin Humiston) - Informational Update on the progress of the Community Corrections Partnership.

Action: None.

Sheriff Braun:

- Provided update.

G. Employment Agreement with Anne Frievalt as Assistant County Counsel and Allocation List Amendment

Departments: County Counsel

(Stacey Simon) - After two years in the position of Deputy County Counsel III, an attorney becomes eligible for promotion to Assistant County Counsel. The proposed resolution would allocate an Assistant County Counsel position and eliminate a Deputy County Counsel III position within the Office of the County Counsel and approve an employment agreement with Anne Larsen as Assistant County Counsel.

Action: Adopt proposed resolution R19 - 86, Authorizing the County Administrative Officer to amend the list of allocated positions to add one Assistant County Counsel position and delete one Deputy County Counsel III position within the Office of the County Counsel, as amended. Read fiscal impact and adopt proposed resolution approving an employment agreement with Anne Frievalt as Assistant County Counsel.

Fiscal Impact: The annual increase in salary and benefits is \$12,977 (salary \$10,440, benefits \$2,537), which amount is available within the County Counsel budget.

Kreitz moved; Gardner seconded

Vote: 4 yes; 0 no; 1 absent

R19-86

Stacey Simon, County Counsel:

- Introduced item.
- Correction - Anne Frievalt now – name change from Anne Larsen (updated resolution and employment agreement available in additional documents).
- Fiscal impact read into record by Vice Chair Corless.

Moved to Board Reports.

Note:

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

8. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE BOARD

Rhonda Duggan:

- Open house Mammoth Lakes Recreation new offices.
- Got to participate in Shop with a Cop.

9. CLOSED SESSION

A. Closed Session - Human Resources

CONFERENCE WITH LABOR NEGOTIATORS. Government Code Section 54957.6. Agency designated representative(s): Steve Barwick, Stacey Simon, 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.

B. Closed Session - Public Employment

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

*Closed Session: 11:42 AM
Reconvene: 12:38 PM*

Nothing to report out of closed session.

10. BOARD MEMBER REPORTS

Supervisor Corless:

- 12/11 - RCRC Board of Directors Meeting, see attached highlights document (available in additional documents).
- 12/12 - Sierra Nevada Conservancy Board Meeting, approved
- 12/13 - Sierra Eastside Regional Prioritization Group call
- 12/16 - Keep Long Valley Green Coalition Call
- On Dec. 11, the Inyo National Forest and Partners received a Regional Foresters Award for 2019 – Safety Leadership and Emergency Response. The award recognizes an outstanding example of taking creative and inclusive approaches working with partners and local communities to plan and implement large scale ecological restoration work across boundaries. This is proven in the management of fires for resource benefit and the implementation of the Lakes Basin Hazardous Fuels Reduction Project, the White bark Pine Restoration Project, and Fuels Reduction work coordinated with Southern California Edison. Partners include:
- Great Basin Unified Air Pollution Control District

Note:

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

- Cal-Trout
- Sierra Nevada Conservancy: Prop 68 funding for strategic lands conservation, resilient Sierra Nevada communities, and vibrant tourism and recreation—just under \$1 million.
- Town of Mammoth Lakes
- LADWP
- Mono County
- Mammoth/June Lake Ski Area
- National Fish and Wildlife Foundation
- Southern California Edison
- Mammoth Lakes Fire Safe Council
- Mammoth Community Water District

Supervisor Gardner:

- On Wednesday Dec. 11 I participated in a NACO Public Lands Policy Committee Conference call. One of the topics included the status of Federal budget appropriations legislation. Authority for the current budget runs out this Friday but a package of two bills was announced yesterday and is expected to be approved by Friday. These bills if approved by Friday would eliminate any possibility of a Federal government shutdown. The call also included discussion of the status of the Payment in Lieu of Taxes program, the Secure Rural Schools Program, and proposed regulation changes to the Endangered Species Act.
- Also, on Wednesday I attended the County Holiday Party at the Lee Vining Community Center. Thanks to Megg Hawkins and her helpers for another wonderful event!
- Later Wednesday I attended a brief meeting of the June Lake Chamber of Commerce to talk about their continued concern with Alterra's plan for improvements at June Mountain.
- On Wednesday evening I attended the Mono Basin RPAC meeting in Lee Vining. Topics included the status of the Tioga Inn project, recent activities of the Mono Basin Fire Safe Council, and establishment of a RPAC subcommittee to work on affordable housing for Lee vining and surrounding communities.
- On Friday the 13th I attended a meeting in Bishop of the Eastern Sierra Council of Governments. One topic at that meeting included the status of the proposal to make the ESCOG a Joint Powers Authority. Inyo County, Bishop, and the Town of Mammoth Lakes have approved this proposal and it is expected to come before our Board in early January. Other topics included the possibility of US Rural Development grants for the region, housing updates across the region, and the status of Eastern Sierra Sustainable Recreation Partnership activities.
- Later Friday I attended with Supervisor Kreitz a meeting of the Eastern Sierra Transit Authority. Topics at that meeting included regular operations and financial reports, plus approval of grant applications and an evaluation of the Executive Director.
- On Saturday the 14th I attended with Supervisor Kreitz the Night of Lights at Canyon Lodge in Mammoth. This was a great community event with a huge crowd and a wonderful start to the winter season.

Supervisor Kreitz:

- 12/11 I participated in a special CCRH Legislative Committee call to prioritize the organization's 2020 action items as a result of their November annual Rural Housing Summit. The committee ranked highest the priorities that had a rural and tribal focus.
- Later that day, I attended the Town Council-Planning Commission workshop to discuss the proposed preferred concept plan for the The Parcel. Attendance from the

Note:

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

community was diverse and impressive. There was Spanish translation available and was utilized. Parking in the preferred plan is below what is required in the Town's current policies and is one of the most contentious matters.

- 12/12 I attended in two separate meetings on the NACo Rural Impact County Challenge (RICC). One was a preparation or the upcoming January convening in St. Louis, MO. The other was amongst the Mono Team, where we reviewed an assessment tool of our region's efforts in housing, health and equity.
- 12/13 I was in Bishop for an Eastern Sierra Transit Authority (ESTA) Board meeting. The Board authorized a grant application for 17 new, replacement fleet vehicles through the Federal Transit Administration fund. The Board had a visit from the ESTA bus character (picture available in additional documents).

Supervisor Peters:

- Absent.

Supervisor Stump:

- 12-11: Attended the County Holiday lunch. Meg did a wonderful job organizing.
- 12-1 : Attended the Owens Valley Groundwater Authority Meeting - The Consultant preparing the GSP continued to give updates and outline the task list that the OVGA Board will need to work on in the coming months. There was also a presentation from the consultants that will be preparing the public outreach plan. Lots to be done. The Indian Wells Basin is continuing to plan on water imports from points north as their primary mitigation for their overdraft. A lawsuit has been filed against the Indian Wells Valley Water District by large agricultural interests. It is anticipated that the Indian Wells Groundwater Sustainability Agency will be added as an additional party sued once the GSP for that Basin is forwarded to DWR early in 2020. As a critically over drafted Basin that Basin is subject to the 2020 date identified in SGMA. The Owens Valley Basin is currently in the 2022 group.
- In related matter Glenn Inouye has resigned as Chair of the Wheeler Crest Community Services District Board. I want to thank Glenn for his service. Mr. Charles Tucker has assumed the role as new Board Chair.

Moved to item 8.

ADJOURNED in honor of Bob Shotz at 12:38 PM

ATTEST

**STACY CORLESS
VICE CHAIR OF THE BOARD**

**SCHEEREN DEDMAN
SR. DEPUTY CLERK**



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Sheriff

TIME REQUIRED

SUBJECT 2020-21 California State Parks Off-Highway Vehicle Grant Program

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

2020-2021 California State Parks Off-Highway Vehicle Grant Program

RECOMMENDED ACTION:

Approve Resolution 20-___, Authorizing the Mono County Sheriff-Coroner, Mono County Sheriff's Off-Highway Vehicle Coordinator, and/or the Mono County Sheriff's Office Finance Officer to apply for and administer the California State Parks Off-Highway Vehicle Grant Program for Fiscal Year 2020-21.

FISCAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the Off-Highway Vehicle Grant Program for Fiscal Year 2020-2021. When the grant is awarded, the award will not exceed \$125,000.00.

CONTACT NAME: Sarah Roberts

PHONE/EMAIL: 7609325279 / sroberts@monosheriff.org

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
20-21 California State Parks Off-Highway Vehicle Grant Program

History

Time	Who	Approval
1/24/2020 8:25 AM	County Administrative Office	Yes

1/23/2020 8:44 AM

County Counsel

Yes

1/21/2020 11:59 AM

Finance

Yes

MONO COUNTY
SHERIFF

A Commitment to Community Safety and Service



Ingrid Braun
Sheriff-Coroner

DATE: February 4, 2020
TO: The Honorable Board of Supervisors

Phillip West
Undersheriff

FROM: Ingrid Braun, Sheriff-Coroner

SUBJECT: Fiscal Year 2020-2021 California State Parks Off-Highway Vehicle Grant Program

RECOMMENDATION:

The Off-Highway Vehicle Grant will not exceed \$125,000.00.

DISCUSSION:

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

Mono County Sheriff-Coroner – Sheriff Ingrid Braun
Mono County Sheriff's Off-Highway Vehicle Coordinator – Sergeant Jeff Beard
Mono County Sheriff's Office Finance Officer – Arleen Mills

FINANCIAL IMPACT:

This resolution will assist with meeting the grant guidance for participation in the Off-Highway Vehicle Grant Program for Fiscal Year 2020-2021. When the grant is awarded, the award will not exceed \$125,000.00.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'IB', is written over a light blue horizontal line.

Ingrid Braun
Sheriff-Coroner



R20-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS APPROVING THE APPLICATION FOR STATE OFF-
HIGHWAY VEHICLE GRANT FY 2020-2021**

WHEREAS, the people of the State of California have enacted the Off-Highway Motor Vehicle Recreation Act of 2003, which provides funds to the State of California and its political subdivisions for Operation and Maintenance, Restoration, Law Enforcement, and Education and Safety for off-highway vehicle recreation; and

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

WHEREAS, procedures established by the California Department of Parks and Recreation require the Applicant's Governing Body to certify by resolution the approval to receive grant funding from the Off-Highway Motor Vehicle Grant funds; and

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

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

SECTION ONE: Approves the receiving of grant funding from the Off-Highway Vehicle Grant or Cooperative Agreement Program; and

SECTION TWO: Certifies that this agency understands its legal obligations to the State upon approval of the Grant; and

SECTION THREE: Certifies that this agency understands the California Public Resources Code requirement that Acquisition and Development Projects be maintained to specific conservation standards; and

SECTION FOUR: Certifies that the Project will be well-maintained during its useful life; and

1 **SECTION FIVE:** Certifies that this agency will implement the Project with diligence
2 once funds are available and the Applicant has reviewed, understands, and agrees with the
3 Project Agreement; and

4 **SECTION SIX:** Certifies that this agency will provide the required matching funds; and

5 **SECTION SEVEN:** Certifies that the public and adjacent property owners have been
6 notified of this Project (as applicable); and

7 **SECTION EIGHT:** Appoints Sheriff Ingrid Braun, Sergeant Jeff Beard, and Finance
8 Officer Arleen Mills as agents to conduct all negotiations, execute and submit all documents
9 including, but not limited to Applications, agreements, amendments, payment requests and so on,
10 which may be necessary for completion of the Project.

11 **PASSED, APPROVED and ADOPTED** this _____ day of _____, 2020,
12 by the following vote, to wit:

13 **AYES:**

14 **NOES:**

15 **ABSENT:**

16 **ABSTAIN:**

17 _____
18 Stacy Corless, Chair
19 Mono County Board of Supervisors

20 **ATTEST:**

21 **APPROVED AS TO FORM:**

22 _____
23 Clerk of the Board

24 _____
25 County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Risk Management

TIME REQUIRED

SUBJECT Claim for Damages - Arturo Vela

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Claim for damages filed by Arturo Vela against the County of Mono for an alleged injury on Hwy 395, which is not a County owned or maintained road.

RECOMMENDED ACTION:

Deny the claim submitted by Arturo Vela on December 27, 2019, and authorize the Risk Manager, in consultation with County Counsel, to send notice of denial to Mr. Vela.

FISCAL IMPACT:

None

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Claim for Damages Arturo Vela](#)

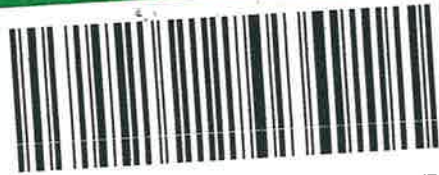
History

Time	Who	Approval
1/24/2020 8:25 AM	County Administrative Office	Yes
1/27/2020 11:49 AM	County Counsel	Yes
1/28/2020 5:41 PM	Finance	Yes

CERTIFIED MAIL



RAFII & NAZARIAN LLP
EXCELLENCE | COMMITMENT | RESULTS
9100 WILSHIRE BLVD., SUITE 465E
BEVERLY HILLS, CA 90212



7019 1640 0000 8169 8024

LOS ANGELES
CA 900
27 DEC '19
PM 12 L



RECEIVED
JAN -2 2020
OFFICE OF THE CLERK

Clerk of the Board of Supervisors
P.O. Box 715
Bridgeport, CA 93517

12-30
1-4
A

93517-071515





December 27, 2019

Sent Via 1st Class U.S. Mail & Certified Mail:

Clerk of the Board of Supervisors
P.O. Box 715
Bridgeport, CA 93517

Re: Our Client(s) : Arturo Vela Roman
Date of Accident : 09/05/19


Dear Sir or Madam:

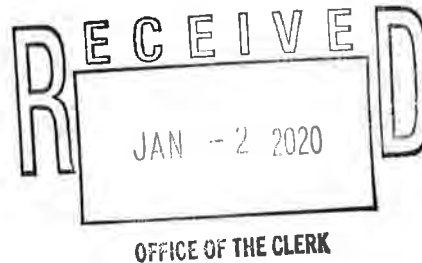
Enclosed, please find two properly executed County of Mono Form for Damages concerning the above-referenced accident.

Kindly provide an acknowledgment letter as soon as possible and thank you for your prompt attention and anticipated cooperation in this matter.

Should you have any questions or concern, please do not hesitate to contact me directly.

Very truly yours,
RAFII & NAZARIAN, LLP


Veronica Avalos, Legal Assistant to
Joseph Nazarian, Esq.



FILE WITH CLERK OF THE BOARD OF SUPERVISORS
P.O. BOX 715
BRIDGEPORT, CA 93517
(760) 932-5534/5533

CLAIM NO. _____

CLAIM FOR DAMAGES COUNTY OF MONO

NOTE: Read entire claim before filling in the blanks. Attach separate sheets, if necessary, to this form so full details can be given; be sure to SIGN each sheet. See Page 3 for diagram upon which to locate place of accident.

NAME OF CLAIMANT Vela (Last) Mr. Arturo (First) R (Middle)
Mrs. _____
Ms. _____

HOME ADDRESS 9100 Wilshire Blvd #405 E Beverly Hills, CA 90212 PHONE NO. (310) 777-7877

MAILING ADDRESS 9100 Wilshire Blvd #405 E Beverly Hills, CA 90212 FAX NO. (310) 777-7855

PREFERRED ADDRESS FOR NOTICES (check one) () Home () Mailing E-MAIL Veronica@rafikw.com

WHEN did damage or injury occur? Give full particulars, date, time of day: 9/5/19 at 5:35 am

INDICATE the specific place or location where the injury or damage occurred: : N/B Highway 395 at Hot Creek

INDICATE the physical conditions surrounding the occurrence (such as state of weather, lightness or darkness, condition of road, traffic, power lines, etc., when applicable):
Large gap/hole on the highway/roadway

HOW did damage or injury occur? Give full particulars:
Mr. Vela was traveling N/B on US 395 when his Semi-truck collided with a large guff hole on the roadway. At or near Hot Creek

NAME or names of the public employee or employees causing the injury, damage, or loss, if known: ~~California~~ Department of transportation

WHAT particular ACT or OMISSION on the part of County officers or employees do you claim caused the injury or damage: County failed to secure large gap/hole on the roadway.

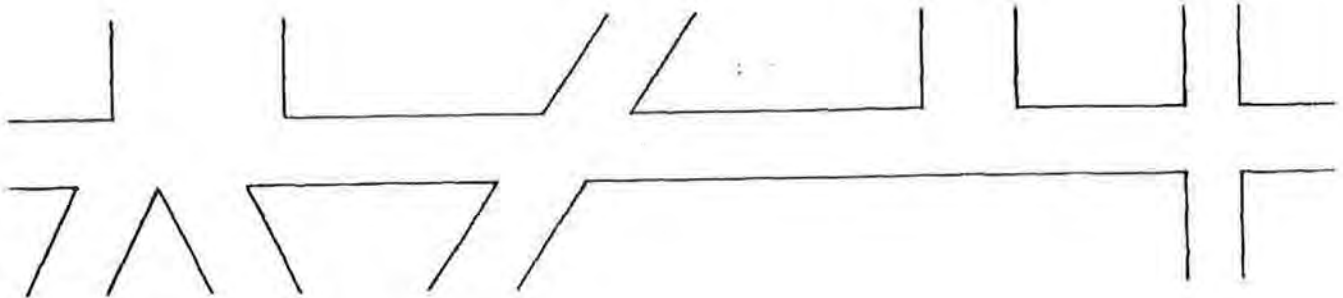
READ CAREFULLY

For all accident claims, place on following diagram names of streets, indicating North, East, South, and West; indicate place of accident by "X" and by showing house numbers or distances to street corners.

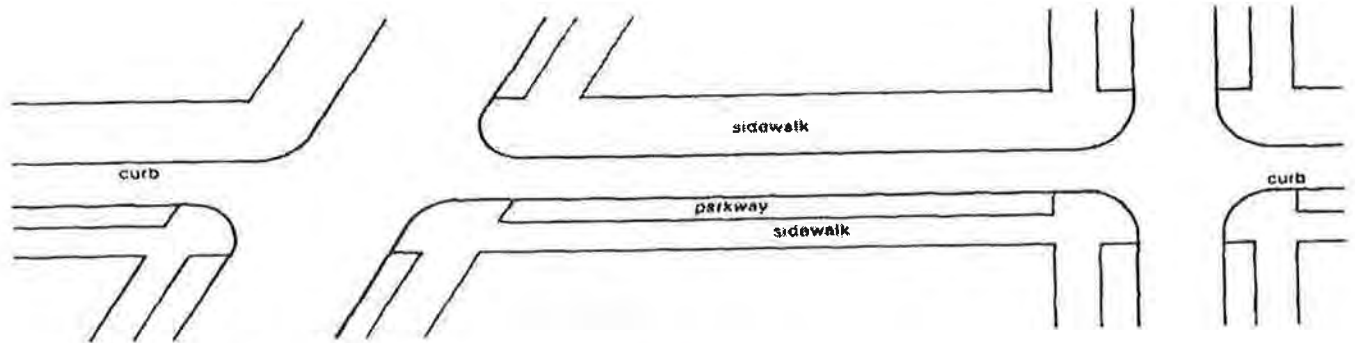
If County a vehicle was involved, designate by letter "A" the location of the County vehicle when you first saw it, and by "B" the location of yourself or your vehicle when you first saw the County vehicle; location of County vehicle at the time of the accident by "A-1" and location of yourself or your vehicle at the time of accident by "B-1" and the point of impact by "X".

NOTE: If diagram below does not fit the situation, attach hereto a proper diagram signed by claimant.

FOR AUTOMOBILE ACCIDENTS



FOR OTHER ACCIDENTS



Please see attached diagram.

WHAT DAMAGE OR INJURIES do you claim resulted? Give full extent of injuries or damage claimed. Give the sum you claim on account of each item or injury or damage. *If the claim exceeds \$10,000, no dollar amount should be included on the claim.* pain to neck, back and waist/ low back

() Limited Civil Case (the amount in controversy does not exceed \$25,000). See page 4 for complete definition.

Proof of property damage must be submitted: _____

TOTAL CLAIMED \$ _____ () Attachments provided

The Mono County Board of Supervisors has delegated to the County Administrative Officer the ability to decide upon claims seeking twenty thousand (\$20,000) or less from the county pursuant to Mono County Code §3.03.030.

Insurance payments, if any, received by you on account of this damage or injury, and name of Insurance Company: N/A

Expenditures made on account of accident or injury. Proof of property damage under \$500.00 must be submitted.

DATE	ITEM	TO WHOM PAID	AMOUNT
			\$ _____
			\$ _____

Name and address of Witnesses, Doctors, and Hospitals: Pending

OTHER DETAILS: _____

If the signer of this claim is not the claimant, then explain signer's relation to the claimant: _____

I declare, under penalty of perjury that the foregoing is true and correct. Dated this October 14, 2019 day of October 14, 2019, 20 19, at Los Angeles, California.
(place where signed)

[Signature]
(Claimant's Signature)

NOTES:

- (1) Presentation of a false claim is a felony. (Cal. Penal Code Sec. 72)
- (2) Claims against the County or its employees for personal injuries or death and personal property or growing crop damage must be presented to the Clerk of the Board within six (6) months of the occurrence, which caused the damages or injuries. All other claims must be presented within one year. (Government Code Sec. 911.2, et seq; Sec. 950, et seq.)

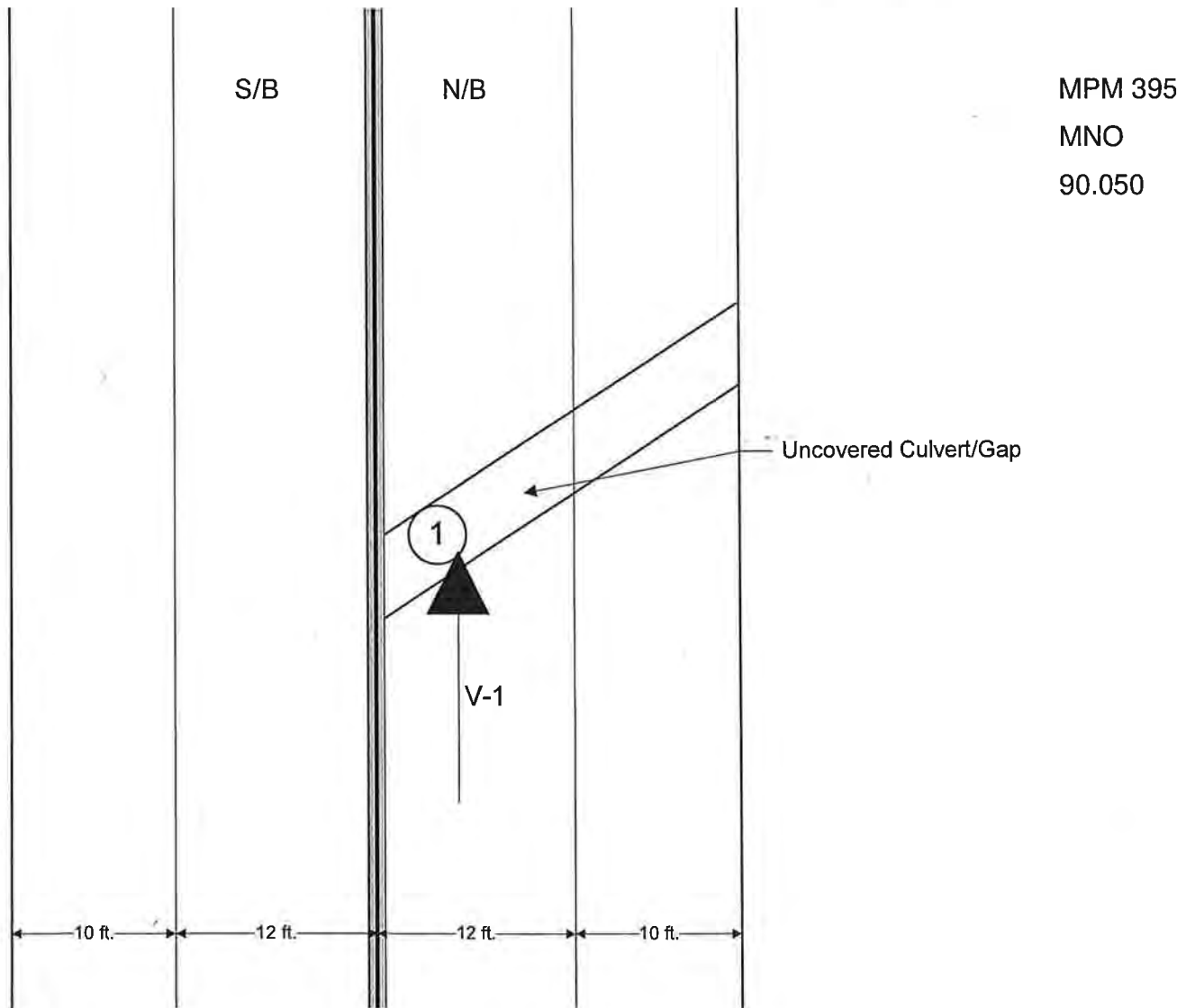
STATE OF CALIFORNIA
SKETCH DIAGRAM

CHP 555 Page 4(Rev. 04-11) OPI060

PAGE 4 OF 7

DATE OF INCIDENT 09/05/2019	TIME 0535	NCIC NUMBER 9820	OFFICER I.D. 016150	NUMBER 9820-2019-00229
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ALL MEASUREMENTS ARE APPROXIMATE AND NOT TO SCALE UNLESS STATED (SCALE=)



MPM 395
MNO
90.050

PREPARED BY ALTON RANDALL	I.D. NUMBER 016150	DATE 09/05/2019	REVIEWER'S NAME E R VILLA 017567	DATE 09/11/2019
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**OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS**

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Finance

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

Janet Dutcher

SUBJECT Resolution Approving Use of a 3-
Year Audit Cycle for Lee Vining Fire
Protection District

AGENDA DESCRIPTION:

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

Proposed resolution approving the use of a three-year audit cycle for the Lee Vining Fire Protection District.

RECOMMENDED ACTION:

Approve Resolution R20-___, approval of a change to a three-year audit cycle for the Lee Vining Fire Protection District. Requires unanimous approval of the Board of Supervisors (5/5 vote).

FISCAL IMPACT:

Slight decrease in annual audit fees plus reduction in finance and special district personnel time and resources devoted to the audit process.

CONTACT NAME: Megan Mahaffey

PHONE/EMAIL: 760-924-1836 / mmahaffey@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff report
<input type="checkbox"/> LVFPD Resolution 2019-01
<input type="checkbox"/> Resolution of Mono Board of Supervisors

History

Time	Who	Approval
1/24/2020 8:28 AM	County Administrative Office	Yes

1/24/2020 9:49 AM

County Counsel

Yes

1/21/2020 11:57 AM

Finance

Yes



DEPARTMENT OF FINANCE AUDITOR-CONTROLLER COUNTY OF MONO

Vacant
Assistant Finance Director
Auditor-Controller

Janet Dutcher, CPA, CGFM, MPA
Director of Finance

P.O. Box 556
Bridgeport, California 93517
(760) 932-5490
Fax (760) 932-5491

TO: Honorable Board of Supervisors

FROM: Janet Dutcher, Finance Director
Megan Mahaffey, Accountant

DATE: February 4, 2020

SUBJECT: Resolution approving use of a three-year audit cycle for Lee Vining Fire Protection District (FPD) in lieu of an annual audit.

RECOMMENDATION:

Approve Resolution R20-____, approval of the change to a three-year audit cycle for Lee Vining Fire FPD in lieu of an annual audit.

BACKGROUND:

California State law requires the County Auditor to contract with a CPA firm to perform an annual audit of a special district within the County, if the district does not do so on their own. Special District annual audits are required to be remitted to the California State Controller's Office within twelve months following the end of each fiscal year.

Each year, the Finance Department engages one CPA audit firm to perform the required external audits of seventeen of our County's special districts. Each district pays for their audit and the County makes a set contribution towards each District's accounts to ease the cost burden of these audits to the District. Until now, all seventeen district audits were performed at the same time for each fiscal year. Currently, audits are being completed for the fiscal year ended June 30, 2017.

Each year's audit demands a certain amount of time from finance and special district personnel to schedule fieldwork, complete financial statements, provide documents, and answer auditor questions.

California Government Code Section 26909 specifies that “a special district may by unanimous request of the governing board of the special district, with unanimous approval of the board of supervisors, replace the annual audit with an audit conducted at specific intervals, as recommended by the County Auditor, that shall be completed at least once every five years.”

The Finance Director recognizes the cost savings, reduced administrative burdens, and increased ability to meet statutory filing deadlines if the annual audit were replaced with an audit performed at less frequent specific intervals. And this is balanced against each District’s volume and complexity of transactions and activities that prudently might warrant performing audits at more frequent intervals or remaining on the standard annual audit cycle.

Concerning the seventeen special district audits, the Finance Director recommends the following changes the audit cycle frequencies:

SPECIAL DISTRICT	2018 REVENUES	AUDIT CYCLE FREQUENCY
ANTELOPE VALLEY WATER DISTRICT	\$2,475	5 YEAR
TRI-VALLEY GROUNDWATER MANAGEMENT DISTRICT	\$24,524	5 YEAR
MONO COUNTY RESOURCE CONSERVATION DISTRICT	\$2,467	5 YEAR
MONO CITY FIRE PROTECTION DISTRICT	\$35,142	3 YEAR
MAMMOTH LAKES COMMUNITY SERVICES DISTRICT	\$40,831	3 YEAR
LEE VINING FIRE PROTECTION DISTRICT	\$106,195	3 YEAR
WHEELER CREST COMMUNITY SERVICES DISTRICT	\$105,710	3 YEAR
WHITE MOUNTAIN FIRE PROTECTION DISTRICT	\$186,598	2 YEAR
LEE VINING PUBLIC UTILITY DISTRICT	\$188,235	2 YEAR
CHALFANT VALLEY FIRE PROTECTION DISTRICT	\$135,285	2 YEAR
PARADISE FIRE PROTECTION DISTRICT	*	1 YEAR
BIRCHIM COMMUNITY SERVICES DISTRICT	\$95,081	1 YEAR
WHEELER CREST FIRE PROTECTION DISTRICT	\$469,825	1 YEAR
ANTELOPE VALLEY FIRE PROTECTION DISTRICT	\$717,630	1 YEAR
JUNE LAKE FIRE PROTECTION DISTRICT	\$574,000	1 YEAR
MOSQUITO ABATEMENT DISTRICT	\$93,474.78	1 YEAR
LONG VALLEY FIRE PROTECTION DISTRICT	\$421,221	1 YEAR

* The District’s transactions are not maintained in the Mono County Accounting System.

DISCUSSION:

The purpose of this agenda item is to seek approval by resolution to change the audit frequency cycle for Lee Vining FPD from annual to every three years. The Lee Vining FPD was founded in 1947 and provides fire and emergency medical services to the residents and visitors within and adjacent to its District Boundaries. The District is governed by a board of three directors. On December 5, 2019, the

board of directors of the district unanimously passed a resolution requesting the change to a three-year audit cycle. A copy of that resolution is attached to this agenda item.

Pursuant to the requirements discussed above and per the attached resolution of the District's Board, the Finance Director recommends the use of a three-year audit starting with the three-year period beginning July 1, 2017 and ending June 30, 2020.

FISCAL IMPACT:

Slight decrease in annual audit fees plus reduction in finance and special district personnel time devoted to the audit process.

ATTACHMENTS:

1. Lee Vining Fire Protection District Signed Resolution
2. Mono County Board of Supervisors draft Resolution

RESOLUTION NO. 2019- 01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LEE VINING FIRE PROTECTION DISTRICT TO REPLACE THE ANNUAL AUDIT REQUIRED BY GOVERNMENT CODE SECTION 26909 WITH AN AUDIT TO BE PERFORMED EVERY THREE YEARS

WHEREAS, paragraph (1) of subsection (a) of section 26909 of the California Government Code requires county auditors to either make or contract with a certified public accountant or public accountant to make an annual audit of the accounts and records of every special district within the county for which an audit by a certified public accountant or public accountant is not otherwise provided; and

WHEREAS, pursuant to paragraph (2) of subsection (b) of 26909 of the California Government Code, a special district may, upon the unanimous request of its governing board and with unanimous approval of the board of supervisors, replace the required annual audit with an audit conducted at specific intervals, as recommended by the county auditor, that shall be completed at least once every three years; and

WHEREAS, the Mono County Finance Department, the auditor for purpose of Section 26909 of the California Government Code, has recommended an audit of the District be performed every three years; and

WHEREAS, the Board of Directors of the Lee Vining Fire Protection District recognizes the cost savings and reduced administrative burdens to the District of replacing the performance of an annual audit with an audit performed at less frequent specific intervals, in this case once every three years, and therefore wishes to request that the Mono County Finance Department perform an audit of the District consistent with the requirements of section 26909 of the California Government Code once every three years.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE WHEELER CREST COMMUNITY SERVICES DISTRICT RESOLVES, and formally requests, that the Mono County Finance Department replace the annual audit required by section 26909 of the Government Code with an audit to be performed once every three years provided that specific interval period for such audit continues to be the recommendation of the Mono County Finance Department.

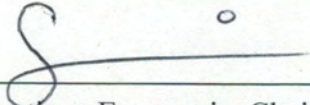
1 **PASSED, APPROVED AND ADOPTED** this 5th day of December 2019, by the
2 following vote, to wit:

3
4 **AYES:** Santiago Escruceria, Dulce Pascetti, Narciso Vargas

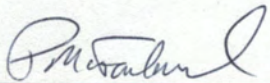
5
6 **NOES:**

7
8 **ABSENT:**

9
10 **ABSTAIN:**

11
12 
13 Santiago Escruceria, Chair
14 Lee Vining Fire Protection District
Board of Commissioners

15 **ATTEST**

16 
17

18 Paul McFarland
19 Board Secretary
20
21
22
23
24
25
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27
28
29
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31
32



R20-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS
APPROVING USE OF A THREE-YEAR AUDIT CYCLE FOR LEE VINING FIRE
PROTECTION DISTRICT IN LIEU OF AN ANNUAL AUDIT**

WHEREAS, paragraph (1) of subsection (a) of section 26909 of the California Government Code requires county auditors to either make or contract with a certified public accountant or public accountant to make an annual audit of the accounts and records of every special district within the county for which an audit by a certified public accountant or public accountant is not otherwise provided; and

WHEREAS, pursuant to paragraph (2) of subsection (b) of 26909 of the California Government Code, a special district may, upon the unanimous request of its governing board and with unanimous approval of the board of supervisors, replace the required annual audit with an audit conducted at specific intervals, as recommended by the county auditor, that shall be completed at least once every five years; and

WHEREAS, the Mono County Finance Department, the auditor for purpose of Section 26909 of the California Government Code, has recommended an audit of the District be performed every three years; and

WHEREAS, the Board of Directors of the Lee Vining Fire Protection District on December 5, 2019 unanimously passed a resolution requesting the change to a three year audit cycle; and

WHEREAS, the Mono County Board of Supervisors recognizes the cost savings and reduced administrative burdens to the Department of Finance and District of replacing the performance of an annual audit with an audit performed at less frequent specific intervals, in this case once every three years, and therefore wishes to approve that the Mono County Finance

1 Department arrange for audits of the District consistent with the requirements of section 26909
2 of the California Government Code once every three years.

3
4 **NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF**
5 **MONO RESOLVES** that the Mono County Finance Department replace the annual audit
6 required by section 26909 of the Government Code with an audit to be performed once every
7 three years starting with the three-year period beginning July 1, 2017 and ending June 30, 2020,
8 provided that specific interval period for such audit continues to be the recommendation of the
9 Mono County Finance Director.

10 **PASSED, APPROVED and ADOPTED** this 4th day of February 2020, by the following
11 vote, to wit:

12
13 **AYES:**

14 **NOES:**

15 **ABSENT:**

16 **ABSTAIN:**

17
18
19
20 _____
21 Stacy Corless, Chair
22 Mono County Board of Supervisors

23 **ATTEST:**

24 **APPROVED AS TO FORM:**

25
26 _____
27 Clerk of the Board

28
29 _____
30 County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Finance

TIME REQUIRED

PERSONS APPEARING BEFORE THE BOARD Janet Dutcher

SUBJECT Resolution Approving Use of a 5-year Audit Cycle for Mono County Resource Conservation District

AGENDA DESCRIPTION:

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

Proposed resolution approving the use of a five-year audit cycle for Mono County Resource Conservation District in lieu of an annual audit.

RECOMMENDED ACTION:

Approve Resolution R20-, approval of a change to a five-year audit cycle for Mono County RCD in lieu of an annual audit. Requires unanimous Board approval (5/5 vote).

FISCAL IMPACT:

Slight decrease in annual audit fees plus reduction in finance and special district personnel time and resources devoted to the audit process.

CONTACT NAME: Megan Mahaffey

PHONE/EMAIL: 760-924-1836 / mmahaffey@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff report
MCRCD Resolution
Resolution of the Mono County Board of Supervisors

History

Time

Who

Approval

1/28/2020 8:49 AM	County Administrative Office	Yes
1/28/2020 8:58 AM	County Counsel	Yes
1/28/2020 8:49 AM	Finance	Yes



DEPARTMENT OF FINANCE AUDITOR-CONTROLLER COUNTY OF MONO

Vacant
Assistant Finance Director
Auditor-Controller

Janet Dutcher, CPA, CGFM, MPA
Director of Finance

P.O. Box 556
Bridgeport, California 93517
(760) 932-5490
Fax (760) 932-5491

TO: Honorable Board of Supervisors

FROM: Janet Dutcher, Finance Director
Megan Mahaffey, Accountant

DATE: February 4, 2020

SUBJECT: Resolution approving use of a five-year audit cycle for Mono County Resource Conservation District (RCD) in lieu of an annual audit.

RECOMMENDATION:

Approve Resolution R20-____, approval of the change to a five-year audit cycle for Mono County RCD in lieu of an annual audit.

BACKGROUND:

California State law requires the County Auditor to contract with a CPA firm to perform an annual audit of a special district within the County, if the district does not do so on their own. Special District annual audits are required to be remitted to the California State Controller's Office within twelve months following the end of each fiscal year. Each year, the Finance Department engages one CPA audit firm to perform the required external audits of seventeen of our County's special districts. Each district pays for their audit and the County makes a set contribution towards each District's accounts to ease the cost burden of these audits to the District. Until now, all seventeen district audits were performed at the same time for each fiscal year. Currently, audits are being completed for the fiscal year ended June 30, 2017. On January 7, 2019 the board approved moving Wheeler Crest Community Service District to a three-year cycle based on California Government Code Section 26909 which specifies that "a special district may by unanimous request of the governing board of the special district, with unanimous approval of the board of supervisors, replace the annual audit with an audit conducted at specific intervals, as recommended by the County Auditor, that shall be completed at least once every five years."

The Finance Director recognizes the cost savings, reduced administrative burdens, and increased ability to meet statutory filing deadlines if the annual audit were replaced with an audit performed at less frequent specific intervals. And this is balanced against each District's volume and complexity of transactions and

activities that prudently might warrant performing audits at more frequent intervals or remaining on the standard annual audit cycle.

Concerning the seventeen special district audits, the Finance Director recommends the following changes the audit cycle frequencies:

SPECIAL DISTRICT	2018 REVENUES	AUDIT CYCLE FREQUENCY
ANTELOPE VALLEY WATER DISTRICT	\$2,475	5 YEAR
TRI-VALLEY GROUNDWATER MANAGEMENT DISTRICT	\$24,524	5 YEAR
MONO COUNTY RESOURCE CONSERVATION DISTRICT	\$2,467	5 YEAR
MONO CITY FIRE PROTECTION DISTRICT	\$35,142	3 YEAR
MAMMOTH LAKES COMMUNITY SERVICES DISTRICT	\$40,831	3 YEAR
LEE VINING FIRE PROTECTION DISTRICT	\$106,195	3 YEAR
WHEELER CREST COMMUNITY SERVICES DISTRICT	\$105,710	3 YEAR
WHITE MOUNTAIN FIRE PROTECTION DISTRICT	\$186,598	2 YEAR
LEE VINING PUBLIC UTILITY DISTRICT	\$188,235	2 YEAR
CHALFANT VALLEY FIRE PROTECTION DISTRICT	\$135,285	2 YEAR
PARADISE FIRE PROTECTION DISTRICT	*	1 YEAR
BIRCHIM COMMUNITY SERVICES DISTRICT	\$95,081	1 YEAR
WHEELER CREST FIRE PROTECTION DISTRICT	\$469,825	1 YEAR
ANTELOPE VALLEY FIRE PROTECTION DISTRICT	\$717,630	1 YEAR
JUNE LAKE FIRE PROTECTION DISTRICT	\$574,000	1 YEAR
MOSQUITO ABATEMENT DISTRICT	\$93,475	1 YEAR
LONG VALLEY FIRE PROTECTION DISTRICT	\$421,221	1 YEAR

* The District's transactions are not maintained in the Mono County Accounting System.

DISCUSSION:

The purpose of this agenda item is to seek approval by resolution to change the audit frequency cycle for Mono County RCD from annual to every five years.

The mission of the Mono County RCD is to develop and carry out programs for the conservation, protection and development of soil, water and related plant and animal resources within the District. The District is governed by a board of six directors. On January 8, 2020, the board of directors of the district unanimously passed a resolution requesting the change to a five-year audit cycle. A copy of that resolution is attached to this agenda item.

Pursuant to the requirements discussed above and per the attached resolution of the District's Board, the Finance Director recommends the use of a five-year audit starting with the five-year period beginning July 1, 2017 and ending June 30, 2022.

FISCAL IMPACT:

Slight decrease in annual audit fees plus reduction in finance and special district personnel time devoted to the audit process.

ATTACHMENTS:

1. Mono County Resource Conservation District Signed Resolution
2. Mono County Board of Supervisors draft Resolution

1 **RESOLUTION NO. 2020- ____**

2 **A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MONO COUNTY**
3 **RESOURCE CONSERVATION DISTRICT TO REPLACE THE ANNUAL AUDIT**
4 **REQUIRED BY GOVERNMENT CODE SECTION 26909 WITH**
5 **AN AUDIT TO BE PERFORMED EVERY FIVE YEARS**

6 **WHEREAS**, paragraph (1) of subsection (a) of section 26909 of the California
7 Government Code requires county auditors to either make or contract with a certified public
8 accountant or public accountant to make an annual audit of the accounts and records of every
9 special district within the county for which an audit by a certified public accountant or public
10 accountant is not otherwise provided; and

11 **WHEREAS**, pursuant to paragraph (2) of subsection (b) of 26909 of the California
12 Government Code, a special district may, upon the unanimous request of its governing board and
13 with unanimous approval of the board of supervisors, replace the required annual audit with an
14 audit conducted at specific intervals, as recommended by the county auditor, that shall be
15 completed at least once every five years; and

16 **WHEREAS**, the Mono County Finance Department, the auditor for purpose of Section
17 26909 of the California Government Code, has recommended an audit of the District be
18 performed every five years; and

19 **WHEREAS**, the Board of Directors of the Mono County Resource Conservation District
20 recognizes the cost savings and reduced administrative burdens to the District of replacing the
21 performance of an annual audit with an audit performed at less frequent specific intervals, in this
22 case once every five years, and therefore wishes to request that the Mono County Finance
23 Department perform an audit of the District consistent with the requirements of section 26909 of
24 the California Government Code once every five years.

25 **NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE MONO COUNTY**
26 **RESOURCE CONSERVATION DISTRICT RESOLVES**, and formally requests, that the
27 Mono County Finance Department replace the annual audit required by section 26909 of the
28 Government Code with an audit to be performed once every five years provided that specific
29 interval period for such audit continues to be the recommendation of the Mono County Finance
30 Department.
31
32

1 PASSED, APPROVED AND ADOPTED this 8th day of January 2020, by the following
2 vote, to wit:

3
4
5 AYES: KRISTIE NELSON, MARCUS BUNN, HAL CURTI

6 NOES:

7 ABSENT: JIM REID, DWAIN CHTICHTER

8
9 ABSTAIN:

10
11
12 

13 , Chair
14 Mono County Resource Conservation District
Board of Directors

15 ATTEST

16 HAL CURTI.

17
18 

19 Bruce Woodworth Secretary



R20-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS
APPROVING USE OF A FIVE-YEAR AUDIT CYCLE FOR MONO COUNTY
RESOURCE CONSERVATION DISTRICT IN LIEU OF AN ANNUAL AUDIT**

WHEREAS, paragraph (1) of subsection (a) of section 26909 of the California Government Code requires county auditors to either make or contract with a certified public accountant or public accountant to make an annual audit of the accounts and records of every special district within the county for which an audit by a certified public accountant or public accountant is not otherwise provided; and

WHEREAS, pursuant to paragraph (2) of subsection (b) of 26909 of the California Government Code, a special district may, upon the unanimous request of its governing board and with unanimous approval of the board of supervisors, replace the required annual audit with an audit conducted at specific intervals, as recommended by the county auditor, that shall be completed at least once every five years; and

WHEREAS, the Mono County Finance Department, the auditor for purpose of Section 26909 of the California Government Code, has recommended an audit of the District be performed every five years; and

WHEREAS, the Board of Directors of the Mono County Resource Conservation District on January 8, 2020 unanimously passed a resolution requesting the change to a five year audit cycle; and

WHEREAS, the Mono County Board of Supervisors recognizes the cost savings and reduced administrative burdens to the Department of Finance and District of replacing the performance of an annual audit with an audit performed at less frequent specific intervals, in this case once every five years, and therefore wishes to approve that the Mono County Finance

1 Department arrange for audits of the District consistent with the requirements of section 26909
2 of the California Government Code once every five years.

3
4 **NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF**
5 **MONO RESOLVES** that the Mono County Finance Department replace the annual audit
6 required by section 26909 of the Government Code with an audit to be performed once every
7 five years starting with the five-year period beginning July 1, 2017 and ending June 30, 2022,
8 provided that specific interval period for such audit continues to be the recommendation of the
9 Mono County Finance Director.

10 **PASSED, APPROVED and ADOPTED** this 4th day of February 2020, by the following
11 vote, to wit:

12
13 **AYES:**

14 **NOES:**

15 **ABSENT:**

16 **ABSTAIN:**

17
18
19
20 _____
21 Stacy Corless, Chair
22 Mono County Board of Supervisors

23 **ATTEST:**

24 **APPROVED AS TO FORM:**

25
26 _____
27 Clerk of the Board

28
29 _____
30 County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Community Development - Planning

TIME REQUIRED

SUBJECT June Lake Citizens Advisory
Committee Appointment

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Appoint Bob Marks to a four-year term on the June Lake Citizens Advisory Committee, expiring Dec. 31, 2024, as recommended by Supervisor Gardner.

RECOMMENDED ACTION:

Appoint Bob Marks to the June Lake Citizens Advisory Committee for a four-year term expiring Dec. 31, 2024.

FISCAL IMPACT:

None.

CONTACT NAME: Michael Draper

PHONE/EMAIL: 7609241805 / mdraper@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
staff report
Attachment A, application

History

Time	Who	Approval
1/29/2020 3:30 PM	County Administrative Office	Yes
1/28/2020 10:48 AM	County Counsel	Yes

1/30/2020 12:15 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 4, 2020

TO: Honorable Mono County Board of Supervisors
FROM: Michael Draper, Planning Analyst, for Bob Gardner, District 3 Supervisor
RE: June Lake Citizens Advisory Committee Appointments

RECOMENDATION

Appoint Bob Marks to a four-year term on the June Lake Citizens Advisory Committee, expiring Dec. 31, 2024, as recommended by Supervisor Gardner.

FISCAL IMPACT

No fiscal impacts are expected.

DISCUSSION

The June Lake Citizens Advisory Committee (JLCAC) may consist of up to 10 members and three seats are currently vacant. Since the last appointment of a member, two members resigned due to relocation. Supervisor Gardner recommends appointing Bob Marks to his first four-year term to fill one of the currently vacant seats. The application for the proposed member is attached and includes a statement of community interests. With the seat filled, the June Lake Citizens Advisory Committee will consist of 8 members. Terms last for four years and are staggered to facilitate smooth transitions. The following summarizes the status of appointments and CAC membership:

Proposed appointment for term expiring Dec. 31, 2024:

1. Bob Marks

Existing Members

2. David Rosky
3. John DeCoster
4. Julie Brown
5. Jora Fogg
6. Janet Hunt
7. Sarah Holston
8. Brian McKinney

Term Expires

12-31-20
12-31-20
12-31-22
12-31-22
12-31-22
12-31-22
12-31-22
12-31-23

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

This staff report has been reviewed by the Community Development Department Director.

ATTACHMENTS:

- Application for Bob Marks

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 Bob Marks

Address [REDACTED]

City/State/Zip June Lake, CA 93529

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

Email [REDACTED]

Occupation/Business Retired

Special interests or concerns about the community:

- Road maintenance
- Recreation (hiking, skiing, photography)
- history, archeology, water & water control
- Seasonal resident issues/interests
- Environmental protection and restoration

Signature Bob Marks Date 1/9/20



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Finance

TIME REQUIRED

SUBJECT Monthly Treasury Transaction Report

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Treasury Transaction Report for the month ending 12/31/2019.

RECOMMENDED ACTION:

Approve the Treasury Transaction Report for the month ending 12/31/2019.

FISCAL IMPACT:

None.

CONTACT NAME: Gerald Frank

PHONE/EMAIL: 7609325483 / gfrank@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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[Treasury Transaction Report for the month ending 12/31/2019](#)

History

Time	Who	Approval
1/24/2020 8:27 AM	County Administrative Office	Yes
1/23/2020 8:47 AM	County Counsel	Yes
1/21/2020 11:37 AM	Finance	Yes



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2019, End Date: 12/31/2019

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Buy Transactions									
Buy	12/12/2019	796720MG2	250,000.00	San Bernardino Community College District 2.044 8/	100.00	250,000.00	0.00	2.04	250,000.00
Subtotal			250,000.00			250,000.00	0.00		250,000.00
Deposit	12/2/2019	LAIF6000Q	4,500,000.00	Local Agency Investment Fund LGIP	100.00	4,500,000.00	0.00	0.00	4,500,000.00
Deposit	12/4/2019	LAIF6000Q	2,000,000.00	Local Agency Investment Fund LGIP	100.00	2,000,000.00	0.00	0.00	2,000,000.00
Deposit	12/5/2019	LAIF6000Q	2,000,000.00	Local Agency Investment Fund LGIP	100.00	2,000,000.00	0.00	0.00	2,000,000.00
Deposit	12/6/2019	LAIF6000Q	4,500,000.00	Local Agency Investment Fund LGIP	100.00	4,500,000.00	0.00	0.00	4,500,000.00
Deposit	12/10/2019	LAIF6000Q	4,000,000.00	Local Agency Investment Fund LGIP	100.00	4,000,000.00	0.00	0.00	4,000,000.00
Deposit	12/12/2019	LAIF6000Q	4,000,000.00	Local Agency Investment Fund LGIP	100.00	4,000,000.00	0.00	0.00	4,000,000.00
Deposit	12/17/2019	LAIF6000Q	1,000,000.00	Local Agency Investment Fund LGIP	100.00	1,000,000.00	0.00	0.00	1,000,000.00
Deposit	12/31/2019	FIT	1,000,000.00	Funds in Transit Cash	100.00	1,000,000.00	0.00	0.00	1,000,000.00
Deposit	12/31/2019	OAKVALLEY0670	0.04	Oak Valley Bank Cash	100.00	0.04	0.00	0.00	0.04
Deposit	12/31/2019	OAKVALLEY0670	8,720.25	Oak Valley Bank Cash	100.00	8,720.25	0.00	0.00	8,720.25
Deposit	12/31/2019	OAKVALLEY0670	31,952,530.67	Oak Valley Bank Cash	100.00	31,952,530.67	0.00	0.00	31,952,530.67
Subtotal			54,961,250.96			54,961,250.96	0.00		54,961,250.96
Total Buy Transactions			55,211,250.96			55,211,250.96	0.00		55,211,250.96
Sell Transactions									
Called	12/24/2019	90331HNB5	500,000.00	US Bank NA 2 1/24/2020-19	0.00	500,000.00	4,166.67	0.00	504,166.67
Subtotal			500,000.00			500,000.00	4,166.67		504,166.67
Matured	12/20/2019	313383FF3	1,000,000.00	FHLB 1.55 12/20/2019	0.00	1,000,000.00	0.00	0.00	1,000,000.00
Matured	12/31/2019	9128283N8	1,000,000.00	T-Note 1.875 12/31/2019	0.00	1,000,000.00	0.00	0.00	1,000,000.00
Subtotal			2,000,000.00			2,000,000.00	0.00		2,000,000.00
Withdraw	12/31/2019	OAKVALLEY0670	35,280,560.01	Oak Valley Bank Cash	0.00	35,280,560.01	0.00	0.00	35,280,560.01
Subtotal			35,280,560.01			35,280,560.01	0.00		35,280,560.01
Total Sell Transactions			37,780,560.01			37,780,560.01	4,166.67		37,784,726.68
Interest/Dividends									
Interest	12/1/2019	84485EAE7	0.00	Southwest Financial Federal CU 3.15 2/26/2021		0.00	644.67	0.00	644.67
Interest	12/1/2019	41987YAV8	0.00	Hawaiian Gardens Redev 2.714 12/1/2023		0.00	8,142.00	0.00	8,142.00



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2019, End Date: 12/31/2019

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Interest	12/1/2019	299547AQ2	0.00	Evansville Teachers Federal Credit Union 2.6 6/12/		0.00	532.11	0.00	532.11
Interest	12/1/2019	369674AX4	0.00	GE Credit Union 3 8/31/2020		0.00	613.97	0.00	613.97
Interest	12/1/2019	91435LAB3	0.00	University of Iowa Community Credit Union 3 4/28/2		0.00	604.11	0.00	604.11
Interest	12/1/2019	33651FAD1	0.00	First Source Federal Credit Union 1.95 3/26/2021		0.00	399.08	0.00	399.08
Interest	12/1/2019	378612AE5	0.00	City of Glendora CA POB 1.898 6/1/2024		0.00	2,267.06	0.00	2,267.06
Interest	12/1/2019	765761BH3	0.00	City of Ridgecrest California 5 6/1/2022		0.00	11,000.00	0.00	11,000.00
Interest	12/1/2019	499724AD4	0.00	Knox TVA Employee Credit Union 3.25 8/30/2023		0.00	654.45	0.00	654.45
Interest	12/3/2019	9497486Z5	0.00	WELLS FARGO BK NA SIOUXFALLS SD 1.6 8/3/2021		0.00	322.19	0.00	322.19
Interest	12/5/2019	31926GAL4	0.00	First Bank of Greenwich 3 11/8/2020		0.00	606.58	0.00	606.58
Interest	12/5/2019	32117BCX4	0.00	First National Bank Dama 2.8 5/5/2023		0.00	573.04	0.00	573.04
Interest	12/5/2019	981571CE0	0.00	Worlds Foremost Bk Sidney NE 1.75 5/5/2021		0.00	287.67	0.00	287.67
Interest	12/8/2019	29367SJQ8	0.00	Enterprise Bank & Trust 1.8 11/8/2024		0.00	368.38	0.00	368.38
Interest	12/8/2019	89579NCB7	0.00	Triad Bank/Frontenac MO 1.8 11/8/2024		0.00	368.38	0.00	368.38
Interest	12/9/2019	313383QR5	0.00	FHLB 3.25 6/9/2023		0.00	7,312.50	0.00	7,312.50
Interest	12/9/2019	59452WAE8	0.00	Michigan Legacy Credit Union 3.45 11/9/2023		0.00	706.07	0.00	706.07
Interest	12/10/2019	25460FCF1	0.00	Direct Federal Credit Union 3.5 9/11/2023		0.00	716.30	0.00	716.30
Interest	12/10/2019	59013JZP7	0.00	Merrick Bank 2.05 8/10/2022		0.00	412.81	0.00	412.81
Interest	12/11/2019	910160AR1	0.00	United Credit Union 1.9 1/11/2021		0.00	388.85	0.00	388.85
Interest	12/11/2019	20033APV2	0.00	COMENITY CAP BK SALT LAKE CITY UTAH 1.6 4/12/2021		0.00	322.19	0.00	322.19
Interest	12/12/2019	856487AM5	0.00	State Bank of Reeseville 2.6 4/12/2024		0.00	532.11	0.00	532.11
Interest	12/13/2019	66736ABP3	0.00	Northwest Bank 2.95 2/13/2024		0.00	603.74	0.00	603.74
Interest	12/13/2019	69417ACG2	0.00	Pacific Crest Savings Bank 2.85 3/13/2024		0.00	583.27	0.00	583.27
Interest	12/13/2019	15721UDA4	0.00	CF Bank 2 8/13/2024		0.00	409.32	0.00	409.32
Interest	12/14/2019	45581EAR2	0.00	Industrial and Commercial Bank of China USA, NA 2.		0.00	533.63	0.00	533.63
Interest	12/15/2019	20143PDV9	0.00	Commercial Bank Harrogate 3.4 11/15/2023		0.00	695.84	0.00	695.84
Interest	12/15/2019	55266CQE9	0.00	MB FINANCIAL BANK, NATIONAL ASSN 1.8 1/15/2021		0.00	362.47	0.00	362.47



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2019, End Date: 12/31/2019

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Interest	12/15/2019	17275RAX0	0.00	Cisco Systems Inc 2.45 6/15/2020-15		0.00	6,125.00	0.00	6,125.00
Interest	12/15/2019	061785DY4	0.00	Bank of Deerfield 2.85 2/15/2024		0.00	583.27	0.00	583.27
Interest	12/15/2019	3132X0BG5	0.00	FAMC 1.75 6/15/2020		0.00	1,968.75	0.00	1,968.75
Interest	12/15/2019	30257JAM7	0.00	FNB Bank Inc/Romney 3 1/16/2024		0.00	613.97	0.00	613.97
Interest	12/15/2019	62384RAF3	0.00	Mountain America Federal Credit Union 3 3/27/2023		0.00	604.11	0.00	604.11
Interest	12/16/2019	740367HP5	0.00	Preferred Bank LA Calif 2 8/16/2024		0.00	409.32	0.00	409.32
Interest	12/16/2019	33640VCF3	0.00	First Service Bank 3.3 5/16/2023		0.00	675.37	0.00	675.37
Interest	12/17/2019	855736DA9	0.00	STATE BK & TR CO DEFIANCE OHIO 1.6 2/17/2021		0.00	322.19	0.00	322.19
Interest	12/17/2019	219240BY3	0.00	Cornerstone Community Bank 2.6 5/17/2024		0.00	532.11	0.00	532.11
Interest	12/17/2019	50116CBE8	0.00	KS Statebank Manhattan KS 2.1 5/17/2022		0.00	422.88	0.00	422.88
Interest	12/18/2019	00257TBJ4	0.00	Abacus Federal Savings Bank 1.75 10/18/2024		0.00	358.15	0.00	358.15
Interest	12/18/2019	22766ABN4	0.00	Crossfirst Bank 2.05 8/18/2022		0.00	412.81	0.00	412.81
Interest	12/18/2019	48836LAF9	0.00	Kemba Financial Credit Union 1.75 10/18/2024		0.00	358.15	0.00	358.15
Interest	12/18/2019	59161YAA4	0.00	Metro Credit Union 2.95 7/17/2020		0.00	603.74	0.00	603.74
Interest	12/19/2019	909557HX1	0.00	United Bankers Bank 3 9/21/2020		0.00	613.97	0.00	613.97
Interest	12/19/2019	560507AJ4	0.00	Maine Savings Federal Credit Union 3.3 5/19/2023		0.00	675.37	0.00	675.37
Interest	12/19/2019	310567AB8	0.00	Farmers State Bank 2.35 9/19/2022		0.00	473.22	0.00	473.22
Interest	12/20/2019	50625LAK9	0.00	Lafayette Federal Credit Union 3.5 11/20/2023		0.00	716.30	0.00	716.30
Interest	12/20/2019	32112UCW9	0.00	First National Bank of McGregor 2.85 2/21/2024		0.00	583.27	0.00	583.27
Interest	12/20/2019	313383FF3	0.00	FHLB 1.55 12/20/2019		0.00	7,750.00	0.00	7,750.00
Interest	12/21/2019	49254FAC0	0.00	Keesler Federal Credit Union 3.1 12/21/2020		0.00	634.44	0.00	634.44
Interest	12/22/2019	061803AH5	0.00	Bank of Delight 2.85 2/22/2024		0.00	583.27	0.00	583.27
Interest	12/22/2019	90352RAC9	0.00	USAlliance Federal Credit Union 3 8/20/2021		0.00	604.11	0.00	604.11
Interest	12/22/2019	92535LCC6	0.00	Verus Bank of Commerce 2.8 2/22/2024		0.00	573.04	0.00	573.04
Interest	12/23/2019	938828BJ8	0.00	Washington Federal Bank 2.05 8/23/2024		0.00	419.55	0.00	419.55
Interest	12/23/2019	33766LAJ7	0.00	Firstier Bank 1.95 8/23/2024		0.00	399.08	0.00	399.08



Mono County Transaction Summary by Action Investment Portfolio

Begin Date: 11/30/2019, End Date: 12/31/2019

Action	Settlement Date	CUSIP	Face Amount / Shares	Description	Purchase Price	Principal	Interest / Dividends	YTM @ Cost	Total
Interest	12/24/2019	03753XBD1	0.00	Apex Bank 3.1 8/24/2023		0.00	624.25	0.00	624.25
Interest	12/24/2019	90348JEV8	0.00	UBS Bank USA 3.45 10/24/2023		0.00	706.07	0.00	706.07
Interest	12/25/2019	063907AA7	0.00	Bank of Botetourt 1.75 10/25/2024		0.00	358.15	0.00	358.15
Interest	12/25/2019	22230PBY5	0.00	Country Bank New York 3 1/25/2024		0.00	613.97	0.00	613.97
Interest	12/25/2019	330459BY3	0.00	FNB BANK INC 2 2/25/2022		0.00	402.74	0.00	402.74
Interest	12/26/2019	32065TAZ4	0.00	First Kentucky Bank Inc 2.55 4/26/2024		0.00	521.88	0.00	521.88
Interest	12/26/2019	56065GAG3	0.00	Mainstreet Bank 2.6 4/26/2024		0.00	532.11	0.00	532.11
Interest	12/27/2019	39115UBE2	0.00	Great Plains Bank 2.8 2/27/2024		0.00	573.04	0.00	573.04
Interest	12/28/2019	080515CH0	0.00	Belmont Savings Bank 2.7 2/28/2023		0.00	543.70	0.00	543.70
Interest	12/28/2019	3135G0H55	0.00	FNMA 1.875 12/28/2020		0.00	9,375.00	0.00	9,375.00
Interest	12/28/2019	59828PCA6	0.00	Midwest Bank of West IL 3.3 8/29/2022		0.00	675.37	0.00	675.37
Interest	12/29/2019	72247PAC0	0.00	Pine Bluff Cotton Belt FCU 2.8 8/31/2020		0.00	563.84	0.00	563.84
Interest	12/29/2019	01748DAX4	0.00	ALLEGIANCE BK TEX HOUSTON 2.15 9/29/2022		0.00	432.95	0.00	432.95
Interest	12/31/2019	710571DS6	0.00	Peoples Bank Newton NC 2 7/31/2024		0.00	422.96	0.00	422.96
Interest	12/31/2019	912828XY1	0.00	T-Note 2.5 6/30/2020		0.00	18,750.00	0.00	18,750.00
Interest	12/31/2019	LAIF6000Q	0.00	Local Agency Investment Fund LGIP		0.00	144,579.92	0.00	144,579.92
Interest	12/31/2019	9128283N8	0.00	T-Note 1.875 12/31/2019		0.00	9,375.00	0.00	9,375.00
Interest	12/31/2019	17286TAC9	0.00	Citadel Federal Credit Union 3 10/30/2020		0.00	613.97	0.00	613.97
Interest	12/31/2019	29278TCP3	0.00	Enerbank USA 3.2 8/30/2023		0.00	644.38	0.00	644.38
Interest	12/31/2019	67054NAM5	0.00	Numerica Credit Union 3.4 10/31/2023		0.00	719.03	0.00	719.03
Interest	12/31/2019	06426KAM0	0.00	Bank of New England 3.2 7/31/2023		0.00	671.30	0.00	671.30
Interest	12/31/2019	812541AA8	0.00	Seasons Federal Credit Union 3 10/30/2020		0.00	613.97	0.00	613.97
Interest	12/31/2019	OAKVALLEY0670	0.00	Oak Valley Bank Cash		0.00	0.04	0.00	0.04
Interest	12/31/2019	OAKVALLEY0670	0.00	Oak Valley Bank Cash		0.00	8,720.25	0.00	8,720.25
Subtotal			0.00			0.00	270,012.12		270,012.12
Total Interest/Dividends			0.00			0.00	270,012.12		270,012.12



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Finance

TIME REQUIRED

SUBJECT Quarterly Investment Report

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Investment Report for the Quarter ending 12/31/2019.

RECOMMENDED ACTION:

Approve the Investment Report for the Quarter ending 12/31/2019.

FISCAL IMPACT:

None.

CONTACT NAME: Gerald Frank

PHONE/EMAIL: 7609325483 / gfrank@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Investment Report for the Quarter ending 12/31/2019](#)

History

Time	Who	Approval
1/24/2020 8:27 AM	County Administrative Office	Yes
1/23/2020 8:49 AM	County Counsel	Yes
1/21/2020 11:39 AM	Finance	Yes



DEPARTMENT OF FINANCE

COUNTY OF MONO

Gerald A. Frank, CGIP
Assistant Finance Director
Treasurer-Tax Collector

Janet Dutcher, CPA, CGFM
Finance Director

Stephanie Butters
Assistant Finance Director
Auditor-Controller

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Date: February 4, 2020
To: Honorable Board of Supervisors
Treasury Oversight Committee
Treasury Pool Participants
From: Gerald Frank
Subject: Quarterly Investment Report

The Treasury Pool investment report for the quarter ended December 31, 2019 is attached pursuant to Government Code §53646(b) and includes the following reports:

- **Portfolio Holdings by Security Sector** - includes, among other information, the type of investment, issuer, date of maturity, par value, dollar amount invested in all securities and market value as calculated by Union Bank, in accordance with Government Code §53646(b)(1).
- **Distribution by Asset Category – Market Value** – Provides a graphic to make it easy to see the asset allocation by type of security.
- **Distribution by Maturity Range – Face Value** – Provides a bar graph to see the maturities of the various investments and gives the reader a sense of the liquidity of the portfolio.
- **Treasury Cash Balances as of the Last Day of the Most Recent 14 Months** – Shows growth in the current mix of cash and investments when compared to prior months and particularly the same time last year. Additionally, the section at the bottom shows maturity by month for all non-same day investments.
- **Mono County Treasury Pool Quarterly Yield Comparison** – Shows, at a glance, the county pool performance in comparison to two-year US Treasuries and the California Local Agency Investment Fund (LAIF).
- **Mono County Treasury Pool Participants** – Provides a graphic to make it easy to see the types of pool participants.

The County also has monetary assets held outside the County Treasury including:

- The Sheriff’s Department has two accounts: The Civil Trust Account and the Sheriff’s Revolving Fund. The balances in these accounts as of December 31, 2019 were \$32,129 and \$3,572 respectively.
- Mono County’s OPEB (Other Post Employment Benefit) trust fund with PARS had a balance of \$22,838,803 as of November 30, 2019. This is an irrevocable trust to mitigate the liability for the County’s obligation to pay for retiree health benefits.

The Treasury was in compliance with the Mono County Investment Policy on December 31, 2019.

Weighted Average Maturity (WAM) as of December 31, 2019 was 544 days.

It is anticipated that the County Treasury will be able to meet the liquidity requirements of its pooled participants for the next six months.

The investments are presented at fair market value in accordance with Government Accounting Standards Board (GASB) Statement No. 31, Accounting and Financial Reporting for Certain Investments and for External Pools. On the last day of the quarter, on a cost basis, the portfolio totaled \$131,191,364 and the market value was \$132,143,384 (calculated by Union Bank) or 100.73% of cost. Market value does not include accrued interest, which was \$405,287, on the last day of the quarter.

Investment Pool earnings are as shown below:

Quarter Ending	3/31/2019	6/30/2019	9/30/2019	12/31/2019
Average Daily Balance	\$113,596,251	\$120,917,140	\$103,873,589	\$114,540,862
Earned Interest (including accruals)	\$629,260	\$691,138	\$599,198	\$667,004
Earned Interest Rate	2.2466%	2.2926%	2.2886%	2.2478%
Number of Days in Quarter	90	91	92	92
Interest Received (net of amortized costs)	\$603,183	\$687,366	\$601,285	\$652,369
Administration Costs	\$19,093	\$11,283	\$ 9,904	\$12,416
Net Interest for Apportionment	\$584,090	\$676,083	\$591,381	\$639,953



Mono County Portfolio Holdings by Security Sector As of December 31, 2019

Description	CUSIP	Settlement Date	Cost Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
Cash												
Oak Valley Bank Cash	OAKVALLEY0670	02/28/2009	5,280,572.76	5,280,572.76	5,280,572.76	2.153	2.153	N/A	1	None		4.03
Sub Total / Average Cash			5,280,572.76	5,280,572.76	5,280,572.76	2.153	2.153		1		0.00	4.03
Funds In Transit												
Funds in Transit Cash	FIT	03/31/2018	1,000,000.00	1,000,000.00	1,000,000.00	0.000	0.000	N/A	1	None		0.76
Sub Total / Average Funds In Transit			1,000,000.00	1,000,000.00	1,000,000.00	0.000	0.000		1		0.00	0.76
Local Government Investment Pools												
Local Agency Investment Fund LGIP	LAIF6000Q	07/01/2014	44,630,401.11	44,630,401.11	44,630,401.11	2.043	2.043	N/A	1	NR		34.10
Sub Total / Average Local Government Investment Pools			44,630,401.11	44,630,401.11	44,630,401.11	2.043	2.043		1		0.00	34.10
Local Government Notes												
Hilton Creek Community Service District 3.3 7/15/2	LOANHCCSD	07/16/2018	81,277.17	81,277.17	81,277.17	3.300	3.300	07/15/2023	1,292	NR	1,241.87	0.06
Sub Total / Average Local Government Notes			81,277.17	81,277.17	81,277.17	3.300	3.300		1,292		1,241.87	0.06
CD Negotiable												
Abacus Federal Savings Bank 1.75 10/18/2024	00257TBJ4	10/18/2019	249,000.00	249,000.00	246,975.63	1.750	1.750	10/18/2024	1,753	None	155.20	0.19
ALLEGIANCE BK TEX HOUSTON 2.15 9/29/2022	01748DAX4	09/29/2017	245,000.00	245,000.00	247,312.80	2.150	2.150	09/29/2022	1,003	None	28.86	0.19
Ally Bank 1.9 8/22/2022	02007GLF8	09/18/2019	245,932.96	247,000.00	247,726.18	1.900	2.053	08/22/2022	965	None	1,684.34	0.19
American Express Bank, FSB 2.35 5/3/2022	02587CEM8	05/03/2017	245,000.00	245,000.00	247,513.70	2.350	2.350	05/03/2022	854	None	914.89	0.19
AMERICAN EXPRESS CENTURION BK 1.85 4/29/2020	02587DXK9	04/29/2015	245,000.00	245,000.00	245,274.40	1.850	1.850	04/29/2020	120	None	782.32	0.19
Apex Bank 3.1 8/24/2023	03753XBD1	08/24/2018	245,000.00	245,000.00	255,936.80	3.100	3.100	08/24/2023	1,332	None	145.66	0.19
Bank Hapoalim B.M. 3.5 11/14/2023	06251AV31	11/14/2018	245,000.00	245,000.00	260,163.05	3.500	3.500	11/14/2023	1,414	None	1,104.18	0.19
Bank of Baroda New York 3.3 9/28/2023	06062R4E9	11/19/2018	243,652.50	245,000.00	257,918.85	3.300	3.423	09/28/2023	1,367	None	2,082.16	0.19
Bank of Botetourt 1.75 10/25/2024	063907AA7	10/25/2019	249,000.00	249,000.00	246,943.26	1.750	1.750	10/25/2024	1,760	None	71.63	0.19
Bank of Deerfield 2.85 2/15/2024	061785DY4	02/15/2019	249,000.00	249,000.00	258,850.44	2.850	2.850	02/15/2024	1,507	None	311.08	0.19
Bank of Delight 2.85 2/22/2024	061803AH5	02/22/2019	249,000.00	249,000.00	258,875.34	2.850	2.850	02/22/2024	1,514	None	174.98	0.19
Bank of New England 3.2 7/31/2023	06426KAM0	08/09/2018	247,000.00	247,000.00	258,702.86	3.200	3.200	07/31/2023	1,308	None	0.00	0.19
Belmont Savings Bank 2.7 2/28/2023	080515CH0	02/28/2018	245,000.00	245,000.00	251,548.85	2.700	2.700	02/28/2023	1,155	None	54.37	0.19
BENEFICIAL BANK 2.15 10/18/2022	08173QBX3	10/18/2017	245,000.00	245,000.00	247,307.90	2.150	2.150	10/18/2022	1,022	None	1,067.93	0.19
BMW Bank North America 2.7 3/9/2022	05580ALT9	03/09/2018	245,000.00	245,000.00	250,071.50	2.700	2.700	03/09/2022	799	None	2,047.93	0.19
Caldwell Bank & Trust Company 1.95 8/19/2024	128829AE8	08/19/2019	247,000.00	247,000.00	247,442.13	1.950	1.950	08/19/2024	1,693	None	1,768.25	0.19
Capital One Bank USA NA 2 8/21/2024	14042TCB1	08/30/2019	245,000.00	245,000.00	245,972.65	2.000	2.000	08/21/2024	1,695	None	1,772.05	0.19
CAPITAL ONE, NATIONAL ASSOCIATION 1.7 10/5/2021	14042RCQ2	10/05/2016	245,000.00	245,000.00	243,941.60	1.700	1.700	10/05/2021	644	None	992.75	0.19
CF Bank 2 8/13/2024	15721UDA4	08/13/2019	249,000.00	249,000.00	250,018.41	2.000	2.000	08/13/2024	1,687	None	245.59	0.19
Citadel Federal Credit Union 3 10/30/2020	17286TAC9	10/30/2018	249,000.00	249,000.00	251,786.31	3.000	3.000	10/30/2020	304	None	0.00	0.19
COMENITY CAP BK SALT LAKE CITY UTAH 1.6 4/12/2021	20033APV2	04/11/2016	245,000.00	245,000.00	245,700.70	1.600	1.600	04/12/2021	468	None	214.79	0.19
Commercial Bank Harrogate 3.4 11/15/2023	20143PDV9	11/15/2018	249,000.00	249,000.00	263,541.60	3.400	3.400	11/15/2023	1,415	None	371.11	0.19
Commercial Savings Bank 1.8 10/18/2024	202291AG5	10/18/2019	247,000.00	247,000.00	245,557.52	1.800	1.800	10/18/2024	1,753	None	901.38	0.19
Community Credit Union of Lynn 3.1 11/30/2020	20369AAG5	11/30/2018	246,000.00	246,000.00	249,225.06	3.100	3.100	11/30/2020	335	None	647.69	0.19
Compass Bank 3.1 11/30/2020	20451PVY9	11/28/2018	246,000.00	246,000.00	249,225.06	3.100	3.100	11/30/2020	335	None	689.47	0.19
Congressional Bank 2.1 7/24/2024	20726ABD9	07/24/2019	247,000.00	247,000.00	249,134.08	2.100	2.100	07/24/2024	1,667	None	2,273.75	0.19
Cornerstone Community Bank 2.6 5/17/2024	219240BY3	05/17/2019	249,000.00	249,000.00	256,524.78	2.600	2.600	05/17/2024	1,599	None	248.32	0.19
Country Bank New York 3 1/25/2024	22230PBY5	01/25/2019	249,000.00	249,000.00	260,249.82	3.000	3.000	01/25/2024	1,486	None	122.79	0.19
Crossfirst Bank 2.05 8/18/2022	22766ABN4	08/18/2017	245,000.00	245,000.00	246,675.80	2.050	2.050	08/18/2022	961	None	178.88	0.19
Direct Federal Credit Union 3.5 9/11/2023	25460FCF1	12/10/2018	249,000.00	249,000.00	263,805.54	3.500	3.500	09/11/2023	1,350	None	501.41	0.19



Mono County

Portfolio Holdings by Security Sector

As of December 31, 2019

Description	CUSIP	Settlement Date	Cost Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
DISCOVER BK GREENWOOD DEL 1.9 5/6/2020	254672NC8	05/06/2015	245,000.00	245,000.00	245,203.35	1.900	1.900	05/06/2020	127	None	701.44	0.19
Dollar BK Fed Savings BK 2.9 4/13/2023	25665QAX3	04/13/2018	245,000.00	245,000.00	253,322.65	2.900	2.900	04/13/2023	1,199	None	1,537.79	0.19
Enerbank USA 3.2 8/30/2023	29278TCP3	08/31/2018	245,000.00	245,000.00	256,860.45	3.200	3.200	08/30/2023	1,338	None	0.00	0.19
Enterprise Bank & Trust 1.8 11/8/2024	29367SJK8	11/08/2019	249,000.00	249,000.00	247,456.20	1.800	1.800	11/08/2024	1,774	None	282.43	0.19
Evansville Teachers Federal Credit Union 2.6 6/12/	299547AQ2	06/12/2019	249,000.00	249,000.00	256,554.66	2.600	2.600	06/12/2024	1,625	None	532.11	0.19
Farmers State Bank 2.35 9/19/2022	310567AB8	01/19/2018	245,000.00	245,000.00	248,611.30	2.350	2.350	09/19/2022	993	None	189.29	0.19
First Bank of Greenwich 3 11/8/2020	31926GAL4	11/05/2018	246,000.00	246,000.00	248,787.18	3.000	3.000	11/08/2020	313	None	525.70	0.19
First Bank of Highland 2.2 8/9/2022	319141HD2	08/09/2017	245,000.00	245,000.00	247,604.35	2.200	2.200	08/09/2022	952	None	2,126.47	0.19
FIRST BUSINESS BK MADISON WIS 1.9 1/13/2021	31938QQ98	01/13/2016	245,000.00	245,000.00	245,592.90	1.900	1.900	01/13/2021	379	None	2,180.84	0.19
First Kentucky Bank Inc 2.55 4/26/2024	32065TAZ4	04/26/2019	249,000.00	249,000.00	255,979.47	2.550	2.550	04/26/2024	1,578	None	86.98	0.19
First Missouri State Bank 2.85 8/14/2023	32100LBY0	02/13/2019	246,000.00	246,000.00	254,720.70	2.850	2.850	08/14/2023	1,322	None	2,689.15	0.19
First National Bank Dama 2.8 5/5/2023	32117BCX4	03/05/2019	249,000.00	249,000.00	256,826.07	2.800	2.800	05/05/2023	1,221	None	496.64	0.19
First National Bank of McGregor 2.85 2/21/2024	32112UCW9	02/21/2019	249,000.00	249,000.00	258,870.36	2.850	2.850	02/21/2024	1,513	None	213.87	0.19
First Premier Bank 2.05 8/22/2022	33610RQY2	08/22/2017	245,000.00	245,000.00	246,666.00	2.050	2.050	08/22/2022	965	None	1,816.36	0.19
First Service Bank 3.3 5/16/2023	33640VCF3	11/16/2018	249,000.00	249,000.00	249,171.81	3.300	3.300	05/16/2023	1,232	None	337.68	0.19
First Source Federal Credit Union 1.95 3/26/2021	33651FAD1	10/08/2019	249,000.00	249,000.00	249,846.60	1.950	1.950	03/26/2021	451	None	399.08	0.19
Firster Bank 1.95 8/23/2024	33766LAJ7	08/23/2019	249,000.00	249,000.00	249,435.75	1.950	1.950	08/23/2024	1,697	None	106.42	0.19
FNB BANK INC 2 2/25/2022	330459BY3	08/25/2017	245,000.00	245,000.00	246,403.85	2.000	2.000	02/25/2022	787	None	80.55	0.19
FNB Bank Inc/Romney 3 1/16/2024	30257JAM7	01/16/2019	249,000.00	249,000.00	261,006.78	3.000	3.000	01/16/2024	1,477	None	327.45	0.19
Fulton Bank 2.85 3/7/2023	359899AE1	03/07/2019	245,000.00	245,000.00	252,702.80	2.850	2.850	03/07/2023	1,162	None	2,199.97	0.19
GE Credit Union 3 8/31/2020	369674AX4	08/31/2018	249,000.00	249,000.00	251,236.02	3.000	3.000	08/31/2020	244	None	613.97	0.19
GOLDMAN SACHS BK USA NEW YORK 1.9 4/22/2020	38148JRS2	05/05/2015	244,387.50	245,000.00	245,257.25	1.900	1.953	04/22/2020	113	None	892.74	0.19
Great Plains Bank 2.8 2/27/2024	39115UBE2	02/27/2019	249,000.00	249,000.00	258,392.28	2.800	2.800	02/27/2024	1,519	None	76.41	0.19
Healthcare Systems Federal Credit Union 3.2 1/18/2	42228LAC5	01/18/2019	245,000.00	245,000.00	254,929.85	3.200	3.200	01/18/2023	1,114	None	3,565.59	0.19
High Plains Bank 3 1/16/2024	42971GAA9	01/16/2019	245,000.00	245,000.00	255,988.25	3.000	3.000	01/16/2024	1,477	None	3,383.01	0.19
Home Savings Bank UT 2.85 2/12/2024	43733LBF3	02/12/2019	246,000.00	246,000.00	255,689.94	2.850	2.850	02/12/2024	1,504	None	2,708.36	0.19
Industrial and Commercial Bank of China USA, NA 2.	45581EAR2	02/14/2018	245,000.00	245,000.00	251,102.95	2.650	2.650	02/14/2023	1,141	None	302.39	0.19
Jefferson Financial Credit Union 3.35 10/19/2023	474067AQ8	10/19/2018	245,000.00	245,000.00	258,563.20	3.350	3.350	10/19/2023	1,388	None	1,641.50	0.19
Keesler Federal Credit Union 3.1 12/21/2020	49254FAC0	12/21/2018	249,000.00	249,000.00	252,466.08	3.100	3.100	12/21/2020	356	None	211.48	0.19
Kemba Financial Credit Union 1.75 10/18/2024	48836LAF9	10/18/2019	249,000.00	249,000.00	246,975.63	1.750	1.750	10/18/2024	1,753	None	155.20	0.19
Knox TVA Employee Credit Union 3.25 8/30/2023	499724AD4	08/30/2018	245,000.00	245,000.00	257,284.30	3.250	3.250	08/30/2023	1,338	None	654.45	0.19
KS Statebank Manhattan KS 2.1 5/17/2022	50116CBE8	11/17/2017	245,000.00	245,000.00	246,972.25	2.100	2.100	05/17/2022	868	None	197.34	0.19
Lafayette Federal Credit Union 3.5 11/20/2023	50625LAK9	11/20/2018	249,000.00	249,000.00	264,522.66	3.500	3.500	11/20/2023	1,420	None	262.64	0.19
LCA Bank Corporation 2.3 1/12/2022	501798LJ9	01/12/2018	245,000.00	245,000.00	247,851.80	2.300	2.300	01/12/2022	743	None	2,655.40	0.19
Lebanon Federal Credit Union 3.2 9/21/2023	52248LAA4	09/21/2018	245,000.00	245,000.00	256,978.05	3.200	3.200	09/21/2023	1,360	None	2,169.42	0.19
Maine Savings Federal Credit Union 3.3 5/19/2023	560507AJ4	10/19/2018	249,000.00	249,000.00	260,996.82	3.300	3.300	05/19/2023	1,235	None	270.15	0.19
Mainstreet Bank 2.6 4/26/2024	56065GAG3	04/26/2019	249,000.00	249,000.00	256,494.90	2.600	2.600	04/26/2024	1,578	None	88.68	0.19
MARLIN BUSINESS BANK 1.4 10/28/2020	57116AMW5	10/28/2016	245,000.00	245,000.00	244,211.10	1.400	1.400	10/28/2020	302	None	601.42	0.19
MB FINANCIAL BANK, NATIONAL ASSN 1.8 1/15/2021	55266CQE9	01/15/2016	245,000.00	245,000.00	246,741.95	1.800	1.800	01/15/2021	381	None	193.32	0.19
MEDALLION BANK 2.15 10/11/2022	58404DAP6	10/11/2017	245,000.00	245,000.00	247,305.45	2.150	2.150	10/11/2022	1,015	None	1,183.38	0.19
Mercantil Bank NA 1.9 3/2/2020	58733AEJ4	08/29/2017	245,000.00	245,000.00	245,112.70	1.900	1.900	03/02/2020	62	None	1,555.92	0.19
Merrick Bank 2.05 8/10/2022	59013JZP7	08/10/2017	245,000.00	245,000.00	246,675.80	2.050	2.050	08/10/2022	953	None	288.97	0.19
Metro Credit Union 2.95 7/17/2020	59161YAA4	01/18/2019	249,000.00	249,000.00	250,752.96	2.950	2.950	07/17/2020	199	None	261.62	0.19



Mono County Portfolio Holdings by Security Sector As of December 31, 2019

Description	CUSIP	Settlement Date	Cost Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
Michigan Legacy Credit Union 3.45 11/9/2023	59452WAE8	11/09/2018	249,000.00	249,000.00	263,947.47	3.450	3.450	11/09/2023	1,409	None	517.78	0.19
Midwest Bank of West IL 3.3 8/29/2022	59828PCA6	11/28/2018	249,000.00	249,000.00	258,790.68	3.300	3.300	08/29/2022	972	None	67.54	0.19
Morgan Stanley Bank 2.65 1/11/2023	61747MF63	01/11/2018	245,000.00	245,000.00	250,914.30	2.650	2.650	01/11/2023	1,107	None	3,077.27	0.19
Morgan Stanley Private Bank 3.55 11/8/2023	61760ARS0	11/08/2018	245,000.00	245,000.00	259,898.45	3.550	3.550	11/08/2023	1,408	None	1,262.92	0.19
Mountain America Federal Credit Union 3 3/27/2023	62384RAF3	03/27/2018	245,000.00	245,000.00	254,016.00	3.000	3.000	03/27/2023	1,182	None	322.19	0.19
Northland Area Federal Credit Union 2.6 2/13/2023	666496AB0	02/13/2018	245,000.00	245,000.00	250,708.50	2.600	2.600	02/13/2023	1,140	None	2,460.74	0.19
Northwest Bank 2.95 2/13/2024	66736ABP3	02/13/2019	249,000.00	249,000.00	259,831.50	2.950	2.950	02/13/2024	1,505	None	362.24	0.19
Numerica Credit Union 3.4 10/31/2023	67054NAM5	10/31/2018	249,000.00	249,000.00	263,404.65	3.400	3.400	10/31/2023	1,400	None	0.00	0.19
Pacific Crest Savings Bank 2.85 3/13/2024	69417ACG2	03/13/2019	249,000.00	249,000.00	258,947.55	2.850	2.850	03/13/2024	1,534	None	349.96	0.19
Peoples Bank Newton NC 2 7/31/2024	710571DS6	08/01/2019	248,253.00	249,000.00	250,053.27	2.000	2.063	07/31/2024	1,674	None	0.00	0.19
Pine Bluff Cotton Belt FCU 2.8 8/31/2020	72247PAC0	08/29/2018	245,000.00	245,000.00	246,874.25	2.800	2.800	08/31/2020	244	None	37.59	0.19
Plains Commerce Bank 2.6 5/10/2024	72651LCJ1	05/10/2019	245,000.00	245,000.00	252,367.15	2.600	2.600	05/10/2024	1,592	None	890.05	0.19
Preferred Bank LA Calif 2 8/16/2024	740367HP5	08/16/2019	249,000.00	249,000.00	250,008.45	2.000	2.000	08/16/2024	1,690	None	204.66	0.19
Raymond James Bank, NA 2 8/23/2024	75472RAE1	08/23/2019	247,000.00	247,000.00	247,975.65	2.000	2.000	08/23/2024	1,697	None	1,759.45	0.19
Sallie Mae Bank/Salt Lake 2.75 4/10/2024	7954502D6	04/10/2019	245,000.00	245,000.00	253,829.80	2.750	2.750	04/10/2024	1,562	None	1,513.63	0.19
Seasons Federal Credit Union 3 10/30/2020	812541AA8	10/30/2018	249,000.00	249,000.00	251,786.31	3.000	3.000	10/30/2020	304	None	0.00	0.19
Southwest Financial Federal CU 3.15 2/26/2021	84485EAE7	11/28/2018	249,000.00	249,000.00	253,218.06	3.150	3.150	02/26/2021	423	None	644.67	0.19
State Bank of India-Chicago IL 3.6 11/29/2023	856283G59	11/29/2018	245,000.00	245,000.00	261,238.60	3.600	3.600	11/29/2023	1,429	None	773.26	0.19
State Bank of Reeseville 2.6 4/12/2024	856487AM5	04/12/2019	249,000.00	249,000.00	256,474.98	2.600	2.600	04/12/2024	1,564	None	337.00	0.19
STATE BK & TR CO DEFIANCE OHIO 1.6 2/17/2021	855736DA9	02/17/2016	245,000.00	245,000.00	246,188.25	1.600	1.600	02/17/2021	414	None	150.36	0.19
SYNCHRONY BANK 2 3/20/2020	87164WGC6	03/20/2015	245,000.00	245,000.00	245,196.00	2.000	2.000	03/20/2020	80	None	1,369.32	0.19
Third Federal Savings & Loan 1.95 11/25/2024	88413QCK2	11/25/2019	245,000.00	245,000.00	245,122.50	1.950	1.950	11/25/2024	1,791	None	471.21	0.19
Triad Bank/Frontenac MO 1.8 11/8/2024	89579NCB7	11/08/2019	249,000.00	249,000.00	247,456.20	1.800	1.800	11/08/2024	1,774	None	282.43	0.19
UBS Bank USA 3.45 10/24/2023	90348JEV8	10/24/2018	249,000.00	249,000.00	263,795.58	3.450	3.450	10/24/2023	1,393	None	164.75	0.19
United Bankers Bank 3 9/21/2020	909557HX1	12/19/2018	249,000.00	249,000.00	251,425.26	3.000	3.000	09/21/2020	265	None	245.59	0.19
United Credit Union 1.9 1/11/2021	910160AR1	10/11/2019	249,000.00	249,000.00	249,605.07	1.900	1.900	01/11/2021	377	None	259.23	0.19
University of Iowa Community Credit Union 3 4/28/2	91435LAB3	04/30/2018	245,000.00	245,000.00	254,241.40	3.000	3.000	04/28/2023	1,214	None	604.11	0.19
USAlliance Federal Credit Union 3 8/20/2021	90352RAC9	08/22/2018	245,000.00	245,000.00	250,181.75	3.000	3.000	08/20/2021	598	None	181.23	0.19
Verus Bank of Commerce 2.8 2/22/2024	92535LCC6	02/22/2019	249,000.00	249,000.00	258,377.34	2.800	2.800	02/22/2024	1,514	None	171.91	0.19
Washington Federal Bank 2.05 8/23/2024	938828BJ8	08/23/2019	249,000.00	249,000.00	250,543.80	2.050	2.050	08/23/2024	1,697	None	111.88	0.19
WELLS FARGO BK NA SIOUXFALLS SD 1.6 8/3/2021	9497486Z5	08/03/2016	245,000.00	245,000.00	244,115.55	1.600	1.600	08/03/2021	581	None	300.71	0.19
WEX BANK 2 10/19/2020	92937CGB8	10/18/2017	245,000.00	245,000.00	245,681.10	2.000	2.000	10/19/2020	293	None	993.42	0.19
Worlds Foremost Bk Sidney NE 1.75 5/5/2021	981571CE0	05/05/2016	200,000.00	200,000.00	200,058.00	1.750	1.750	05/05/2021	491	None	249.32	0.15
Sub Total / Average CD Negotiable			26,110,225.96	26,114,000.00	26,680,321.46	2.561	2.565		1,094		82,453.76	19.95
Corporate Bonds												
Apple Inc 2.15 2/6/2022-15	037833AY6	10/20/2017	500,095.39	500,000.00	504,245.00	2.150	2.145	02/06/2022	768	Moody's-Aa1	4,240.28	0.38
Apple Inc 2.7 5/13/2022-15	037833BF6	11/13/2018	488,676.62	500,000.00	511,485.00	2.700	3.392	05/13/2022	864	Moody's-Aa1	1,800.00	0.38
Apple Inc. 3.45 5/6/2024-14	037833AS9	05/06/2019	514,690.00	500,000.00	531,020.00	3.450	2.816	05/06/2024	1,588	Moody's-Aa1	2,635.42	0.38
Bank of New York Mellon 2.1 10/24/2024	06406RAL1	10/24/2019	499,880.00	500,000.00	500,655.00	2.100	2.105	10/24/2024	1,759	Moody's-A1	1,954.17	0.38
Bank of New York Mellon 3.5 4/28/2023	06406RAG2	04/30/2018	500,250.92	500,000.00	524,575.00	3.500	3.489	04/28/2023	1,214	Moody's-A1	3,062.50	0.38
Berkshire Hathaway Inc 3.4 1/31/2022	084670BF4	04/25/2017	528,500.00	500,000.00	517,920.00	3.400	2.135	01/31/2022	762	Moody's-Aa2	7,083.33	0.38
Cisco Systems Inc 2.45 6/15/2020-15	17275RAX0	01/23/2018	501,300.00	500,000.00	501,480.00	2.450	2.337	06/15/2020	167	Moody's-A1	544.44	0.38
Colgate-Palmolive 2.25 11/15/2022-17	19416QEL0	11/15/2017	499,805.00	500,000.00	506,955.00	2.250	2.258	11/15/2022	1,050	Moody's-Aa3	1,437.50	0.38



Mono County Portfolio Holdings by Security Sector As of December 31, 2019

Description	CUSIP	Settlement Date	Cost Value	Face Amount/Shares	Market Value	Coupon Rate	YTM @ Cost	Maturity Date	Days To Maturity	Credit Rating 1	Accrued Interest	% of Portfolio
FFCB 2.35 1/17/2023	3133EH7F4	01/17/2018	999,770.00	1,000,000.00	1,021,340.00	2.350	2.355	01/17/2023	1,113	Moody's-Aaa	10,705.56	0.76
FFCB 2.7 4/11/2023	3133EJKN8	04/11/2018	999,196.41	1,000,000.00	1,033,940.00	2.700	2.717	04/11/2023	1,197	Moody's-Aaa	6,000.00	0.76
FFCB 2.8 3/30/2020	3133EJN62	11/08/2018	998,770.00	1,000,000.00	1,002,390.00	2.800	2.891	03/30/2020	90	Moody's-Aaa	7,000.00	0.76
FFCB 3.05 10/2/2023	3133EJD48	10/17/2018	996,674.50	1,000,000.00	1,051,170.00	3.050	3.123	10/02/2023	1,371	Moody's-Aaa	7,540.28	0.76
FFCB 3.17 1/26/2024	3133EJM48	02/04/2019	1,023,543.68	1,000,000.00	1,056,800.00	3.170	2.662	01/26/2024	1,487	Moody's-Aaa	13,648.61	0.76
FHLB 1.375 9/1/2020-16	3130A9AK7	09/28/2016	549,862.50	550,000.00	549,230.00	1.375	1.381	09/01/2020	245	Moody's-Aaa	2,520.83	0.42
FHLB 1.5 9/30/2021-16	3130A9MG3	11/04/2016	998,750.00	1,000,000.00	995,590.00	1.500	1.526	09/30/2021	639	Moody's-Aaa	3,750.00	0.76
FHLB 2 9/9/2022	313380GJ0	09/29/2017	1,002,290.00	1,000,000.00	1,010,920.00	2.000	1.951	09/09/2022	983	Moody's-Aaa	6,222.22	0.76
FHLB 2.43 7/23/2024-20	3130AGQ65	07/23/2019	1,000,000.00	1,000,000.00	1,000,060.00	2.430	2.430	07/23/2024	1,666	Moody's-Aaa	10,665.00	0.76
FHLB 3.25 6/9/2023	313383QR5	02/04/2019	461,340.00	450,000.00	474,138.00	3.250	2.632	06/09/2023	1,256	Moody's-Aaa	893.75	0.34
FHLMC 1.5 2/25/2021-16	3134GADG6	08/25/2016	1,250,000.00	1,250,000.00	1,250,137.50	1.500	1.500	02/25/2021	422	Moody's-Aaa	6,562.50	0.95
FHLMC 1.75 8/25/2021-16	3134G92E6	08/30/2016	1,000,000.00	1,000,000.00	996,460.00	1.750	1.750	08/25/2021	603	Moody's-Aaa	6,125.00	0.76
FHLMC 2.125 4/27/2022-17	3134GBKY7	04/27/2017	1,000,000.00	1,000,000.00	1,000,250.00	2.125	2.125	04/27/2022	848	Moody's-Aaa	3,777.78	0.76
FHLMC 2.375 1/13/2022	3137EADB2	01/13/2017	1,016,560.00	1,000,000.00	1,015,420.00	2.375	2.025	01/13/2022	744	Moody's-Aaa	11,083.33	0.76
FNMA 1.25 5/6/2021	3135G0K69	10/26/2016	747,270.00	750,000.00	746,467.50	1.250	1.333	05/06/2021	492	Moody's-Aaa	1,432.29	0.57
FNMA 1.3 1/28/2020-16	3136G3L52	07/28/2016	1,000,000.00	1,000,000.00	999,770.00	1.300	1.300	01/28/2020	28	Moody's-Aaa	5,525.00	0.76
FNMA 1.375 10/7/2021	3135G0Q89	10/26/2016	997,470.00	1,000,000.00	996,200.00	1.375	1.428	10/07/2021	646	Moody's-Aaa	3,208.33	0.76
FNMA 1.4 8/24/2020-17	3135G0N66	08/24/2016	999,900.00	1,000,000.00	998,250.00	1.400	1.402	08/24/2020	237	Moody's-Aaa	4,938.89	0.76
FNMA 1.45 1/27/2021-17	3136G3H81	07/27/2016	999,100.00	1,000,000.00	997,230.00	1.450	1.471	01/27/2021	393	Moody's-Aaa	6,202.78	0.76
FNMA 1.5 11/30/2020	3135G0F73	12/31/2015	983,000.00	1,000,000.00	999,650.00	1.500	1.863	11/30/2020	335	S&P-AA+	1,250.00	0.76
FNMA 1.5 5/25/2021-17	3136G4GG2	11/23/2016	1,000,000.00	1,000,000.00	996,500.00	1.500	1.500	05/25/2021	511	Moody's-Aaa	1,500.00	0.76
FNMA 1.5 5/28/2021-17	3136G33W3	08/30/2016	1,000,000.00	1,000,000.00	995,980.00	1.500	1.500	05/28/2021	514	Moody's-Aaa	1,375.00	0.76
FNMA 1.5 9/29/2020-17	3136G3VG7	01/04/2017	245,627.50	250,000.00	249,797.50	1.500	1.988	09/29/2020	273	Moody's-Aaa	958.33	0.19
FNMA 1.55 6/15/2020-16	3136G3CU7	03/15/2016	1,000,000.00	1,000,000.00	999,820.00	1.550	1.550	06/15/2020	167	Moody's-Aaa	4,563.89	0.76
FNMA 1.55 7/28/2021-16	3136G3C78	07/28/2016	1,000,000.00	1,000,000.00	997,440.00	1.550	1.550	07/28/2021	575	Moody's-Aaa	6,587.50	0.76
FNMA 1.6 10/28/2021-17	3136G4EU3	10/28/2016	999,200.00	1,000,000.00	998,330.00	1.600	1.617	10/28/2021	667	Moody's-Aaa	2,800.00	0.76
FNMA 1.625 1/21/2020	3135G0A78	06/24/2015	997,400.00	1,000,000.00	1,000,030.00	1.625	1.684	01/21/2020	21	Moody's-Aaa	7,222.22	0.76
FNMA 1.625 10/28/2021-17	3136G4EV1	10/28/2016	1,000,000.00	1,000,000.00	997,770.00	1.625	1.625	10/28/2021	667	Moody's-Aaa	2,843.75	0.76
FNMA 1.875 12/28/2020	3135G0H55	12/31/2015	1,000,000.00	1,000,000.00	1,002,440.00	1.875	1.875	12/28/2020	363	Moody's-Aaa	156.25	0.76
FNMA 2 10/5/2022	3135G0T78	10/06/2017	999,340.00	1,000,000.00	1,010,750.00	2.000	2.014	10/05/2022	1,009	Moody's-Aaa	4,777.78	0.76
FNMA 2.375 1/19/2023	3135G0T94	01/23/2018	994,410.00	1,000,000.00	1,022,580.00	2.375	2.495	01/19/2023	1,115	Moody's-Aaa	10,687.50	0.76
Sub Total / Average US Agency			33,470,942.09	33,475,000.00	33,684,881.00	1.871	1.876		689		174,219.38	25.57
US Treasury												
T-Note 2.5 6/30/2020	912828XY1	11/08/2018	1,490,156.25	1,500,000.00	1,506,330.00	2.500	2.911	06/30/2020	182	Moody's-Aaa	0.00	1.15
Sub Total / Average US Treasury			1,490,156.25	1,500,000.00	1,506,330.00	2.500	2.911		182		0.00	1.15
Total / Average			131,191,363.73	130,896,251.04	132,143,384.10	2.228	2.174		544		405,286.63	100.00



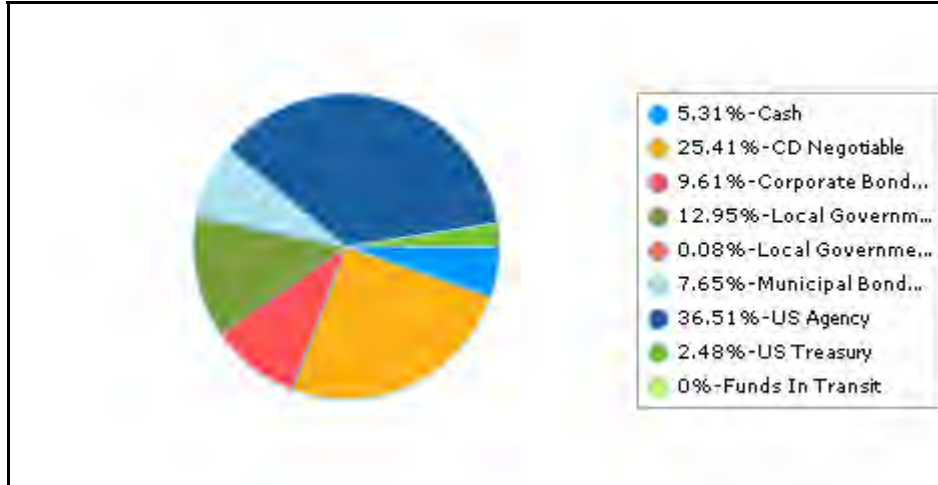
Mono County Distribution by Asset Category - Market Value Investment Portfolio

Begin Date: 9/30/2019, End Date: 12/31/2019

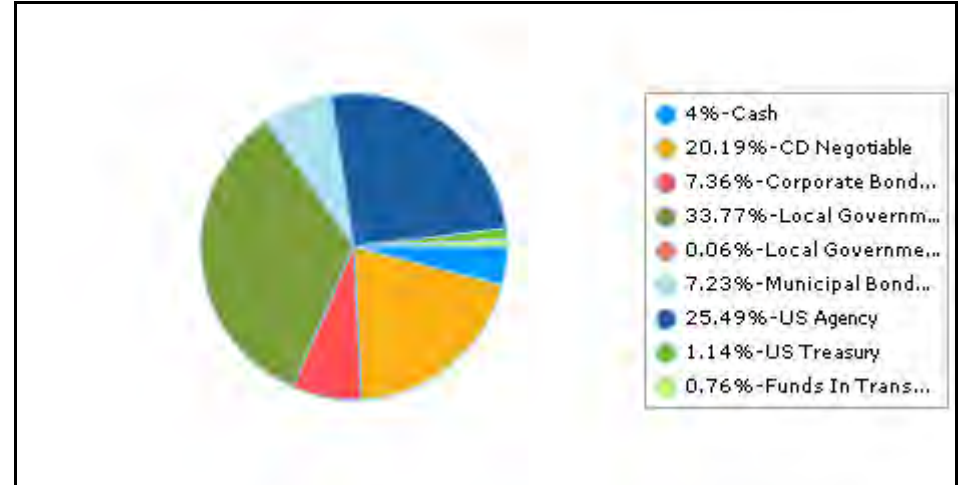
Asset Category Allocation

Asset Category	Market Value 9/30/2019	% of Portfolio 9/30/2019	Market Value 12/31/2019	% of Portfolio 12/31/2019
Cash	5,369,283.58	5.31	5,280,572.76	4.00
CD Negotiable	25,704,873.13	25.41	26,680,321.46	20.19
Corporate Bonds	9,726,345.00	9.61	9,725,880.00	7.36
Local Government Investment Pools	13,100,117.70	12.95	44,630,401.11	33.77
Local Government Notes	81,277.17	0.08	81,277.17	0.06
Municipal Bonds	7,744,164.90	7.65	9,553,720.60	7.23
US Agency	36,942,571.00	36.51	33,684,881.00	25.49
US Treasury	2,506,855.00	2.48	1,506,330.00	1.14
Funds In Transit	0.00	0.00	1,000,000.00	0.76
Total / Average	101,175,487.48	100.00	132,143,384.10	100.00

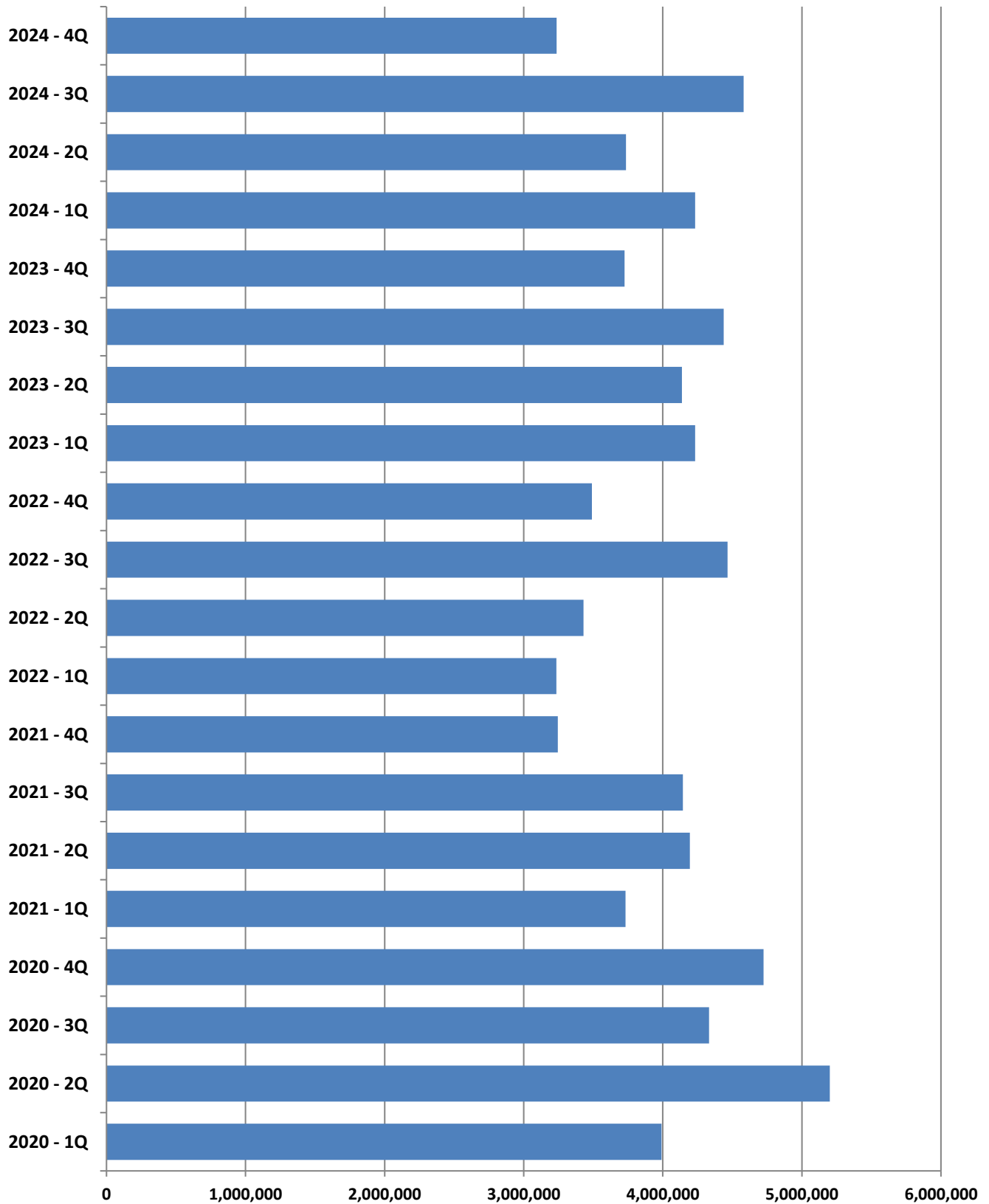
Portfolio Holdings as of 9/30/2019



Portfolio Holdings as of 12/31/2019

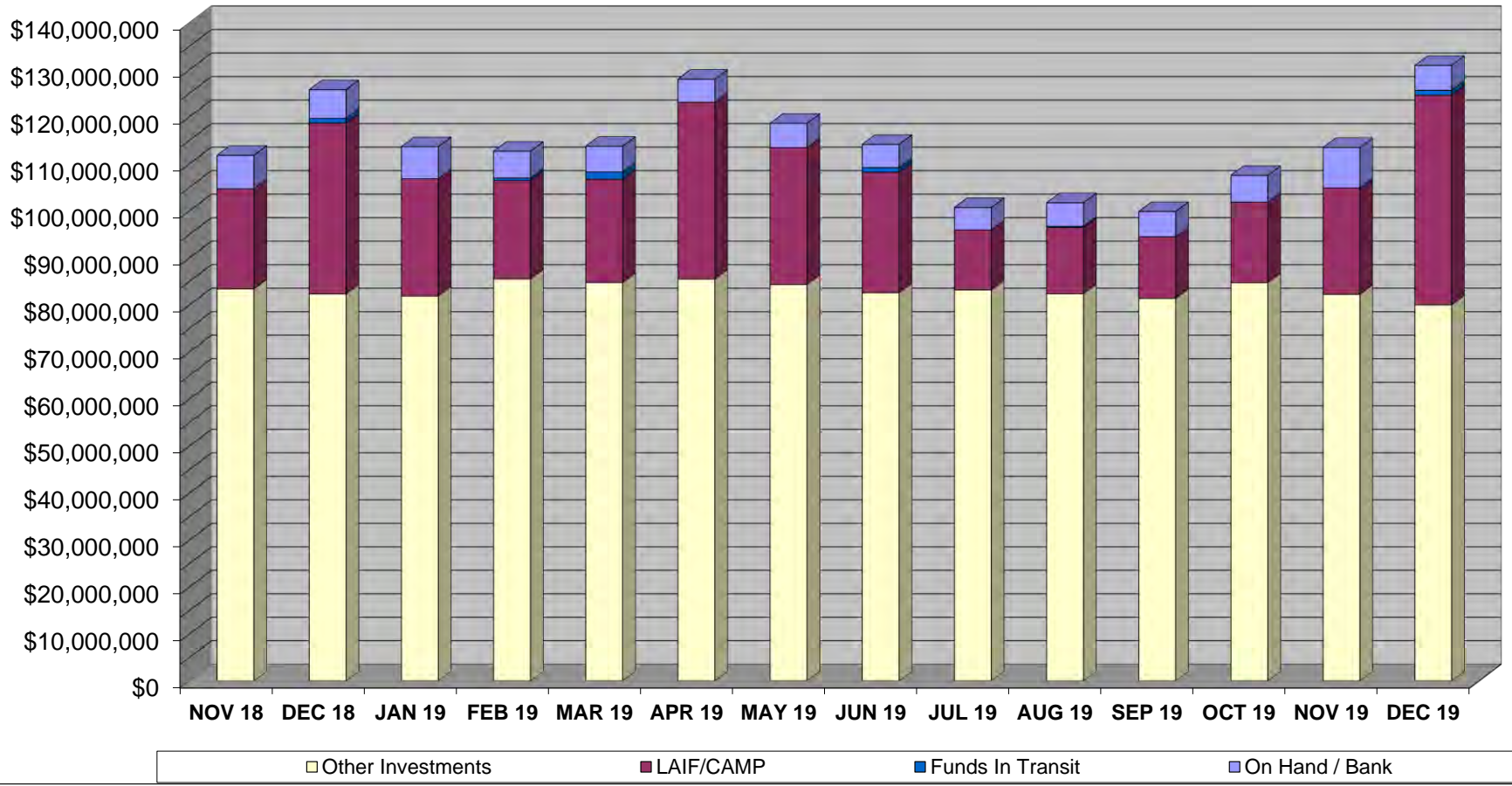


Maturity Distribution As of 12/31/2019



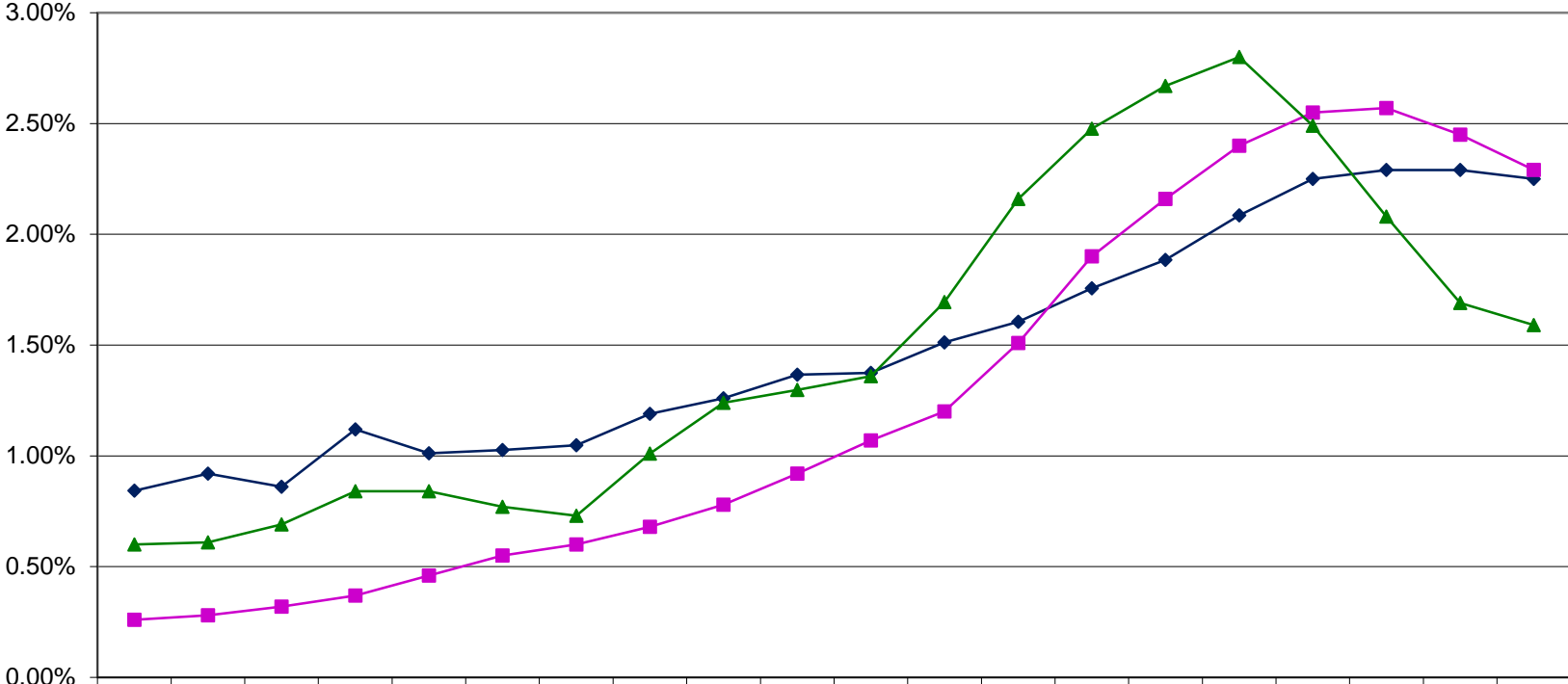
TREASURY CASH BALANCES AS OF THE LAST DAY OF THE MOST RECENT 14 MONTHS

	NOV 18	DEC 18	JAN 19	FEB 19	MAR 19	APR 19	MAY 19	JUN 19	JUL 19	AUG 19	SEP 19	OCT 19	NOV 19	DEC 19
On Hand / Bank	\$7,096,906	\$6,070,069	\$6,821,748	\$5,693,429	\$5,454,195	\$4,905,681	\$5,150,655	\$4,894,214	\$4,777,180	\$4,987,124	\$5,369,284	\$5,679,365	\$8,599,882	\$5,280,573
Funds In Transit		\$1,000,000		\$500,000	\$1,500,000			\$1,000,000		\$245,000				\$1,000,000
LAIF/CAMP	\$21,290,858	\$36,325,999	\$24,932,535	\$20,971,535	\$22,014,333	\$37,584,373	\$29,110,197	\$25,630,105	\$12,749,694	\$14,100,010	\$13,100,118	\$17,130,401	\$22,630,401	\$44,630,401
Other Investments	\$83,406,398	\$82,348,398	\$81,881,113	\$85,500,411	\$84,743,411	\$85,490,412	\$84,334,411	\$82,583,411	\$83,180,974	\$82,372,277	\$81,379,277	\$84,726,277	\$82,235,277	\$79,985,277
TOTAL	\$111,794,163	\$125,744,466	\$113,635,396	\$112,665,375	\$113,711,940	\$127,980,466	\$118,595,263	\$114,107,730	\$100,707,848	\$101,704,411	\$99,848,679	\$107,536,043	\$113,465,560	\$130,896,251



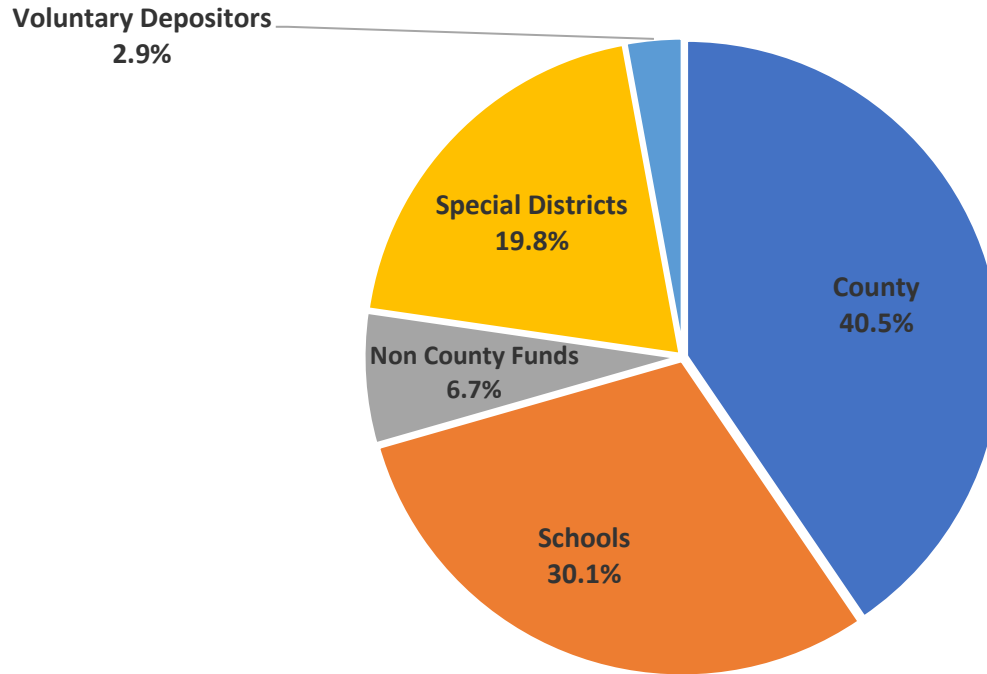
MATURITIES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
Calendar Year 2020	\$2,000,000.00		\$1,990,000.00	\$1,490,000.00	\$485,000.00	\$3,225,000.00	\$249,000.00	\$3,084,000.00	\$999,000.00	\$1,238,000.00	\$2,238,000.00	\$1,249,000.00	\$18,247,000.00
Calendar Year 2021	\$1,739,000.00	\$1,744,000.00	\$249,000.00	\$245,000.00	\$3,950,000.00		\$1,000,000.00	\$2,145,000.00	\$1,000,000.00	\$3,245,000.00			\$15,317,000.00
Calendar Year 2022	\$1,745,000.00	\$745,000.00	\$745,000.00	\$1,500,000.00	\$1,490,000.00	\$440,000.00		\$2,976,000.00	\$1,490,000.00	\$1,490,000.00	\$2,000,000.00		\$14,621,000.00
Calendar Year 2023	\$2,490,000.00	\$735,000.00	\$490,000.00	\$2,490,000.00	\$1,197,000.00	\$450,000.00	\$828,277.17	\$1,786,000.00	\$1,824,000.00	\$1,743,000.00	\$1,482,000.00	\$500,000.00	\$16,015,277.17
Calendar Year 2024	\$2,243,000.00	\$1,740,000.00	\$249,000.00	\$1,492,000.00	\$1,494,000.00	\$749,000.00	\$1,996,000.00	\$2,585,000.00		\$2,494,000.00	\$743,000.00		\$15,785,000.00
TOTAL													\$79,985,277.17

MONO COUNTY TREASURY POOL
 QUARTERLY YIELD COMPARISON



	3/31 2015	6/30 2015	9/30 2015	12/31 2015	3/31 2016	6/30 2016	9/30 2016	12/30 2016	3/31 2017	6/30 2017	9/30 2017	12/31 2017	3/31 2018	6/30 2018	9/30 2018	12/31 2018	3/31 2019	6/30 2019	9/30 2019	12/31 2019
—◆— COUNTY	0.84%	0.92%	0.86%	1.12%	1.01%	1.03%	1.05%	1.19%	1.26%	1.37%	1.38%	1.51%	1.60%	1.76%	1.89%	2.09%	2.25%	2.29%	2.29%	2.25%
—■— LAIF	0.26%	0.28%	0.32%	0.37%	0.46%	0.55%	0.60%	0.68%	0.78%	0.92%	1.07%	1.20%	1.51%	1.90%	2.16%	2.40%	2.55%	2.57%	2.45%	2.29%
—▲— 2YR TREAS	0.60%	0.61%	0.69%	0.84%	0.84%	0.77%	0.73%	1.01%	1.24%	1.30%	1.36%	1.69%	2.16%	2.48%	2.67%	2.80%	2.49%	2.08%	1.69%	1.59%

Investment Pool Participants as of 12/31/2019



The Pool is comprised of monies deposited by mandatory and voluntary participants. Mandatory participants include the County of Mono, School Districts, and Special Districts. Voluntary participants are those agencies that are not required to invest their monies in the County Pool and do so only as an investment option.

Districts Participating in Pool

Antelope Valley Fire Protection District, Antelope Valley Water District, Birchim Community Service District, Bridgeport Fire Protection District, Bridgeport Public Utility District, Chalfant Valley Fire Protection District, County Service Area #1, County Service Area #2, County Service Area #5, Hilton Creek Community Services District, June Lake Fire Protection District, Lee Vining Fire Protection District, Lee Vining Public Utility District, Long Valley Fire Protection District, Mammoth Community Service District, Mammoth Lakes Mosquito Abatement District, Mono City Fire Protection District, Mono County Resource Conservation District, Paradise Fire Protection District, Tri-Valley Ground Water Management District, Wheeler Crest Community Service District, Wheeler Crest Fire Protection District, White Mountain Fire Protection District.

Districts Not Participating in Pool

Inyo-Mono Resource Conservation District, June Lake Public Utility District, Mammoth Lakes Community Water District, Mammoth Lakes Fire Protection District, Southern Mono Healthcare District.



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Mono County Child Care Council

TIME REQUIRED

SUBJECT MCCCC Certification Statement
Board Signature Authorization

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

On January 14, 2020, the Mono County Child Care Council (MCCCC) sought authorization for the Board Chair to sign the Certification Statement Regarding Composition of LPC Membership after the approval of (re)appointments to the MCCCC. At that time, the incorrect Certification Statement had been attached to the agenda (the 2017-2018 Certification Statement). MCCCC is seeking approval of the 2019-2020 Certification Statement at this time.

RECOMMENDED ACTION:

Authorize the Board Chair to sign the Certification Statement Regarding Composition of LPC Membership.

FISCAL IMPACT:

None.

CONTACT NAME: Courtney Powell, Mono County Child Care Council Coordinator

PHONE/EMAIL: 760-934-0031 / cpowell@monocoe.org

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Certification Statement
<input type="checkbox"/> 2019-2020 Membership Contact

History

Time	Who	Approval
1/24/2020 8:27 AM	County Administrative Office	Yes

1/27/2020 11:48 AM

County Counsel

Yes

1/30/2020 12:18 PM

Finance

Yes

CERTIFICATION STATEMENT
REGARDING COMPOSITION OF LPC MEMBERSHIP

Return to:

California Department of Education
 Child Development Division
 Local Planning Council Consultant
 1430 N. Street, Suite 3410
 Sacramento, CA 95814

Due Date:

Annually on January 20

Please complete all information requested below:

County Name: Mono		County Coordinator Name and Telephone Number: Courtney Powell (760)934-0031 Ext.136
Membership Categories		
20% Consumers (Defined as a parent or person who receives, or who has received within the past 36 months, child care services.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Pam Heays	760-965-3603 (w) P.O. Box 1609 Mammoth Lakes, CA 93546	2.28.19 2 yrs
Vacant		
20% Child Care providers (Defined as a person who provides child care services or represents persons who provide child care services.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Julie Winslow	760-934-4700 (w); P.O. Box 9048 Mammoth Lakes, CA 93546	12.18.19 2 yrs
Vacant		
20% Public Agency Representative (Defined as a person who represents a city, county, or local education agency.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Jacinda Croissant	760-924-1842 (w); P.O. Box 3329 Mammoth Lakes, CA 93546	9.30.18 2 yrs
Molly DesBaillets	760-924-7626 (w) P.O. Box 130 Mammoth Lakes, CA 93546	10.31.18 2 yrs

Membership Categories		
20% Community Representative (Defined as a person who represents an agency or business that provides private funding for child care services, or who advocates for child care services through participation in civic or community-based organizations but is not a child care provider or CDE funded agency representative.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Sofia Flores	760-924-1740 (w) P.O. Box 2619 Mammoth Lakes, CA 93546	12.18.19 2 yrs
Annaliesa Calhoun	760-924-7626 (w) P.O. Box 130 Mammoth Lakes, CA 93546	3.31.18 2 yrs
20% Discretionary Appointees (Appointed from any of the above categories or outside of these categories at the discretion of the appointing agencies.)		
Name of Representative	Address/Telephone Number	Appointment Date and Duration
Brooke Bien	760-934-6802 x513 (w) P.O. Box 3509 Mammoth Lakes, CA 93546	8.14.19 2 yrs
Brittany Nelson	760-873-3001 (w) 180 E. Clarke Street Bishop, CA 93514	5.30.19 2 yrs

Authorized Signatures		
<p>We hereby verify as the authorized representatives of the county board of supervisors (CBS), the county superintendent of schools (CSS), and the Local Child Care and Development Planning Council (LPC) chairperson that as of _____, the above identified individuals meet the council representation categories as mandated in AB 1542 (Chapter 270, Statutes 1997; California <i>Education Code</i> Section 8499.3). Further, the CBS, CSS, and LPC chairperson verify that a good faith effort has been made by the appointing agencies to ensure that the ethnic, racial, and geographic composition of the LPC is reflective of the population of the county.</p>		
Authorized Representative - County Board of Supervisors	Telephone Number	Date
Authorized Representative - County Superintendent of Schools	Telephone Number	Date
Local Child Care Planning Council Chairperson	Telephone Number	Date



Membership 2019-2020

Consumers of Child Care	
<p style="text-align: center;">Pam Heays Town of Mammoth Lakes, Consumer of Child Care 760-965-3603 (w); 509-671-0785 (c) P.O. Box 1609 Mammoth Lakes, CA 93546 pkobylarz@townofmammothlakes.ca.gov Term ends: 2/28/21 MCOE</p>	<p>---VACANT---</p>
Child Care Providers	
<p>---VACANT---</p>	<p style="text-align: center;">Julie Winslow Mammoth Kids Corner 760-934-4700 (w); 541-326-7124 (c) P.O. Box 9048 Mammoth Lakes, CA 93546 juliemarieblack14@gmail.com Term ends: 12/18/21 Bd of Sups</p>
Public Agency Representatives	
<p style="text-align: center;">Jacinda Croissant Mono County Health Department 760-924-1842 (w); 720-220-2124 (c) P.O. Box 3329 Mammoth Lakes, CA 93546 jcroissant@mono.ca.gov Term ends: 9/30/20 MCOE</p>	<p style="text-align: center;">Molly DesBaillets (Chair) First 5 Mono County 760-924-7626 (w) P.O. Box 130 Mammoth Lakes, CA 93546 mdesbaillets@monocoe.org Term ends: 10/31/20 Bd of Sups</p>
Community Representative	
<p style="text-align: center;">Sofia Flores (Vice-Chair) Mono County Behavioral Health 760-924-1740 (w) P.O. Box 2619 Mammoth Lakes, CA 93546 sflores@mono.ca.gov Term ends: 12/18/21 MCOE</p>	<p style="text-align: center;">Annaliesa Calhoun (Secretary) First 5 Mono County 760-924-7626 (w) P.O. Box 130 Mammoth Lakes, CA 93546 acalhoun@monocoe.org Term ends: 3/31/20 MCOE</p>
Discretionary Appointees	
<p style="text-align: center;">Brooke Bien Mammoth Unified School District 760-934-6802 x513 (w); 760-914-2290 (c) P.O. Box 3509 Mammoth Lakes, CA 93546 bbien@mammothusd.org Term ends: 8/14/2021 MCOE</p>	<p style="text-align: center;">Brittany Nelson Inyo Mono Advocates for Community Action 760-873-3001 (w) 180 E. Clarke Street Bishop, CA 93514 bnelson@imaca.net Term ends: 5/30/2021 Bd of Sups</p>
LPC Coordinator	
<p>Courtney Powell Mono County Office of Education 760-934-0031 (w) 451 Sierra Park Rd., P.O. Box 130, Mammoth Lakes, Ca 93546 cpowell@monocoe.org</p>	



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Economic Development

TIME REQUIRED

SUBJECT Allocation List Amendment -
Economic Development

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Due to increased scope of work and job responsibilities of the Economic Development Assistant, the Economic Development department respectfully requests that the Allocated List of Positions be amended to eliminate one Fiscal Technical Specialist IV (Economic Development Assistant) position and add one Administrative Services Specialist (Economic Development Coordinator) position to the Economic Development department.

RECOMMENDED ACTION:

Adopt proposed resolution R20-___, Authorizing the County Administrative Officer to amend the County of Mono List of Allocated Positions to add one full-time Administrative Services Specialist (Economic Development Coordinator) position, and eliminate one full-time Fiscal Technical Specialist IV (Economic Development Assistant) position within the Economic Development department.

FISCAL IMPACT:

The annual increase in salary and benefits for the Administrative Services Specialist (Economic Development Coordinator) position is \$3,763 (salary: \$2,992 / benefits: \$771). For the remainder of FY 2019-20, the increase is \$1,254 for salary/benefits. This increase will be funded on an annual basis through savings in Professional & Specialized Services as a result of a reduced expenditure with the site selection vendor contract. There is no impact to the General Fund.

CONTACT NAME: Alicia Vennos

PHONE/EMAIL: 760-924-1743 / avennos@mono.ca.gov

SEND COPIES TO:

Alicia Vennos / avennos@mono.ca.gov

Dave Butters / dbutters@mono.ca.gov

Janet Dutcher / jdutcher@mono.ca.gov

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download

[Staff Report](#)

[Resolution](#)

History

Time	Who	Approval
1/29/2020 3:35 PM	County Administrative Office	Yes
1/29/2020 12:51 PM	County Counsel	Yes
1/30/2020 4:05 PM	Finance	Yes



STAFF REPORT

Mono County Board of Supervisors

Regular Meeting – February 4, 2020 Regular Meeting – February 4, 2020

SUBJECT: Allocation List Amendment - Economic Development

RECOMMENDATION: That the Board consider and potentially adopt proposed resolution R20-___, authorizing the County Administrative Officer to amend the County of Mono List of Allocated Positions to add one Administrative Services Specialist (Economic Development Coordinator) position and delete one Fiscal Technical Specialist IV (Economic Development Assistant) position within the Economic Development department.

BACKGROUND: Due to the expanded responsibilities of the Economic Development department and the increased scope of work and job responsibilities of the Economic Development Assistant, the Economic Development Department is requesting to add one Administrative Services Specialist position (with the new title of Economic Development Coordinator) to the Economic Development department and to delete one Fiscal Technical Specialist IV (Economic Development Assistant) position.

DISCUSSION: The employee is completing duties of an Administrative Services Specialist and elevated responsibilities have been added to the Fiscal Technical Specialist IV position thereby meeting the job description of the Administrative Services Specialist. The title of the position will change from Economic Development Assistant to Economic Development Coordinator. Specifically, the position has grown in scope, complexity and responsibility from clerical/administrative support to coordination of the department fiscal tasks for five budget units, design and implementation of Media/PR plan, prioritization and coordination of familiarization visits, creation of stakeholder/visitor communications, creation/administration of website content, tradeshow scheduling and coordination, as well as taking the lead on coordination and administration of the Community Grant programs -- including two additional grant programs, previously managed by another department.

The position requires the ability to represent Mono County in a high-level professional capacity; currently the employee acts on behalf of the County on the Board of the Yosemite Gateway Partners, as well as with the Public Information Officer regional group, and Eastern Sierra Sustainable Recreation Partners initiative. A broad, specialized range of highly developed skill sets to market, promote and work within the travel/tourism, film and small business development realms is required. As the face of Mono County, errors of judgment made by this position can have significant negative impacts on the image and reputation of Mono County as a desired place to visit and do business.

FISCAL IMPACT: The annual increase in salary and benefits for the Administrative Services Specialist (Economic Development Coordinator) position is \$3,763 (salary: \$2,992 / benefits: \$771). For the remainder of FY 2019-20, the increase is \$1,254 for salary/benefits. This increase will be funded on an annual basis through savings in Professional & Specialized Services as a result of a reduced expenditure with the site selection vendor contract. There is no impact to the General Fund.



R20-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS AUTHORIZING THE COUNTY ADMINISTRATIVE
OFFICER TO AMEND THE COUNTY OF MONO LIST OF ALLOCATED POSITIONS
TO ELIMINATE ONE FISCAL AND TECHNICAL SPECIALIST IV AND ADD ONE
ADMINISTRATIVE SERVICES SPECIALIST I IN THE DEPARTMENT OF
ECONOMIC DEVELOPMENT**

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 and implements 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 possible, which at times requires the modification of the job classifications on the Allocation List; and

WHEREAS, it is currently necessary to amend the Allocation List as part of maintaining proper accounting for hiring employees to perform public services;

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1 **NOW, THEREFORE, THE BOARD OF SUPERVISORS OF THE COUNTY OF**
2 **MONO RESOLVES** that the County Administrative Officer is authorized to amend the County
3 of Mono List of Allocated Positions to reflect the following changes:

4 Remove the allocation of one (1) full-time permanent Fiscal Technical Specialist IV
5 (“Economic Development Assistant”) (new total 0) (salary range \$4,067 - \$4,944 per
6 month).

7 Add the allocation of one (1) full-time permanent Administration Services Specialist
8 (“Economic Development Coordinator”) (new total 1) (salary range \$4,717 - \$5,734 per
9 month).

10 **PASSED, APPROVED and ADOPTED** this 4th day of February, 2020, by the following
11 vote, to wit:

12 **AYES:**

13 **NOES:**

14 **ABSENT:**

15 **ABSTAIN:**

16
17
18
19 _____
20 Stacy Corless, Chair
21 Mono County Board of Supervisors

22 **ATTEST:**

23 **APPROVED AS TO FORM:**

24
25 _____
26 Clerk of the Board

27 _____
28 County Counsel



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

TIME REQUIRED

SUBJECT

MBK Engineers Letter to California
DWR re: Walker River Irrigation
Districts Petitions for Change

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

A letter from MBK Engineers to the California State Water Resources Control Board Division of Water Rights regarding Walker River Irrigation District petitions for changing involving water transfers and instream flow dedication.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Letter

History

Time	Who	Approval
1/29/2020 3:33 PM	County Administrative Office	Yes
1/29/2020 12:53 PM	County Counsel	Yes
1/28/2020 5:41 PM	Finance	Yes



Water Resources • Flood Control • Water Rights

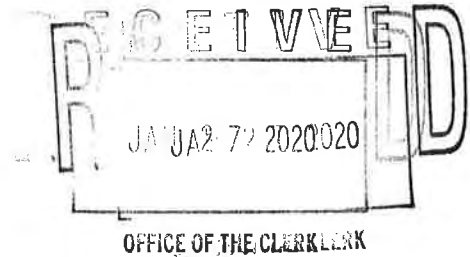
GILBERT COSIO, JR., P.E.
MARC VAN CAMP, P.E.
WALTER BOUREZ, III, P.E.
RIC REINHARDT, P.E.
DON TRIEU, P.E.
DARRIN CORDOVA, P.E.
NATHAN HERSHEY, P.E., P.L.S.
LEE G. BERGFELD, P.E.
BEN TUSTISON, P.E.
THOMAS ENGLER, P.E., CFM
MICHAEL MONCRIEF, P.E.

ANGUS NORMAN MURRAY
1913-1985

CONSULTANTS
JOSEPH I. BURNS, P.E.
DONALD E. KIENLEN, P.E.

January 16, 2020

Mr. Erik Ekdahl, Deputy Director
Division of Water Rights
State Water Resources Control Board
P.O. Box 2000
Sacramento, CA 95812-2000



Subject: Walker River Irrigation District Petitions for Change Involving Water Transfers and Instream Flow Dedication

Dear Mr. Ekdahl:

Enclosed are the following documents relative to Petitions for Change Involving Water Transfers and Instream Flow Dedication (collectively, Petitions) under Walker River Irrigation District's (District) Licenses 6000 and 9407 (Applications 2221 and 1389, respectively):

1. Petition to License 6000 with Attachment and Exhibits (one original and one copy).
2. Petition to License 9407 with Attachment and Exhibits (one original and one copy).
3. Environmental Information Form with Attachment (one original and one copy per Petition).
4. Check payable to the State Water Resources Control Board in the amount of \$28,990 to cover the Division of Water Rights' (Division) fees associated with the Petitions.
5. Check payable to the Department of Fish and Wildlife (DFW) in the amount of \$850 to cover the fees associated with this project.

The District is petitioning to temporarily include additional places of use and an additional purpose of use to its Licenses 6000 and 9407 in order to transfer up to a total of 25,000 AF for instream flow dedication to assist with increasing the flows into Walker Lake for environmental restoration in the Walker River Basin. The Petitions identify the proposed transfer and instream flow dedication is for a period of up to one year following approval of the Petitions.

Enclosed is a consolidated Environmental Information Form to address the questions and provide the relevant information associated with the Petitions. Time is of the essence to process these Petitions for the implementation of the proposed temporary transfer and instream flow dedication; and we appreciate your attention to these Petitions.

As identified above, enclosed is a check in the amount of \$850, payable to the DFW to cover the relevant fee associated with these Petitions. This single filing fee to DFW is consistent with Public Resources Code Section 10005(e) for a single project.

Please call if you have any questions or require additional information.

Sincerely,
MBK Engineers



Darren B. Cordova

DC/kk

5280.2/DRAFT ERIK EKDAHL 01.16.2020

Enclosures

cc: Bert Bryan, Walker River Irrigation District
Gordon DePaoli, Attorney for Walker River Irrigation District
Dale Ferguson, Attorney for Walker River Irrigation District
Kathryn Gaffney, Division of Water Rights
Jeff Brandt, Department of Fish and Wildlife (via certified mail)
Steve Parmenter, Department of Fish and Wildlife (via certified mail)
Patty Kouyoumdjian, Regional Water Quality Control Board (via certified mail)
Board of Supervisors, County of Mono (via certified mail)
Board of Commissioners, Douglas County (via certified mail)
Board of Commissioners, Lyon County (via certified mail)
Board of Commissioners, Mineral County (via certified mail)

Please indicate County where your project is located here:

Mono County

MAIL FORM AND ATTACHMENTS TO:
State Water Resources Control Board
DIVISION OF WATER RIGHTS
P.O. Box 2000, Sacramento, CA 95812-2000
Tel: (916) 341-5300 Fax: (916) 341-5400
http://www.waterboards.ca.gov/waterrights

PETITION FOR CHANGE INVOLVING WATER TRANSFERS

Separate petitions are required for each water right. Mark all areas that apply to your proposed change(s). Incomplete forms may not be accepted. Location and area information must be provided on maps in accordance with established requirements. (Cal. Code Regs., tit. 23, § 715 et seq.) Provide attachments if necessary.

- Point of Diversion, Point of Rediversion, Place of Use, Purpose of Use, Temporary Urgency, Temporary Change, Long-term Transfer, Instream Flow Dedication

Application 2221 Permit 2537 License 6000 Statement

I (we) hereby petition for change(s) noted above and described as follows:

Point of Diversion or Rediversion - Provide source name and identify points using both Public Land Survey System descriptions to 1/4-1/4 level and California Coordinate System (NAD 83).

Present: See Attachment No. 1
Proposed: No Change Requested

Place of Use - Identify area using Public Land Survey System descriptions to 1/4-1/4 level; for irrigation, list number of acres irrigated.

Present: See Attachment No. 1
Proposed: See Attachment No. 1

Purpose of Use

Present: See Attachment No. 1
Proposed: See Attachment No. 1

Instream Flow Dedication - Provide source name and identify points using both Public Land Survey System descriptions to 1/4-1/4 level and California Coordinate System (NAD 83).

Upstream Location: See Attachment No. 1
Downstream Location: See Attachment No. 1

List the quantities dedicated to instream flow in either: cubic feet per second or gallons per day:

Table with columns for months (Jan-Dec) and a row for 'See Attachment No. 1'.

Will the dedicated flow be diverted for consumptive use at a downstream location? Yes No
If yes, provide the source name, location coordinates, and the quantities of flow that will be diverted from the stream.

Proposed New User(s)

Provide the names, addresses, and phone numbers for all proposed new user(s) of the water right.

Not Applicable

Amount of Water to be Transferred

acre-feet will be transferred. If the basis of right is direct diversion, the average rate of diversion for the maximum 30-day period of use is cubic feet per second or million gallons per day.

General Information – Provide the following information, if applicable to your proposed change(s).

Have you attached an analysis which documents that the amount of water to be transferred or exchanged would have been consumptively used or stored in the absence of the proposed temporary change or long-term transfer? Yes No

Have you attached an analysis of any changes to streamflow, water quality, timing of diversion or use, return flows, or effects on legal users from the proposed temporary change or long-term transfer? Yes No

Have you attached an analysis that shows the proposed temporary change or long-term transfer will not unreasonably affect fish, wildlife, or other instream beneficial uses? Yes No

I (we) have access to the proposed point of diversion or control the proposed place of use by virtue of:
 ownership lease verbal agreement written agreement

If by lease or agreement, state name and address of person(s) from whom access has been obtained.

Not applicable. This Petition involves a proposed water transfer for dedication to instream flow. There is no proposed point of diversion and the proposed place of use includes the East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake.

Give name and address of any person(s) taking water from the stream between the present point of diversion or rediversion and the proposed point of diversion or rediversion, as well as any other person(s) known to you who may be affected by the proposed change.

There is no proposed change to the present point of diversion. We believe that no water user will be affected by the proposed change. Water users include those within the Walker River Irrigation District, the Walker River Paiute Tribe, U.S. Bureau of Indian Affairs, and the Nevada Department of Wildlife. Also, see files at the Division of Water Rights, State Water Resources Control Board and files with the Nevada State Engineer.

All Right Holders Must Sign Below: I (we) declare under penalty of perjury that this involves only the amount of water which would have been consumptively used or stored in the absence of the proposed temporary change, and that the above is true and correct to the best of my (our) knowledge and belief.

Dated at


Right Holder or Authorized Agent Signature

Right Holder or Authorized Agent Signature

NOTE: All petitions must be accompanied by:
(1) the form Environmental Information for Petitions, available at:
http://www.waterboards.ca.gov/waterrights/publications_forms/forms/docs/pet_info.pdf
(2) Division of Water Rights fee, per the Water Rights Fee Schedule, available at:
http://www.waterboards.ca.gov/waterrights/water_issues/programs/fees/
(3) Department of Fish and Wildlife fee of \$850 (Pub. Resources Code, § 10005)

Attachment No. 1
to Petition for Temporary Transfer and Instream Flow Dedication
License 6000 (Application 2221)
held by Walker River Irrigation District

PURPOSE OF PETITION

Walker River Irrigation District (District) is filing this Petition for Temporary Transfer and Instream Flow Dedication (Petition) to its License 6000 (Application 2221) in order to assist with increasing the flow into Walker Lake for environmental restoration in the Walker River Basin as provided in Public Law 111-85, which established the Walker River Restoration Program. In 2019, the District implemented an initial demonstration effort involving releases of water under License 6000, which increased flows into Walker Lake. Throughout the development and implementation of the initial demonstration, the District engaged stakeholders in order to solicit input, which assisted to develop a robust plan, while providing opportunities to adjust to additional information or changed circumstances. Overall, the releases during 2019 were successful and met all of the terms and conditions contained in the Division of Water Rights' (Division) Order, dated February 21, 2014 (Order), and the State Water Resources Control Board's (State Water Board) Order WR 2014-0020-EXEC (Amended Order), dated May 16, 2014. For reference, Exhibit A to this Petition is an excerpt of the Order identifying the terms and conditions; and Exhibit B to this Petition is an excerpt of the Amended Order identifying the amended terms and conditions. As indicated further below for the proposed releases during the second demonstration effort, the District anticipates similar terms and conditions to those that were included in the Order and the Amended Order.

The purpose of this Petition is to: (1) add to the existing place of use covered under License 6000 by including the West Walker River from Topaz Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, and (2) add Fish and Wildlife Preservation and Enhancement as an additional purpose of use for instream dedication to Walker Lake involving surface water that was previously stored or would have otherwise been held in storage at Topaz Reservoir absent the proposed transfer, some or all of which would have been released for irrigation purposes within the District. The release plan, which is discussed further below, will describe the proposed schedule and volume of releases to be made from each reservoir during the period of April 1 through October 31, which is generally the irrigation season. The releases by the District for the proposed temporary water transfer would occur during a period of up to one year following final approval by the State Water Board, the Federal District Court, and the Nevada State Engineer (NSE), which is discussed further below. It is the goal of the District for the second demonstration to occur in 2020; however, this will depend upon final approval and other factors such as hydrologic conditions.

The District has an agreement with the National Fish and Wildlife Foundation (NFWF), predecessor to the Walker Basin Conservancy (WBC), to administer and manage a "Stored Water Program" in the Walker River Basin. The purpose of the Stored Water Program is to release surface water from Topaz Reservoir for instream dedication to and including Walker Lake. In addition, the Stored Water Program involves releases of surface water by the District from Bridgeport Reservoir under its License 9407 (Application 1389). For this purpose, the District is filing a separate petition for temporary water transfer and instream flow dedication to

its License 9407. Combined, the two petitions are limited to a total of 25,000 AF released from Bridgeport Reservoir and Topaz Reservoir. Surface water will be made available for the proposed transfer by releases from Bridgeport Reservoir and Topaz Reservoir that was previously stored or would have otherwise been held in storage absent the proposed transfer, some or all of which would have been released for irrigation purposes within the District, as described further below in this Petition. Similar to the initial demonstration of the Stored Water Program during 2019, and to ensure a successful and efficient second demonstration, the District will seek additional approvals and will continue to coordinate as necessary with the NSE and other entities in order to obtain the authorizations for the proposed water transfer and instream flow dedication.

POINT OF DIVERSION OR REDIVERSION

Present Point of Diversion:

No change in the District's present point of diversion is proposed. The District's existing authorized point of diversion under License 6000 is:

Topaz Reservoir

South 23° 20' East 10,650 feet from the NE Corner of Section 2, T9N, R22E, MDB&M, being within SE ¼ of SE ¼ of Section 12, T9N, R22E, MDB&M. This present point of diversion is shown on a map filed with the State Water Resources Control Board (State Water Board) for License 6000.

Proposed Point of Diversion:

No change in the present point of diversion is proposed.

PLACE OF USE

Present:

79,174 acres net within the gross area of 132,573 acres, being within the boundaries of the District, as shown on a map filed with the State Water Board for License 6000.

Proposed:

No change in the present place of use is proposed. The District proposes to temporarily add the West Walker River from Topaz Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, which is within the Walker River Basin. This proposed addition to the authorized place of use is shown on a map filed with the State

Water Board for License 6000, together with maps included as Exhibit C, which were prepared by NFWF for the lower reaches of the Walker River to and including Walker Lake.

PURPOSE OF USE

Present:

The present purposes of use under License 6000 include Irrigation and Domestic.

Proposed:

No changes in the present purposes of use are proposed. The District proposes to temporarily add Fish and Wildlife Preservation and Enhancement as an additional purpose of use to License 6000.

INSTREAM FLOW DEDICATION

The proposed temporary water transfer and instream flow dedication includes adding to the existing place of use the West Walker River from Topaz Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, as described below. The quantities proposed to be dedicated to instream flows for the transfer are identified in the following section titled "Amount of Water to be Transferred/Dedicated".

Upstream Location:

Topaz Reservoir

South 23° 20' East 10,650 feet from the NE Corner of Section 2, T9N, R22E, MDB&M, being within SE ¼ of SE ¼ of Section 12, T9N, R22E, MDB&M, as shown on a map filed with the State Water Board for License 6000.

Downstream Location:

The terminus of the Walker River into and including Walker Lake, as shown on a map filed with the State Water Board for License 6000, together with the attached maps prepared by NFWF for the lower reaches of the Walker River to and including Walker Lake.

AMOUNT OF WATER TO BE TRANSFERRED/DEDICATED

The quantities of water to be released by the District for the temporary water transfer and instream flow dedication are variable and depend upon hydrologic conditions and participation in the Stored Water Program by individual growers within the District. The total quantity of surface water proposed for the temporary water transfer is up to 25,000 AF, combined under the

Walker River Irrigation District's License 6000
Attachment No. 1 to Petition for Temporary Transfer

District's Licenses 6000 and 9407. The District proposes this total quantity as an upper limit for the Stored Water Program in order to optimize flexibility, recognizing that the actual volume of water dedicated to instream flows may be less than this quantity. For the purpose of identifying a potential quantity of water dedicated to instream flows under either License 6000 or License 9407, as requested in the petition form, the estimated maximum quantity of water that may be provided by the District from Topaz Reservoir or Bridgeport Reservoir, respectively, over a 30-day period is up to 25,000 AF. The average flow rate associated with this quantity is approximately 420 cfs over a 30-day period; and instantaneous releases from Topaz Reservoir and Bridgeport Reservoir may be up to approximately 750 cfs and 550 cfs, respectively. Note that the proposed total combined releases from Topaz Reservoir and Bridgeport Reservoir are up to 25,000 AF; and thus, the District anticipates these release rates will likely be less.

Similar to the District's approach for the initial demonstration during 2019, following evaluation of voluntary participation by growers in the second demonstration of the Stored Water Program, the District will develop a schedule of releases (release plan) in consultation with the Watermaster for the Walker River, NFWF/WBC, and the Walker River Paiute Tribe for the proposed temporary transfer and instream flow dedication. The release plan will describe the proposed schedule and volume of releases to be made from each reservoir during the period of April 1 through October 31, which is generally the irrigation season. The total release will be within the historic range of releases for each reservoir during the irrigation season. If the District determines that stored water releases will occur in amounts exceeding the historic range of releases, the District will consult with California Department of Fish and Wildlife (CDFW) and Mono County to identify potentially unreasonable impacts to fish and wildlife and instream beneficial uses, and to develop measures to avoid or mitigate any such impacts. Within 30 days following consultation, and at least one month prior to the period of releases for the transfer, the District will provide the release plan and verification of consultation to the Division. In addition, the District will promptly inform the Watermaster, NFWF/WBC, the Walker River Paiute Tribe, and the Division of any changes to the release plan. The District will rely upon existing water measurement gages in the Walker River Basin for the purpose of monitoring flows and accounting for the actual releases separately under the District's Licenses 6000 and 9407. The District is currently coordinating with the Watermaster for the Walker River and other stakeholders to identify opportunities to enhance measurement, accounting, and coordination for potential implementation of the second demonstration of the Stored Water Program.

GENERAL INFORMATION

As a result of this proposed temporary transfer and instream flow dedication, the flow in the West Walker River from Topaz Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake will increase by up to 25,000 AF during the period of the transfer over what would have occurred absent the proposed transfer. There will be no injury to other legal water users or water quality; in fact, it is anticipated a beneficial effect on fish, wildlife, or other instream beneficial uses will occur as a result of this Petition because the proposed transfer involves the District's existing facilities and will result in increased flows to Walker Lake provided by the District. In addition, the increased flows will

result in water quality benefits downstream to and including Walker Lake during and following the period of the releases for the proposed transfer. In the absence of additional flows provided by the District for the proposed temporary transfer, some or all of these quantities would have been held in storage or would be released from the reservoir and delivered to growers during the irrigation season.

As a result of litigation initiated in 1902, Decree 731 was issued in 1919, by the United States District Court for the District of Nevada, as the first regulatory control on the system as a whole. However, Decree 731 did not include rights for the Walker River Indian Reservation and other irrigators in the Walker River Basin. Decree C-125 (hereinafter referred to as the "Walker River Decree") was issued by the United States District Court for the District of Nevada (Walker River Court) on April 14, 1936 (amended April 24, 1940) as the culmination of the suit *United States of America v. Walker River Irrigation District, et al.* For each water right owner, the Walker River Decree sets forth the source, priority date, the diversion rate at the point of diversion, the number of acres irrigated, and a general description of the place of use of the appropriation.

Water rights for the storage of water in numerous reservoirs are set forth in the Walker River Decree. There are several small reservoirs on the tributaries upstream from Bridgeport and Topaz Reservoirs, used to serve Bridgeport and Antelope Valleys, which are identified in the Walker River Decree. The two major storage facilities and rights documented in the Walker River Decree are for Bridgeport Reservoir and Topaz Reservoir, which are owned and operated by the District. The District uses the available stored water to supplement decreed natural flow rights, and as a primary source of supply for "new lands" (lands with no other surface water right). The Walker River system is a heavily administered and managed system, with coordination between the District, Watermaster for the Walker River, NSE, and other stakeholders. The Walker River Decree defines storage quantities and priorities, but the allocation of the available stored water from Bridgeport Reservoir and Topaz Reservoir is determined by the District. The surface water proposed for temporary transfer and instream flow dedication in this Petition involves previously stored water. It is water which is stored either during the non-irrigation season, or during the irrigation season when all other decreed natural flow rights being exercised are fully satisfied. It is water which was not available when the senior decreed natural flow rights were established by diversion to beneficial use under Nevada and California law.

Stored water right holders have a right to call on their stored water for beneficial use during an irrigation season; however, they do not have an obligation to leave any water in storage at the end of an irrigation season to benefit carryover storage for the subsequent year. There is no set pattern of releases from the reservoirs, and nothing prevents the early drawdown of reservoirs or fluctuating releases during the irrigation season. Similar to the initial demonstration of the Stored Water Program during 2019, it is likely that the water sought to be transferred under the Petition will be released from storage through the latter portion of the irrigation season. As indicated in the Division's Order, this will likely temporarily improve, and will not harm, summer recreation on Bridgeport Reservoir and Topaz Reservoir.

Walker River Irrigation District's License 6000
Attachment No. 1 to Petition for Temporary Transfer

The question of whether the temporary transfer proposed here would injure any other legal user of water was fully litigated as a result of the February 21, 2014 Order as amended May 16, 2014, Exhibits A and B. In *United States v. United States Board of Water Commissioners*, 893 F.3d 578 (9th Cir. 2018), the Ninth Circuit Court of Appeals upheld the Board's conclusion that the proposed changes would not. 893 F.3d at 604.

In addition, the agreement between the District and NFWF requires the District to ensure that lands participating in the Stored Water Program do not receive water from other sources to replace this transferred water. Similar to the initial demonstration of the Stored Water Program during 2019, the District will coordinate with NSE staff prior to, during, and following the proposed transfer to track and account for water use by the District's customers to ensure that the individual allowances of water from all sources is not exceeded by the customers.

The District proposes to release water from Topaz Reservoir for the temporary transfer and instream flow dedication. These releases would increase flows downstream to Walker Lake during the transfer period, as compared to the condition absent the transfer, for the purpose of environmental restoration in the Walker River Basin. Topaz Reservoir, which is located partly in California and partly in Nevada, has a dead pool of approximately 65,000 acre-feet. The proposed releases under this Petition will not affect the size of the dead pool. In addition, the proposed releases will not adversely impact the West Walker River bypass flow, which relates to when the water is diverted to storage in Topaz Reservoir. Absent the proposed temporary transfer by reservoir release, the District would release this water to its growers for irrigation purposes or would retain this volume of surface water in storage pursuant to its water right. Although the instream flows provided by the District could reduce the quantity of water held in storage, the District would not transfer water such that it would adversely impact the District's growers. The District will continue the same stored surface water deliveries to its existing growers not participating in the Stored Water Program with or without the proposed temporary water transfer.

The CDFW and the Lahontan Regional Water Quality Control Board (LRWQCB) have been contacted regarding the Petitions. Copies of the Petitions have been provided to Jeff Brandt and Steve Parmenter (760-872-1123) of CDFW and Patty Kouyoumdjian (530-542-5412) of the LRWQCB for review and comment.

The Stored Water Program is authorized for three years; however, there is not a requirement that it occur three times nor occur during three consecutive years. The implementation of a program each year is dependent upon many factors such as obtaining the necessary regulatory approvals, hydrologic conditions, and the price offered for participation. Therefore, the District and other stakeholders plan to approach each year individually to determine if a lease program is viable and can be implemented. Based on initial review and reactions, the 2019 Stored Water Program has been viewed as a success by stakeholders. In addition, the District and other stakeholders did not receive reports of adverse effects resulting from the 2019 Stored Water Program. For additional information regarding the 2019 Stored Water Program, see the District's summary report filed with the Division on January 8, 2020. As indicated in the summary report, the District is currently coordinating with the Watermaster for

Walker River Irrigation District's License 6000
Attachment No. 1 to Petition for Temporary Transfer

the Walker River and other stakeholders to identify opportunities to enhance coordination and adaptation for potential future implementation. Therefore, the District is submitting this Petition for a second demonstration of the Stored Water Program.

DC/kk

5280.2/DRAFT ATTACHMENT 1 TO PETITION FOR TEMPORARY TRANSFER-INSTREAM A2221 01.05.2020.DOCX

EXHIBIT A

STATE OF CALIFORNIA
CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
STATE WATER RESOURCES CONTROL BOARD

DIVISION OF WATER RIGHTS

IN THE MATTER OF LICENSES 6000 AND 9407 (APPLICATIONS 2221 AND 1389)
OF WALKER RIVER IRRIGATION DISTRICT

PETITIONS FOR TEMPORARY CHANGE INVOLVING THE TRANSFER AND INSTREAM
FLOW DEDICATION OF 25,000 ACRE-FEET OF WATER

ORDER APPROVING TEMPORARY CHANGES

BY THE DEPUTY DIRECTOR FOR WATER RIGHTS:

1.0 BACKGROUND

On February 28, 2013, the Walker River Irrigation District (District) filed petitions for temporary change involving the transfer of water and instream flow dedication under Licenses 6000 and 9407 with the California State Water Resources Control Board (State Water Board or Board), Division of Water Rights (Division), pursuant to Water Code section 1725 et seq. and section 1707. The petitions involve the waters of the interstate Walker River stream system. The District holds License 6000 for Topaz Reservoir, which is located on the West Walker River, and License 9407 for Bridgeport Reservoir, which is located on the East Walker River. The West Walker River and East Walker River arise in the Sierra Nevada of California and flow into Nevada where they join to create the main stem of the Walker River, which then flows to Walker Lake, a natural desert terminal lake in Nevada.

The purpose of the proposed temporary changes is to assist in implementation of the Walker Basin Restoration Program (Restoration Program), which is administered by the National Fish and Wildlife Foundation (NFWF). The Restoration Program was established in 2009 by Public Law 111-85 and related authorities for the primary purpose of restoring and maintaining Walker Lake, which is critical to recovery of the threatened Lahontan Cutthroat Trout and is an important stopover for migratory waterfowl. Due to insufficient freshwater inflows, Walker Lake's elevation has been declining since the early 1900s and increased salinity levels threaten its ecology. The Restoration Program seeks to increase instream flows to Walker Lake through various basin-wide initiatives.

The Restoration Program includes a three-year water leasing demonstration program to be administered and managed by the District pursuant to an agreement with NFWF. In 2012 the District entered into an amended grant agreement with NFWF to administer and manage a Stored Water Program (SWP) in the Walker River Basin.¹ Under the SWP, surface water will be released from Topaz and Bridgeport Reservoirs for instream dedication to and including Walker Lake. Through the SWP, individual farmers within the District may voluntarily dedicate a portion of their stored water supply to the SWP for at least one year. The District filed the petitions for temporary change in order to implement the SWP and thereby increase inflows to Walker Lake.

¹ First Amendment to [NFWF] Grant Agreement (Nov. 2012) for Project 2010-0059-101 (Water Leasing Demonstration Program in the Walker River Basin).

Deputy Director to perform duties related to processing change petitions in the Walker River action. This Order is adopted pursuant to the delegation of authority in sections 4.4.2 and 4.7.3 of Resolution 2012-0029.

10.0 CONCLUSIONS

The State Water Board has adequate information in its files to make the determinations required by Water Code sections 1707 and 1725 et seq.

The State Water Board concludes that, based on the available information:

1. The proposed transfers involve only an amount of water that would have been consumptively used or stored in the absence of the temporary change.
2. The proposed temporary changes will neither injure, nor unreasonably affect, any legal user of water, including during any potential hydrologic condition that the board determines is likely to occur during the proposed change, through significant changes in water quantity, water quality, timing of diversion or use, consumptive use of water or return flows.
3. The proposed temporary changes will not unreasonably affect fish, wildlife, or other instream beneficial uses.
4. The proposed temporary changes will not increase the amount of water the District is entitled to use.
5. The proposed temporary changes will otherwise meet the requirements of Division 2 of the Water Code.

ORDER

NOW, THEREFORE, IT IS ORDERED THAT the District's petitions for temporary transfer and dedication of water for instream purposes of 25,000 acre-feet pursuant to Water Code sections 1707 and 1725 et seq. are approved for a period of one year, which will commence on the date of final approval, as defined below.

All existing terms and conditions of Licenses 6000 and 9407 remain in effect, except as temporarily amended by the following provisions:

1. The temporary change is limited to a one-year period commencing on the date of final approval. Final approval means that all related approvals by the federal District Court have been obtained, including modification of the Walker River Decree by the federal District Court to recognize (i) the State Water Board's approval of the changes under this Order and (ii) approval by the Nevada State Engineer of a change application submitted by an individual within the District to implement the SWP. Within 30 days after receiving the final approval, the District shall notify, and provide copies to, the Deputy Director for Water Rights of the approval. The one-year period does not include any time required for monitoring, reporting, or mitigation before or after the temporary change is carried out.
2. In addition to all other purposes of use authorized by Licenses 6000 and 9407, the purpose of use of the licenses is temporarily amended to include preservation and enhancement of fish and wildlife within the following reaches: 1) for License 6000, the West Walker River from Topaz Reservoir to the confluence of the Walker River, thence

- the Walker River to and encompassing Walker Lake; and 2) for License 9407, the East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake.
3. The place of use under License 6000 is temporarily expanded to include preservation and enhancement of fish and wildlife within the reach between West Walker River from Topaz Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, within the following boundaries: Upstream Limit – Topaz Reservoir being within the SE ¼ of SE ¼ of Section 12, T9N, R22E, MDB&M; Downstream Limit – The terminus of Walker River into and including Walker Lake within T9 to 11N, R29 to 30E, MDB&M, as shown on map filed with the State Water Board for License 6000 and maps prepared by NFWF, submitted with the petitions as Attachment A.
 4. The place of use under License 9407 is temporarily expanded to include preservation and enhancement of fish and wildlife within the reach between East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, within the following boundaries: Upstream Limit – Bridgeport Reservoir being within the SE ¼ of the NE ¼ of Section 34, T36N, R25E, MDB&M; Downstream Limit – The terminus of Walker River into and including Walker Lake within T9-11N, R29-30E, MDB&M, as shown on map filed with the State Water Board for License 9407 and maps prepared by NFWF submitted with the petitions as Attachment A.
 5. Water transferred pursuant to this Order shall be limited to a combined maximum of 25,000 af to be released from either Topaz Reservoir or Bridgeport Reservoir, or both.
 6. The District shall develop and operate to a schedule of releases for the transfer in consultation with the Water Master, NFWF, and the Tribe. The District shall promptly inform these parties of any changes to the release schedule.
 7. During the transfer period, the District landowners participating in the transfer authorized by this Order to implement the SWP shall not receive a supplemental or replacement water supply to offset, in any manner, the transferred water.
 8. During the transfer period, the District shall comply with the section F, Annual Monitoring Plan, of Attachment A to First Amendment to [NFWF] Grant Agreement [November 2012] Regarding [District] Lease of Water Demonstration Program, Stored Water Program, and Water Measurement and Control Phase, and the public reporting provisions of section J.3 of that Attachment A. If section F or section J.3 of Attachment A are amended prior to, or during, the transfer period, the District shall promptly inform the Deputy Director for Water Rights.
 9. During the transfer period, the District shall schedule reservoir releases to be made during the irrigation season (April 1 through October 31) to be within the historic range of releases during the irrigation season. The District may release stored water either (i) during the irrigation season in amounts exceeding the historic range of releases during the irrigation season, or (ii) after the irrigation season ends, if the District first consults with DFW and Mono County to avoid harm to fish and wildlife and downstream habitat. Such consultation shall include the establishment of a flow ramping schedule to avoid harm through rapid fluctuations in instream levels.

10. Within 90 days of completion of the transfer period, the District shall provide a report to the Deputy Director for Water Rights describing the transfer authorized by this Order. The report shall include the following information:
- a. The daily, monthly, and total volumes of water transferred for instream flow dedication from 1) Topaz Reservoir and from 2) Bridgeport Reservoir pursuant to this Order.
 - b. Documentation that the water transferred did not result in an increase in water diverted to storage in both Topaz Reservoir and Bridgeport Reservoir from the source waters of the District's licenses beyond the quantities that would otherwise have been diverted absent the transfer.
 - c. Documentation of compliance with all other conditions of this order.
11. No water shall be diverted or used pursuant to this Order, and no construction related to such diversion shall commence, unless petitioner has obtained and is in compliance with all necessary permits or other approvals required by other agencies.
12. Pursuant to Water Code sections 100 and 275 and the common law public trust doctrine, all rights and privileges under this temporary change Order, including method of use and quantity of water diverted, are subject to the continuing authority of the State Water Board in accordance with the law and in the interest of the public welfare to protect public trust uses and to prevent waste, unreasonable use, unreasonable method of use or unreasonable method of diversion of said water.
13. This order does not authorize any act that results in the taking of an endangered, threatened or candidate species or any act that is now prohibited, or becomes prohibited in the future, under either the California Endangered Species Act (Fish & G. Code, § 2050 et seq.) or the federal Endangered Species Act (16 U.S.C.A. § 1531 et seq.). If a "take" will result from any act authorized under this transfer, the petitioner shall obtain authorization for an incidental take permit prior to construction or operation. Petitioner shall be responsible for meeting all requirements of the applicable Endangered Species Acts for the temporary change authorized under this Order.
- (0000014)
14. I reserve jurisdiction to supervise the transfer, exchange, and use of water under this Order, and to coordinate or modify terms and conditions, for the protection of vested rights, fish, wildlife, instream beneficial uses and the public interest as future conditions may warrant.

STATE WATER RESOURCES CONTROL BOARD



*Barbara Evoy, Deputy Director
Division of Water Rights*

Dated: FEB 21 2014

EXHIBIT B

STATE OF CALIFORNIA
STATE WATER RESOURCES CONTROL BOARD
ORDER WR 2014-0020-EXEC

In the Matter of the Petitions for Reconsideration by
**United States Board of Water Commissioners for the Walker River
and
Mono County**

Regarding Walker River Irrigation District's Petitions for Temporary Transfer and
Change

SOURCE: East and West Walker Rivers

COUNTY: Mono

**ORDER DENYING RECONSIDERATION AND MODIFYING THE DIVISION'S
ORDER CONDITIONALLY APPROVING THE PETITIONS**

BY THE EXECUTIVE DIRECTOR¹:

1.0 INTRODUCTION

On February 21, 2014, the State Water Resources Control Board's (State Water Board), Division of Water Rights (Division), through its Deputy Director for Water Rights, conditionally approved the Walker River Irrigation District's (District) two petitions for temporary change involving the transfer of water and instream flow dedication under Water Code section 1725 et seq. and section 1707.² The District

¹ State Water Board Resolution 2002-0104 delegates to the Executive Director the authority to conduct and supervise the activities of the State Water Board. Unless a petition for reconsideration raises matters that the State Water Board wishes to address or requires an evidentiary hearing before the board, the Executive Director's consideration of petitions for reconsideration of a staff decision or order falls within the scope of the authority delegated under Resolution 2002-0104. Accordingly, the Executive Director has the authority to refuse to reconsider the decision or order, deny the petition, set aside or modify the decision or order, or take other appropriate action. (Cal. Code Regs., tit. 23, § 770.)

² The Division's February 21, 2014 Order Approving Temporary Changes is referred to herein as the "Order." Pursuant to authority delegated by the State Water Board in Resolution 2012-0029, the Deputy Director for Water Rights may perform the duties that are the subject of this proceeding.

To the extent that this order does not address all of the issues raised in the petitions for reconsideration, the State Water Board finds either that the requirements for a petition for reconsideration under California Code of Regulations, title 23, section 770 have not been met, the issues raised are insubstantial, or the issues are appropriately addressed in the Division's Order.

ORDER

IT IS HEREBY ORDERED THAT, for the foregoing reasons, the petitions for reconsideration of USBWC and Mono County are denied, and the Division's Order is affirmed except as modified below. Conditions 6 and 9 of the Division's Order are amended as follows:

1. Condition 6 on page 21 is amended as follows:

The District shall develop and operate to a schedule of releases for the transfer in consultation with the Water Master, NFWF, and the Tribe. Within 30 days after consultation, the District shall provide verification to the Division of Water Rights that such consultation has occurred and information regarding any actions taken or that will be taken as the result of the consultation. The District shall promptly inform ~~these parties~~ the Water Master, NFWF, the Tribe, and the Division of Water Rights of any changes to the release schedule.

If any dispute arises during consultation regarding potential injury to legal users of water, the Deputy Director for Water Rights shall decide the matter. Consultation is required only when necessary to carry out this transfer; unless otherwise required by law, consultation is not required for releases of stored water for purposes unrelated to the transfer, such as irrigation, flood control, and dam safety.

2. Condition 9 on page 21 is amended as follows:

During the transfer period, the District shall schedule reservoir releases to be made during the irrigation season (April 1 through October 31) to be within the historic range of releases during the irrigation season.

The historic range of releases are those releases that have taken place under existing license conditions, including any requirements for reservoir surface water elevation, minimum pool, bypass flows, or ramping schedules. At least one month prior to the transfer period, the District must develop a plan that identifies the historic range of releases during the irrigation season and that evaluates whether water to be transferred during the irrigation season is within the historic range of releases. The District shall provide the plan to the Division of Water Rights and make the plan publically available.

In order for ~~T~~the District may to release stored water either (1) during the irrigation season in amounts exceeding the historic range of releases during the irrigation season, or (2) after the irrigation season ends, if the District first shall consults with DFW and Mono County to identify potentially unreasonable impacts avoid harm to fish and wildlife and downstream habitat instream beneficial uses and to develop measures to avoid or mitigate any such impacts. Such consultation shall include (a) development of a schedule of releases for each reservoir; (b) the establishment of a flow ramping rates; (c) establishment of stream flow release limitations, if necessary; and (d) development of a monitoring plan for implementation to ensure that release of stored water under (1) or (2) does not result in unreasonable impacts to fish, wildlife, or instream beneficial uses, schedule to avoid harm through rapid fluctuations in instream levels. The monitoring plan shall focus on specific fisheries concerns during the periods of release under (1) or (2) above. A monthly monitoring report shall be submitted to DFW, Mono County, and the Deputy Director for Water Rights and a

final report of the results of the monitoring submitted no later than 90 days after the transfer period ends.

Within 30 days after consultation, the District shall provide verification to the Division of Water Rights that such consultation has occurred and information regarding any actions taken or that will be taken as the result of the consultation. If any dispute arises during consultation regarding unreasonable impacts to fish, wildlife, and other instream beneficial uses, or measures to avoid or mitigate such impacts, the Deputy Director for Water Rights shall decide the matter. Consultation is required only when necessary to carry out this transfer; unless otherwise required by law, consultation is not required for releases of stored water for purposes unrelated to the transfer, such as irrigation, flood control, and dam safety.

Dated:

5/16/14

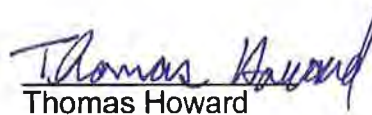

Thomas Howard
Executive Director

EXHIBIT C

STATE OF NEVADA
COUNTY OF WASHOE

1. MICHAEL D. BOSCHELMAN BEING FIRST JOINT SURVEYOR AND PARTY THAT THIS MAP CONSISTING OF SIX SHEETS NUMBERED ONE THROUGH SIX INCLUSIVE, HAS BEEN CORRECTLY DRAWN TO THE DEGREE OF SCALE, ON RECORD MAPS WHICH WERE MADE AS A RESULT OF SURVEYS CONDUCTED AND THE RECORDS OF WHICH ARE ON FILE IN THE OFFICES OF THE COUNTY RECORDERS, CLERK OF DISTRICT COURTS, COUNTY MANAGERS, LAND MANAGERS, THE WALKER RIVER RECLAMATION DISTRICT, THE US FISH AND WILDLIFE SERVICE, THE NEVADA DIVISION OF WATER RESOURCES, THE WYOMING DIVISION OF WATER RESOURCES, THE MISSOURI DIVISION OF WATER RESOURCES, THE ARIZONA DIVISION OF WATER RESOURCES, AND THE CALIFORNIA DIVISION OF WATER RESOURCES, AND THAT THE PART OF THIS MAP WHICH IS REFERRED TO IN THE ABOVE DESCRIBED PART OF PARTICULAR DOCUMENT ENTITLED "UNITED STATES VS. WALKER RIVER ASSOCIATION DISTRICT ET AL, DISTRICT COURT, COUNTY OF WASHOE, NEVADA, FILED FOR WILDLIFE PURPOSES IN ACCORDANCE WITH DECREE NO. 35, DISTRICT COURT, NEVADA,

Michael D. Boschelman
MICHAEL D. BOSCHELMAN SURVEYOR

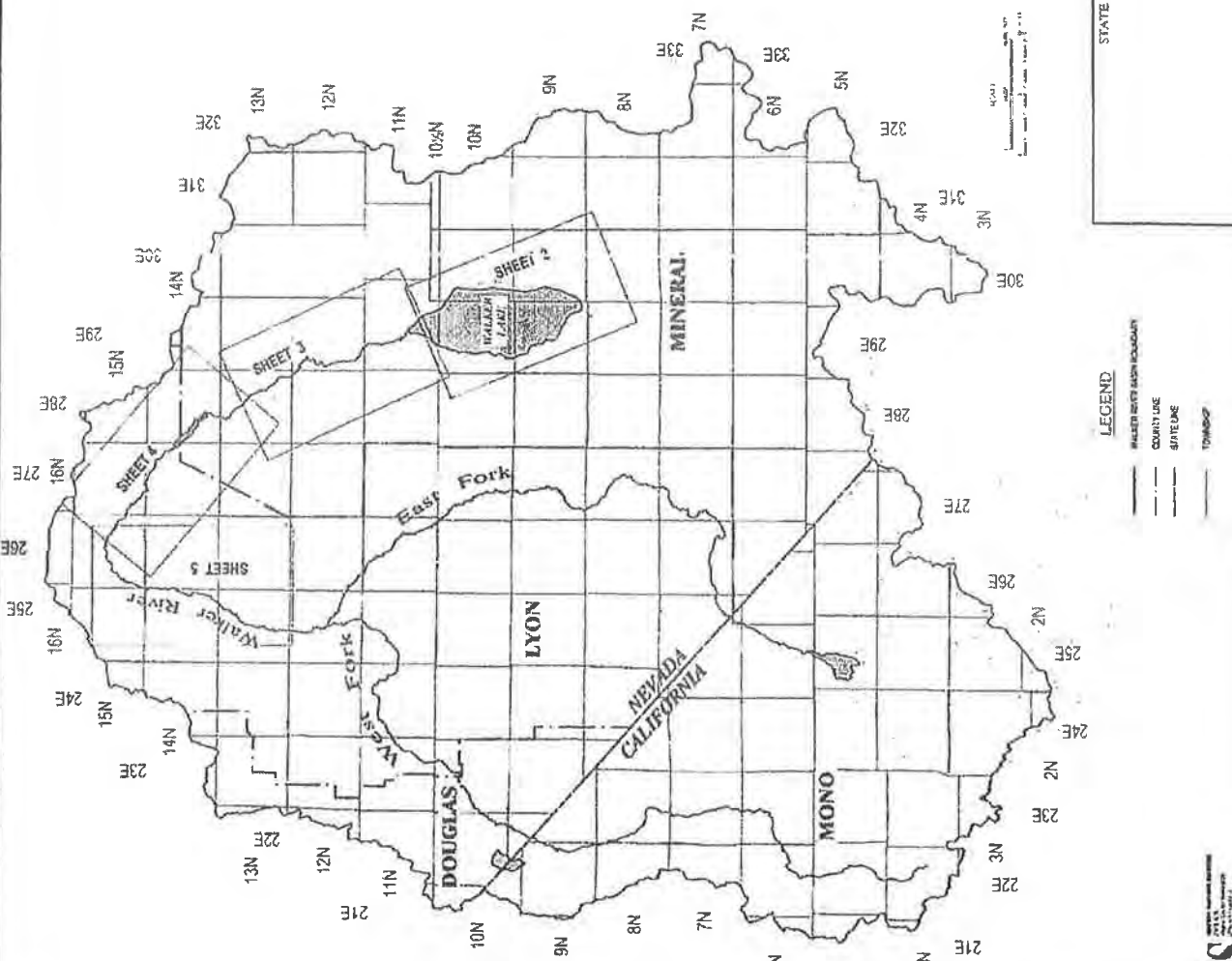
SEARCHED AND FOUND THE RECORDS OF THE
THIS DATE 10/16/2014
COUNTY CLERK OF WASHOE COUNTY NEVADA
MY COMMISSION EXPIRES 5/31/2016



- BASIS OF MEASUREMENT:**
1. 1983 PLATS, NEVADA WEST, AND 19 PREY
 2. ALL PUBLIC LAND SURVEY DATA SHOWN IN THIS MAP IS BASED ON THE PLATS, NEVADA WEST, AND 19 PREY

REFERENCES

1. PUBLIC LAND SURVEY SYSTEM PLATS EXTRACTED FROM THE USBLA COORDINATE COORDINATE ON PLAT (COOR. STATE PLANS NEVADA WEST, AND 19 PREY)
2. WALKER RIVER BASIN BOUNDARY DERIVED FROM THE 1983 DATASET "STATE, UNIMPAIRED, SALINE ECOSYSTEMS 50+", DATED 11/19/83, PROVIDED BY THE UNITED STATES FISH AND WILDLIFE SERVICE, NATIONAL WILDLIFE HYDROLOGIC BASINS (1:50,000 SCALE DATASET), PROVIDED BY THE USFWS
3. WALKER RIVER RECLAMATION DISTRICT, TOWN OF WALKER, NEVADA, AND WALKER RECLAMATION DISTRICT, TOWN OF WALKER, NEVADA, (USE TOWNSHIP 10N, RANGE 10E)
4. WALKER RIVER BASIN WEST AND WALKER RIVER BASIN EAST, NEVADA, (USE TOWNSHIP 10N, RANGE 10E)
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- LEGEND**
- WALKER RIVER BASIN BOUNDARY (dashed line)
 - COUNTY LINE (solid line)
 - RANGE LINE (dotted line)
 - TOWNSHIP (solid line)

STATE ENGINEER'S USE

Sheet 1 of 6

Michael D. Boschelman Consulting, Inc.
1525 N. McCracken Ave.
PO Box 8300 Reno NV 89514

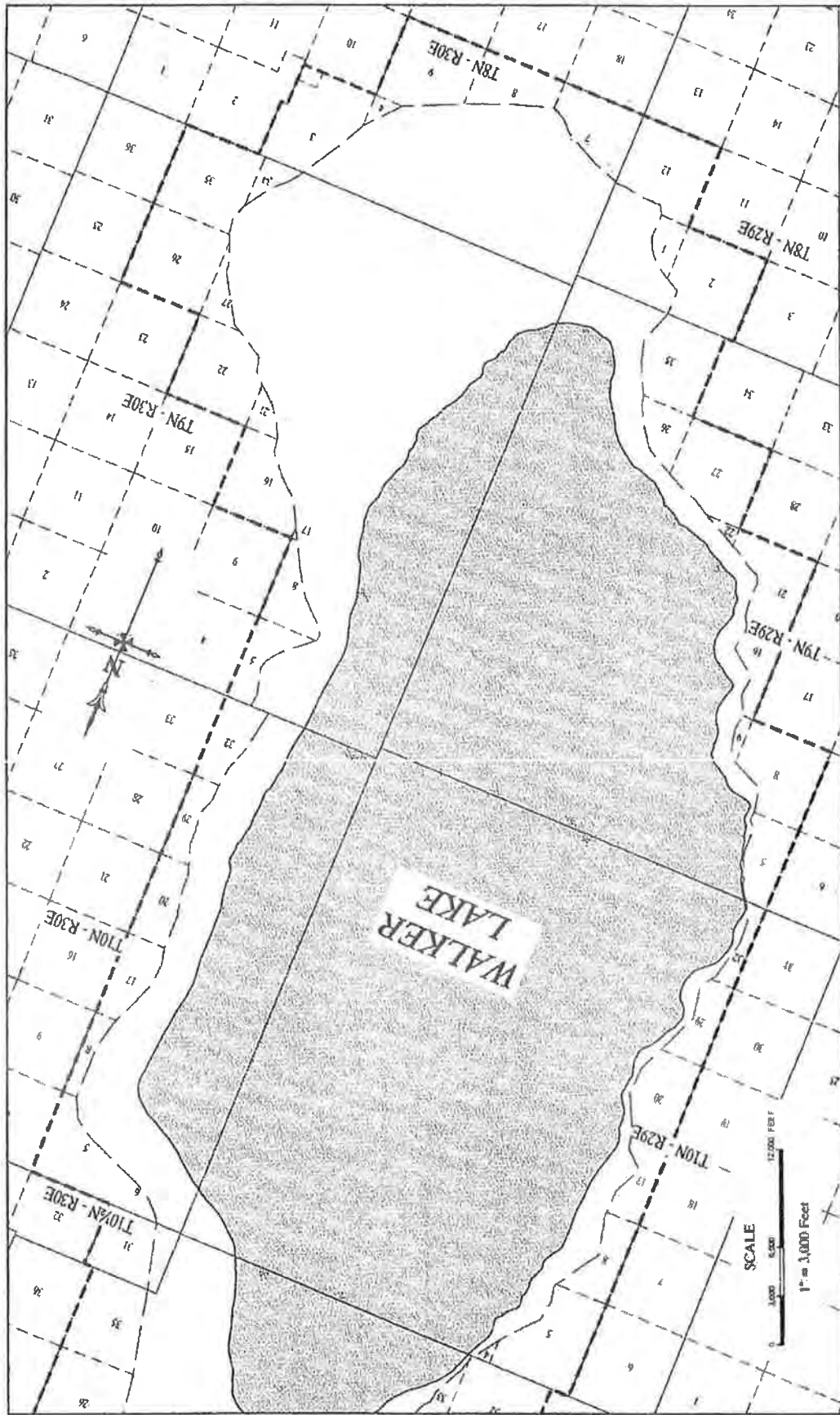
MAP TO ACCOMPANY APPLICATION 8070 TO CHANGE THE PLATE AND NUMBER OF USE OF PORTIONS OF THE WALKER RIVER DECREE G-15 CLAUSE 3, 2, 3A, 3B, 4, 6, 7, AND 8

WILDLIFE PURPOSES IN ACCORDANCE WITH NRS CHAPTER 533 BY THE NATIONAL FISH AND WILDLIFE FOUNDATION FROM THE WALKER RIVER AND ITS TRIBUTARIES LYON/MONROE COUNTIES NEVADA



81704 80700

Exhibit A



Sheet 2 of 6

Michael D. Buschman Consulting, Inc.
 P.O. Box 5077
 Reno, Nevada 89509
 (775) 335-6022, 352-8785 FAX

WAS TO ACCOMPANY APPLICATION TO CHANGE THE PLACE AND
 NUMBER OF USE OF PORTIONS OF THE WALKER RESERVE C-174,
 CUMBERS 23, 24, 25, 44, 47, and 49
 FOR
 WILDLIFE PURPOSES IN ACCORDANCE WITH
 NRS CHAPTER 333
 BY
 THE NATIONAL FISH AND WILDLIFE FOUNDATION
 FROM
 THE WALKER RIVER AND ITS TRIBUTARIES
 LYON/MINERAL COUNTIES NEVADA

BASIS OF BEARING
 1. FROM PLAIN - SURVEY WEST, 1840 (GREEN)
 2. ALL BEARINGS AND DISTANCES WERE MEASURED IN
 1987 UNDER THE SUPERVISION OF THE ENGINEER



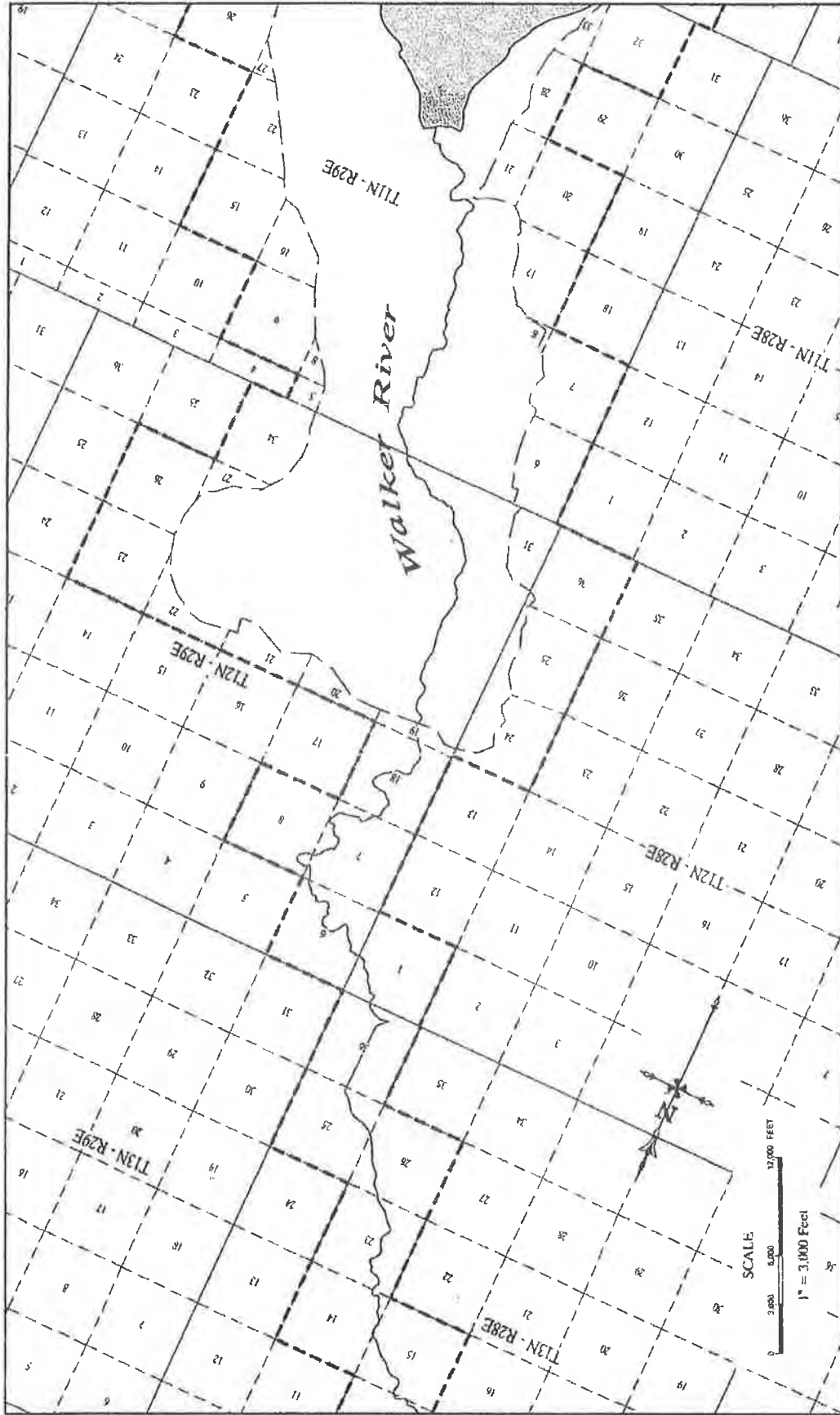
STATE ENGINEER'S USE

- LEGEND**
- WALKER RESERVE BOUNDARY
 - COUNTY LINE
 - STATE LINE
 - SECTION
 - TOWNSHIP
 - RANGE
 - PROPOSED PLACE OF USE

SCALE
 0 3,000 6,000 12,000 FEET
 1" = 3,000 Feet



81704 80700 Exhibit A



Michael D. Boschmann Consulting, Inc.
 Project No. 1011
 1793 S. 825 E. 1/2 Sec. 36, T. 12N., R. 28E., S. 42N. 1/4 Sec. 36

MAP TO ACCOMPANY APPLICATION INTENT TO CHANGE THE PLACE AND NUMBER OF USE OF PORTIONS OF THE WALKER RIVER DECREE CTX CLASS 25, 27, 28, 31, 32, 34, 35, AND 36

WILDLIFE PURPOSES IN ACCORDANCE WITH NRS CHAPTER 333

THE NATIONAL FISH AND WILDLIFE FOUNDATION FROM THE WALKER RIVER AND ITS TRIBUTARIES LYON/MINERAL COUNTIES NEVADA

BASIS OF BEARING
 1. STATE PLUMB LINE FROM WEST 1/4 SEC 36
 2. ALL PUBLIC LAND SURVEY DATA BASED ON POINT BOUND BASE (MAGNETIC DECLINATION)

STATE ENGINEER'S USE

FIELD
 11/11/10

LEGEND

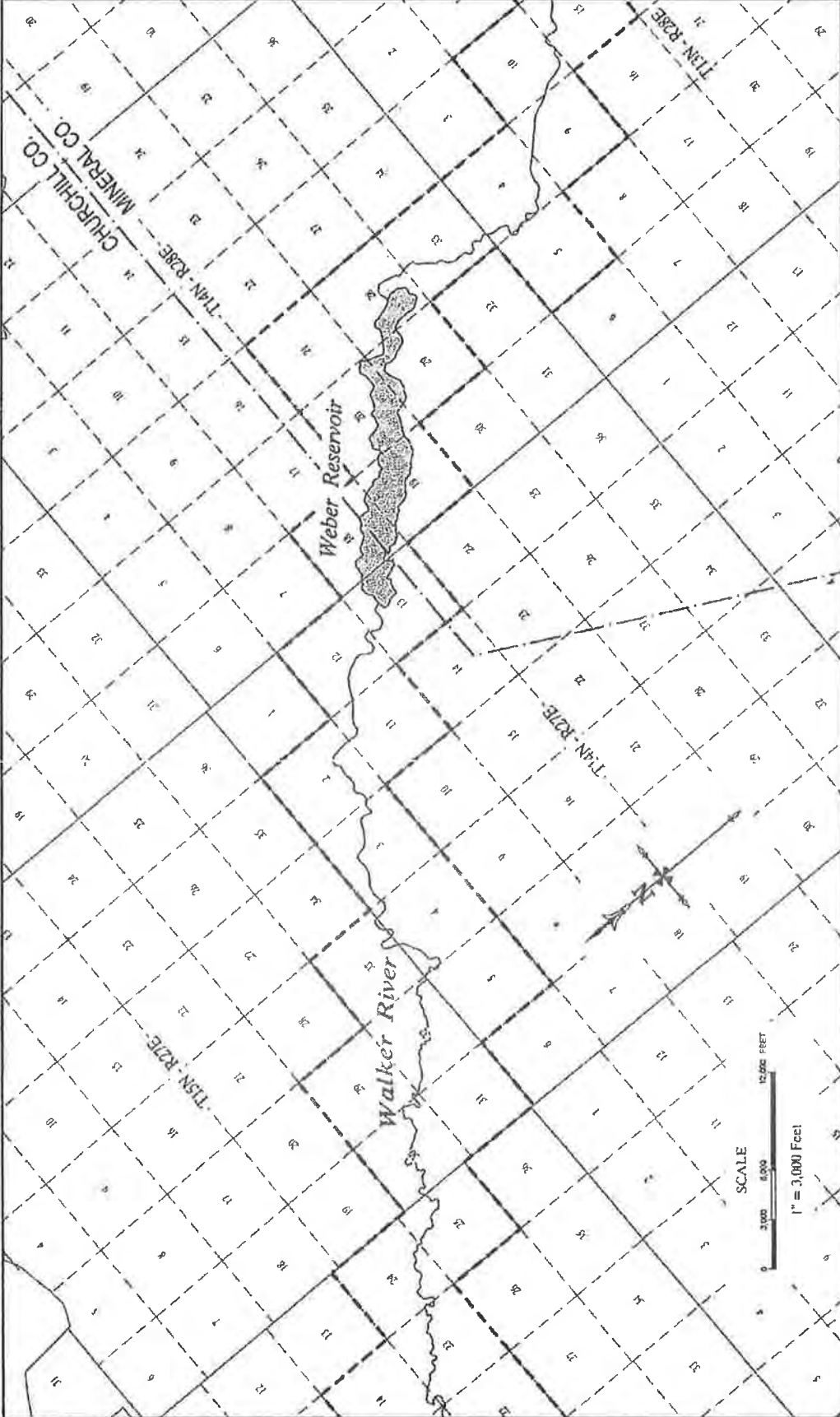
- BOUNDARY LINE (BLACK)
- COUNTY LINE
- STATE LINE
- TOWNSHIP
- SECTION
- BOUNDARY LINE (PERMITS)
- PROPOSED PLACE OF USE

HMS
 HERRING CONSULTANTS
 1793 S. 825 E. 1/2 SEC. 36, T. 12N., R. 28E., S. 42N. 1/4 SEC. 36

Sheet 3 of 6

81704 80700

Exhibit A



Sheet 4 of 6

Michael D. Rieszkiewicz Consulting, Inc.
 P.O. Box 1177
 North Beach, NV 89423
 (775) 630-0020; Cell: (775) 630-3919; FAX: (775) 630-0020

FOR THE
 WILDLIFE PROPOSERS IN ACCORDANCE WITH
 NRS CHAPTER 303
 BY
 THE NATIONAL FISH AND WILDLIFE FOUNDATION
 FOR THE
 WALKER RIVER AND ITS TRIBUTARIES
 LYONS/MINERAL COUNTIES NEVADA

BASIS OF MEASURING
 1. STATE PLAIN - MEASUREMENT; AND IS (FEET)
 2. ALL PUBLIC LAND BUREAU DATA SHOWN IN
 RED; PRIVATE LAND AND BUREAU DATA SHOWN IN
 BLACK; (DARCO DATA IS PROPRIETARY INFORMATION)

STATE ENGINEERS' LINES

FILL
 05/11/25

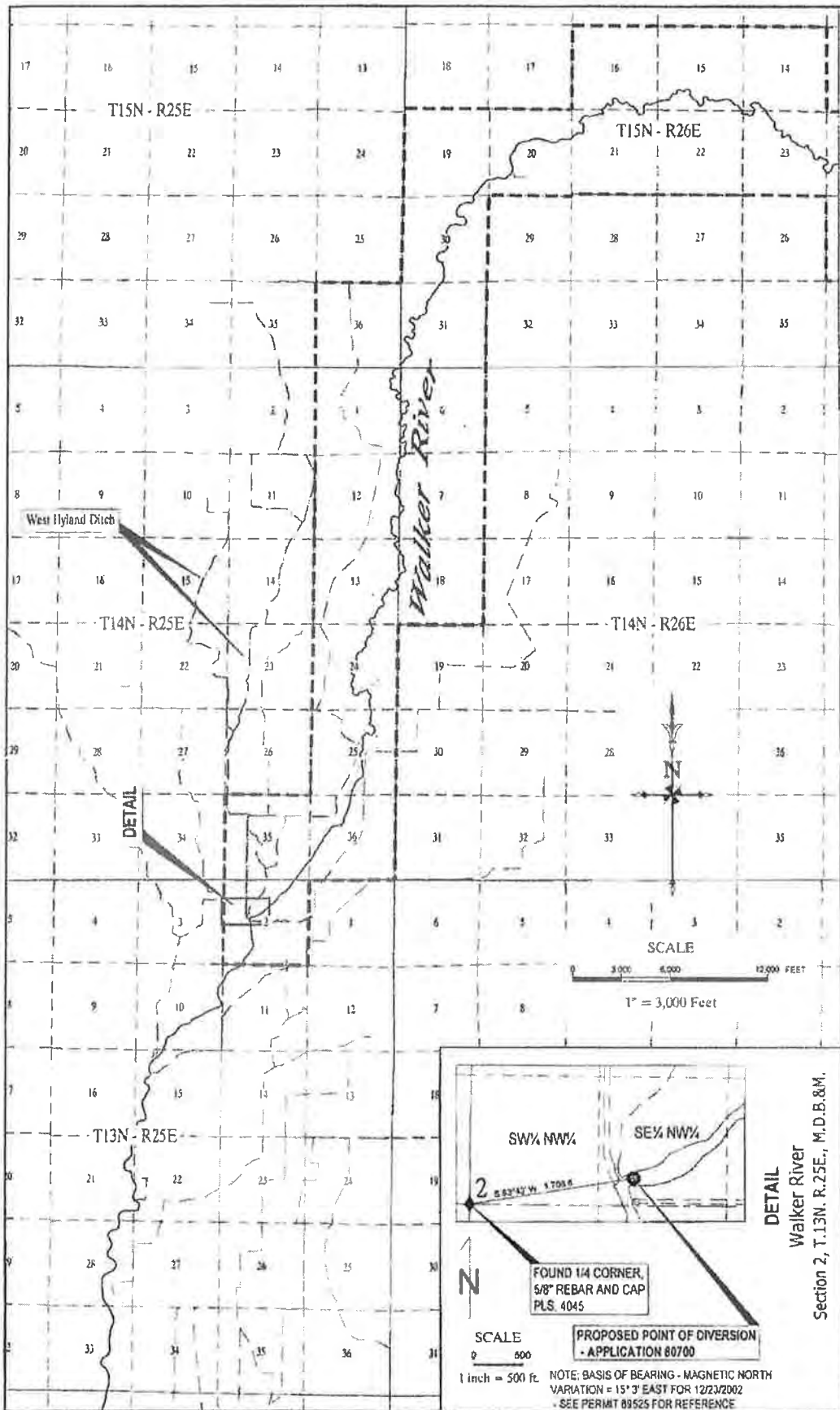
LEGEND

- WALKER RIVER (FROM RECONSTRUCTION)
- COUNTY LINE
- STATELINE
- TOWNSHIP
- SECTION
- PROPOSED PLACE OF USE

Exhibit A

81704 80700





Sheet 3 of 6

Michael D. Buerkleman Consulting, Inc.
 Preparer: Dan Linn
 Date: 12/11/2002
 (702) 798-1010 FAX: 702-798-1013

MAP TO ACCOMPANY APPLICATION HERE TO CHANGE THE PLACE AND NUMBER OF USE OF PORTIONS OF THE WALKER RIVER DECREE C-175 CLAIMS 23, 25, 26, 44, 67, AND 88

VALUABLE PURPOSES IN ACCORDANCE WITH NRS CHAPTER 333

THE NATIONAL FISH AND WILDLIFE FOUNDATION
 THE WALKER RIVER AND ITS TRIBUTARIES

LYONMINERAL COUNTIES NEVADA

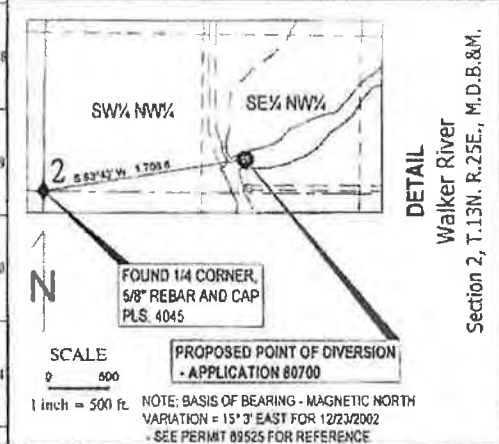
BASIS OF BEARING
 1. STATE PLATE - BEARING WEST, AND TO (PRT)
 2. ALL PUBLIC LAND SURVEY DATA SHOWN IS MONY (M.D.B.) (M.D.B.) (M.D.B.)

STATE ENGINEER'S LIST

11-11-02
 No. 11, 20

LEGEND

- VALUABLE PORTWASH BOUNDARY
- COUNTY LINE
- TOWNSHIP
- SECTION
- DITCH/DRAIN
- PROPOSED PLACE OF USE



81704 80700

Exhibit A



Please indicate County where your project is located here:

Mono County

MAIL FORM AND ATTACHMENTS TO:
State Water Resources Control Board
DIVISION OF WATER RIGHTS
P.O. Box 2000, Sacramento, CA 95812-2000
Tel: (916) 341-5300 Fax: (916) 341-5400
http://www.waterboards.ca.gov/waterrights

PETITION FOR CHANGE INVOLVING WATER TRANSFERS

Separate petitions are required for each water right. Mark all areas that apply to your proposed change(s). Incomplete forms may not be accepted. Location and area information must be provided on maps in accordance with established requirements. (Cal. Code Regs., tit. 23, § 715 et seq.) Provide attachments if necessary.

- Point of Diversion, Point of Rediversion, Place of Use, Purpose of Use, Temporary Urgency, Temporary Change, Long-term Transfer, Instream Flow Dedication

Application 1389 Permit 2536 License 9407 Statement

I (we) hereby petition for change(s) noted above and described as follows:

Point of Diversion or Rediversion - Provide source name and identify points using both Public Land Survey System descriptions to 1/4-1/4 level and California Coordinate System (NAD 83).

Present: See Attachment No. 1
Proposed: No Change Requested

Place of Use - Identify area using Public Land Survey System descriptions to 1/4-1/4 level; for irrigation, list number of acres irrigated.

Present: See Attachment No. 1
Proposed: See Attachment No. 1

Purpose of Use

Present: See Attachment No. 1
Proposed: See Attachment No. 1

Instream Flow Dedication - Provide source name and identify points using both Public Land Survey System descriptions to 1/4-1/4 level and California Coordinate System (NAD 83).

Upstream Location: See Attachment No. 1
Downstream Location: See Attachment No. 1

List the quantities dedicated to instream flow in either: cubic feet per second or gallons per day: Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec

Table with 12 columns for months and one row for 'See Attachment No. 1'.

Will the dedicated flow be diverted for consumptive use at a downstream location? Yes No
If yes, provide the source name, location coordinates, and the quantities of flow that will be diverted from the stream.

Proposed New User(s)

Provide the names, addresses, and phone numbers for all proposed new user(s) of the water right.

Not Applicable

Amount of Water to be Transferred

acre-feet will be transferred. If the basis of right is direct diversion, the average rate of diversion for the maximum 30-day period of use is cubic feet per second or million gallons per day.

General Information – Provide the following information, if applicable to your proposed change(s).

Have you attached an analysis which documents that the amount of water to be transferred or exchanged would have been consumptively used or stored in the absence of the proposed temporary change or long-term transfer? Yes No

Have you attached an analysis of any changes to streamflow, water quality, timing of diversion or use, return flows, or effects on legal users from the proposed temporary change or long-term transfer? Yes No

Have you attached an analysis that shows the proposed temporary change or long-term transfer will not unreasonably affect fish, wildlife, or other instream beneficial uses? Yes No

I (we) have access to the proposed point of diversion or control the proposed place of use by virtue of:
 ownership lease verbal agreement written agreement

If by lease or agreement, state name and address of person(s) from whom access has been obtained.

Not applicable. This Petition involves a proposed water transfer for dedication to instream flow. There is no proposed point of diversion and the proposed place of use includes the West Walker River from Topaz Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake.

Give name and address of any person(s) taking water from the stream between the present point of diversion or redirection and the proposed point of diversion or redirection, as well as any other person(s) known to you who may be affected by the proposed change.

There is no proposed change to the present point of diversion. We believe that no water user will be affected by the proposed change. Water users include those within the Walker River Irrigation District, the Walker River Paiute Tribe, U.S. Bureau of Indian Affairs, and the Nevada Department of Wildlife. Also, see files at the Division of Water Rights, State Water Resources Control Board and files with the Nevada State Engineer.

All Right Holders Must Sign Below: I (we) declare under penalty of perjury that this involves only the amount of water which would have been consumptively used or stored in the absence of the proposed temporary change, and that the above is true and correct to the best of my (our) knowledge and belief.

Dated at


Right Holder or Authorized Agent Signature

Right Holder or Authorized Agent Signature

NOTE: All petitions must be accompanied by:
(1) the form Environmental Information for Petitions, available at:
http://www.waterboards.ca.gov/waterrights/publications_forms/forms/docs/pet_info.pdf
(2) Division of Water Rights fee, per the Water Rights Fee Schedule, available at:
http://www.waterboards.ca.gov/waterrights/water_issues/programs/fees/
(3) Department of Fish and Wildlife fee of \$850 (Pub. Resources Code, § 10005)

Attachment No. 1
to Petition for Temporary Transfer and Instream Flow Dedication
License 9407 (Application 1389)
held by Walker River Irrigation District

PURPOSE OF PETITION

Walker River Irrigation District (District) is filing this Petition for Temporary Transfer and Instream Flow Dedication (Petition) to its License 9407 (Application 1389) in order to assist with increasing the flow into Walker Lake for environmental restoration in the Walker River Basin as provided in Public Law 111-85, which established the Walker River Restoration Program. In 2019, the District implemented an initial demonstration effort involving releases of water under License 9407, which increased flows into Walker Lake. Throughout the development and implementation of the initial demonstration, the District engaged stakeholders in order to solicit input, which assisted to develop a robust plan, while providing opportunities to adjust to additional information or changed circumstances. Overall, the releases during 2019 were successful and met all of the terms and conditions contained in the Division of Water Rights' (Division) Order, dated February 21, 2014 (Order), and the State Water Resources Control Board's (State Water Board) Order WR 2014-0020-EXEC (Amended Order), dated May 16, 2014. For reference, Exhibit A to this Petition is an excerpt of the Order identifying the terms and conditions; and Exhibit B to this Petition is an excerpt of the Amended Order identifying the amended terms and conditions. As indicated further below for the proposed releases during the second demonstration effort, the District anticipates similar terms and conditions to those that were included in the Order and the Amended Order.

The purpose of this Petition is to: (1) add to the existing place of use covered under License 9407 by including the East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, and (2) add Fish and Wildlife Preservation and Enhancement as an additional purpose of use for instream dedication to Walker Lake involving surface water that was previously stored or would have otherwise been held in storage at Bridgeport Reservoir absent the proposed transfer, some or all of which would have been released for irrigation purposes within the District. The release plan, which is discussed further below, will describe the proposed schedule and volume of releases to be made from each reservoir during the period of April 1 through October 31, which is generally the irrigation season. The releases by the District for the proposed temporary water transfer would occur during a period of up to one year following final approval by the State Water Board, the Federal District Court, and the Nevada State Engineer (NSE), which is discussed further below. It is the goal of the District for the second demonstration to occur in 2020; however, this will depend upon final approval and other factors such as hydrologic conditions.

The District has an agreement with the National Fish and Wildlife Foundation (NFWF), predecessor to the Walker Basin Conservancy (WBC), to administer and manage a "Stored Water Program" in the Walker River Basin. The purpose of the Stored Water Program is to release surface water from Bridgeport Reservoir for instream dedication to and including Walker Lake. In addition, the Stored Water Program involves releases of surface water by the District from Topaz Reservoir under its License 6000 (Application 2221). For this purpose, the District is filing a separate petition for temporary water transfer and instream flow dedication to its

License 6000. Combined, the two petitions are limited to a total of 25,000 AF released from Bridgeport Reservoir and Topaz Reservoir. Surface water will be made available for the proposed transfer by releases from Bridgeport Reservoir and Topaz Reservoir that was previously stored or would have otherwise been held in storage absent the proposed transfer, some or all of which would have been released for irrigation purposes within the District, as described further below in this Petition. Similar to the initial demonstration of the Stored Water Program during 2019, and to ensure a successful and efficient second demonstration, the District will seek additional approvals and will continue to coordinate as necessary with the NSE and other entities in order to obtain the authorizations for the proposed water transfer and instream flow dedication.

POINT OF DIVERSION OR REDIVERSION

Present Point of Diversion:

No change in the District's present point of diversion is proposed. The District's existing authorized point of diversion under License 9407 is:

Bridgeport Reservoir

South 27° 09' West 2,503 feet from NE Corner of Section 34, T6N, R25E, MDB&M, being within SE ¼ of NE ¼ of said Section 34. This present point of diversion is shown on a map filed with the State Water Board for License 9407.

Proposed Point of Diversion:

No change in the present point of diversion is proposed.

PLACE OF USE

Present:

52,062 acres net within the gross area of the District, as shown on a map filed with the State Water Board for License 9407.

Proposed:

No change in the present place of use is proposed. The District proposes to temporarily add the East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, which is within the Walker River Basin. This proposed addition to the authorized place of use is shown on a map filed with the State Water Board for License 9407, together with maps included as Exhibit C, which were prepared by NFWF for the lower reaches of the Walker River to and including Walker Lake.

PURPOSE OF USE

Present:

The present purposes of use under License 9407 include Irrigation and Recreation.

Proposed:

No changes in the present purposes of use are proposed. The District proposes to temporarily add Fish and Wildlife Preservation and Enhancement as an additional purpose of use to License 9407.

INSTREAM FLOW DEDICATION

The proposed temporary water transfer and instream flow dedication includes adding to the existing place of use the East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, as described below. The quantities proposed to be dedicated to instream flows for the transfer are identified in the following section titled "Amount of Water to be Transferred/Dedicated".

Upstream Location:

Bridgeport Reservoir

South 27° 09' West 2,503 feet from NE Corner of Section 34, T6N, R25E, MDB&M, being within SE ¼ of NE ¼ of said Section 34, as shown on a map filed with the State Water Board for License 9407.

Downstream Location:

The terminus of the Walker River into and including Walker Lake, as shown on a map filed with the State Water Board for License 9407, together with the attached maps prepared by NFWF for the lower reaches of the Walker River to and including Walker Lake.

AMOUNT OF WATER TO BE TRANSFERRED/DEDICATED

The quantities of water to be released by the District for the temporary water transfer and instream flow dedication are variable and depend upon hydrologic conditions and participation in the Stored Water Program by individual growers within the District. The total quantity of surface water proposed for the temporary water transfer is up to 25,000 AF, combined under the District's Licenses 6000 and 9407. The District proposes this total quantity as an upper limit for the Stored Water Program in order to optimize flexibility, recognizing that the actual volume of water dedicated to instream flows may be less than this quantity. For the purpose of identifying a potential quantity of water dedicated to instream flows under either License 6000 or License

9407, as requested in the petition form, the estimated maximum quantity of water that may be provided by the District from Topaz Reservoir or Bridgeport Reservoir, respectively, over a 30-day period is up to 25,000 AF. The average flow rate associated with this quantity is approximately 420 cfs over a 30-day period; and instantaneous releases from Topaz Reservoir and Bridgeport Reservoir may be up to approximately 750 cfs and 550 cfs, respectively. Note that the proposed total combined releases from Topaz Reservoir and Bridgeport Reservoir are up to 25,000 AF; and thus, the District anticipates these release rates will likely be less.

Similar to the District's approach for the initial demonstration during 2019, following evaluation of voluntary participation by growers in the second demonstration of the Stored Water Program, the District will develop a schedule of releases (release plan) in consultation with the Watermaster for the Walker River, NFWF/WBC, and the Walker River Paiute Tribe for the proposed temporary transfer and instream flow dedication. The release plan will describe the proposed schedule and volume of releases to be made from each reservoir during the period of April 1 through October 31, which is generally the irrigation season. The total release will be within the historic range of releases for each reservoir during the irrigation season. If the District determines that stored water releases will occur in amounts exceeding the historic range of releases, the District will consult with California Department of Fish and Wildlife (CDFW) and Mono County to identify potentially unreasonable impacts to fish and wildlife and instream beneficial uses, and to develop measures to avoid or mitigate any such impacts. Within 30 days following consultation, and at least one month prior to the period of releases for the transfer, the District will provide the release plan and verification of consultation to the Division. In addition, the District will promptly inform the Watermaster, NFWF/WBC, the Walker River Paiute Tribe, and the Division of any changes to the release plan. The District will rely upon existing water measurement gages in the Walker River Basin for the purpose of monitoring flows and accounting for the actual releases separately under the District's Licenses 6000 and 9407. The District is currently coordinating with the Watermaster for the Walker River and other stakeholders to identify opportunities to enhance measurement, accounting, and coordination for potential implementation of the second demonstration of the Stored Water Program.

GENERAL INFORMATION

As a result of this proposed temporary transfer and instream flow dedication, the flow in the East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake will increase by up to 25,000 AF during the period of the transfer over what would have occurred absent the proposed transfer. There will be no injury to other legal water users or water quality; in fact, it is anticipated a beneficial effect on fish, wildlife, or other instream beneficial uses will occur as a result of this Petition because the proposed transfer involves the District's existing facilities and will result in increased flows to Walker Lake provided by the District. In addition, the increased flows will result in water quality benefits downstream to and including Walker Lake during and following the period of the releases for the proposed transfer. In the absence of additional flows provided by the District for the proposed temporary transfer, some or all of

these quantities would have been held in storage or would be released from the reservoir and delivered to growers during the irrigation season.

As a result of litigation initiated in 1902, Decree 731 was issued in 1919, by the United States District Court for the District of Nevada, as the first regulatory control on the system as a whole. However, Decree 731 did not include rights for the Walker River Indian Reservation and other irrigators in the Walker River Basin. Decree C-125 (hereinafter referred to as the "Walker River Decree") was issued by the United States District Court for the District of Nevada (Walker River Court) on April 14, 1936 (amended April 24, 1940) as the culmination of the suit *United States of America v. Walker River Irrigation District, et al.* For each water right owner, the Walker River Decree sets forth the source, priority date, the diversion rate at the point of diversion, the number of acres irrigated, and a general description of the place of use of the appropriation.

Water rights for the storage of water in numerous reservoirs are set forth in the Walker River Decree. There are several small reservoirs on the tributaries upstream from Bridgeport and Topaz Reservoirs, used to serve Bridgeport and Antelope Valleys, which are identified in the Walker River Decree. The two major storage facilities and rights documented in the Walker River Decree are for Bridgeport Reservoir and Topaz Reservoir, which are owned and operated by the District. The District uses the available stored water to supplement decreed natural flow rights, and as a primary source of supply for "new lands" (lands with no other surface water right). The Walker River system is a heavily administered and managed system, with coordination between the District, Watermaster for the Walker River, NSE, and other stakeholders. The Walker River Decree defines storage quantities and priorities, but the allocation of the available stored water from Bridgeport Reservoir and Topaz Reservoir is determined by the District. The surface water proposed for temporary transfer and instream flow dedication in this Petition involves previously stored water. It is water which is stored either during the non-irrigation season, or during the irrigation season when all other decreed natural flow rights being exercised are fully satisfied. It is water which was not available when the senior decreed natural flow rights were established by diversion to beneficial use under Nevada and California law.

Stored water right holders have a right to call on their stored water for beneficial use during an irrigation season; however, they do not have an obligation to leave any water in storage at the end of an irrigation season to benefit carryover storage for the subsequent year. There is no set pattern of releases from the reservoirs, and nothing prevents the early drawdown of reservoirs or fluctuating releases during the irrigation season. Similar to the initial demonstration of the Stored Water Program during 2019, it is likely that the water sought to be transferred under the Petition will be released from storage through the latter portion of the irrigation season. As indicated in the Division's Order, this will likely temporarily improve, and will not harm, summer recreation on Bridgeport Reservoir and Topaz Reservoir.

The question of whether the temporary transfer proposed here would injure any other legal user of water was fully litigated as a result of the February 21, 2014 Order as amended May

16, 2014, Exhibits A and B. In *United States v. United States Board of Water Commissioners*, 893 F.3d 578 (9th Cir. 2018), the Ninth Circuit Court of Appeals upheld the Board's conclusion that the proposed changes would not. 893 F.3d at 604.

In addition, the agreement between the District and NFWF requires the District to ensure that lands participating in the Stored Water Program do not receive water from other sources to replace this transferred water. Similar to the initial demonstration of the Stored Water Program during 2019, the District will coordinate with NSE staff prior to, during, and following the proposed transfer to track and account for water use by the District's customers to ensure that the individual allowances of water from all sources is not exceeded by the customers.

The District proposes to release water from Bridgeport Reservoir for the temporary transfer and instream flow dedication. These releases would increase flows downstream to Walker Lake during the transfer period, as compared to the condition absent the transfer, for the purpose of environmental restoration in the Walker River Basin. The proposed releases from Bridgeport Reservoir for the transfer and instream flow dedication would be made in accordance with the District's Bridgeport Reservoir Operations Manual. This includes, but is not limited to, satisfying requirements relative to minimum pool, release ramping, and minimum releases. Absent the proposed temporary transfer by reservoir release, the District would release this water to its growers for irrigation purposes or would retain this volume of surface water in storage pursuant to its water right. Although the instream flows provided by the District could reduce the quantity of water held in storage, the District would not transfer water such that it would adversely impact the District's growers. The District will continue the same stored surface water deliveries to its existing growers not participating in the Stored Water Program with or without the proposed temporary water transfer.

The CDFW and the Lahontan Regional Water Quality Control Board (LRWQCB) have been contacted regarding the Petitions. Copies of the Petitions have been provided to Jeff Brandt and Steve Parmenter (760-872-1123) of CDFW and Patty Kouyoumdjian (530-542-5412) of the LRWQCB for review and comment.

The Stored Water Program is authorized for three years; however, there is not a requirement that it occur three times nor occur during three consecutive years. The implementation of a program each year is dependent upon many factors such as obtaining the necessary regulatory approvals, hydrologic conditions, and the price offered for participation. Therefore, the District and other stakeholders plan to approach each year individually to determine if a lease program is viable and can be implemented. Based on initial review and reactions, the 2019 Stored Water Program has been viewed as a success by stakeholders. In addition, the District and other stakeholders did not receive reports of adverse effects resulting from the 2019 Stored Water Program. For additional information regarding the 2019 Stored Water Program, see the District's summary report filed with the Division on January 8, 2020. As indicated in the summary report, the District is currently coordinating with the Watermaster for the Walker River and other stakeholders to identify opportunities to enhance coordination and adaptation for potential future implementation. Therefore, the District is submitting this Petition for a second demonstration of the Stored Water Program.

Walker River Irrigation District's License 9407
Attachment No. 1 to Petition for Temporary Transfer

DC/kk

5280.2/DRAFT ATTACHMENT 1 TO PETITION FOR TEMPORARY TRANSFER-INSTREAM A1389 01.15.2020

EXHIBIT A

STATE OF CALIFORNIA
CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY
STATE WATER RESOURCES CONTROL BOARD

DIVISION OF WATER RIGHTS

IN THE MATTER OF LICENSES 6000 AND 9407 (APPLICATIONS 2221 AND 1389)
OF WALKER RIVER IRRIGATION DISTRICT

PETITIONS FOR TEMPORARY CHANGE INVOLVING THE TRANSFER AND INSTREAM
FLOW DEDICATION OF 25,000 ACRE-FEET OF WATER

ORDER APPROVING TEMPORARY CHANGES

BY THE DEPUTY DIRECTOR FOR WATER RIGHTS:

1.0 BACKGROUND

On February 28, 2013, the Walker River Irrigation District (District) filed petitions for temporary change involving the transfer of water and instream flow dedication under Licenses 6000 and 9407 with the California State Water Resources Control Board (State Water Board or Board), Division of Water Rights (Division), pursuant to Water Code section 1725 et seq. and section 1707. The petitions involve the waters of the interstate Walker River stream system. The District holds License 6000 for Topaz Reservoir, which is located on the West Walker River, and License 9407 for Bridgeport Reservoir, which is located on the East Walker River. The West Walker River and East Walker River arise in the Sierra Nevada of California and flow into Nevada where they join to create the main stem of the Walker River, which then flows to Walker Lake, a natural desert terminal lake in Nevada.

The purpose of the proposed temporary changes is to assist in implementation of the Walker Basin Restoration Program (Restoration Program), which is administered by the National Fish and Wildlife Foundation (NFWF). The Restoration Program was established in 2009 by Public Law 111-85 and related authorities for the primary purpose of restoring and maintaining Walker Lake, which is critical to recovery of the threatened Lahontan Cutthroat Trout and is an important stopover for migratory waterfowl. Due to insufficient freshwater inflows, Walker Lake's elevation has been declining since the early 1900s and increased salinity levels threaten its ecology. The Restoration Program seeks to increase instream flows to Walker Lake through various basin-wide initiatives.

The Restoration Program includes a three-year water leasing demonstration program to be administered and managed by the District pursuant to an agreement with NFWF. In 2012 the District entered into an amended grant agreement with NFWF to administer and manage a Stored Water Program (SWP) in the Walker River Basin.¹ Under the SWP, surface water will be released from Topaz and Bridgeport Reservoirs for instream dedication to and including Walker Lake. Through the SWP, individual farmers within the District may voluntarily dedicate a portion of their stored water supply to the SWP for at least one year. The District filed the petitions for temporary change in order to implement the SWP and thereby increase inflows to Walker Lake.

¹ First Amendment to [NFWF] Grant Agreement (Nov. 2012) for Project 2010-0059-101 (Water Leasing Demonstration Program in the Walker River Basin).

Deputy Director to perform duties related to processing change petitions in the Walker River action. This Order is adopted pursuant to the delegation of authority in sections 4.4.2 and 4.7.3 of Resolution 2012-0029.

10.0 CONCLUSIONS

The State Water Board has adequate information in its files to make the determinations required by Water Code sections 1707 and 1725 et seq.

The State Water Board concludes that, based on the available information:

1. The proposed transfers involve only an amount of water that would have been consumptively used or stored in the absence of the temporary change.
2. The proposed temporary changes will neither injure, nor unreasonably affect, any legal user of water, including during any potential hydrologic condition that the board determines is likely to occur during the proposed change, through significant changes in water quantity, water quality, timing of diversion or use, consumptive use of water or return flows.
3. The proposed temporary changes will not unreasonably affect fish, wildlife, or other instream beneficial uses.
4. The proposed temporary changes will not increase the amount of water the District is entitled to use.
5. The proposed temporary changes will otherwise meet the requirements of Division 2 of the Water Code.

ORDER

NOW, THEREFORE, IT IS ORDERED THAT the District's petitions for temporary transfer and dedication of water for instream purposes of 25,000 acre-feet pursuant to Water Code sections 1707 and 1725 et seq. are approved for a period of one year, which will commence on the date of final approval, as defined below.

All existing terms and conditions of Licenses 6000 and 9407 remain in effect, except as temporarily amended by the following provisions:


1. The temporary change is limited to a one-year period commencing on the date of final approval. Final approval means that all related approvals by the federal District Court have been obtained, including modification of the Walker River Decree by the federal District Court to recognize (i) the State Water Board's approval of the changes under this Order and (ii) approval by the Nevada State Engineer of a change application submitted by an individual within the District to implement the SWP. Within 30 days after receiving the final approval, the District shall notify, and provide copies to, the Deputy Director for Water Rights of the approval. The one-year period does not include any time required for monitoring, reporting, or mitigation before or after the temporary change is carried out.
2. In addition to all other purposes of use authorized by Licenses 6000 and 9407, the purpose of use of the licenses is temporarily amended to include preservation and enhancement of fish and wildlife within the following reaches: 1) for License 6000, the West Walker River from Topaz Reservoir to the confluence of the Walker River, thence

the Walker River to and encompassing Walker Lake; and 2) for License 9407, the East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake.

3. The place of use under License 6000 is temporarily expanded to include preservation and enhancement of fish and wildlife within the reach between West Walker River from Topaz Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, within the following boundaries: Upstream Limit – Topaz Reservoir being within the SE ¼ of SE ¼ of Section 12, T9N, R22E, MDB&M; Downstream Limit – The terminus of Walker River into and including Walker Lake within T9 to 11N, R29 to 30E, MDB&M, as shown on map filed with the State Water Board for License 6000 and maps prepared by NFWF, submitted with the petitions as Attachment A.
4. The place of use under License 9407 is temporarily expanded to include preservation and enhancement of fish and wildlife within the reach between East Walker River from Bridgeport Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, within the following boundaries: Upstream Limit – Bridgeport Reservoir being within the SE ¼ of the NE ¼ of Section 34, T36N, R25E, MDB&M; Downstream Limit – The terminus of Walker River into and including Walker Lake within T9-11N, R29-30E, MDB&M, as shown on map filed with the State Water Board for License 9407 and maps prepared by NFWF submitted with the petitions as Attachment A.
5. Water transferred pursuant to this Order shall be limited to a combined maximum of 25,000 af to be released from either Topaz Reservoir or Bridgeport Reservoir, or both.
6. The District shall develop and operate to a schedule of releases for the transfer in consultation with the Water Master, NFWF, and the Tribe. The District shall promptly inform these parties of any changes to the release schedule.
7. During the transfer period, the District landowners participating in the transfer authorized by this Order to implement the SWP shall not receive a supplemental or replacement water supply to offset, in any manner, the transferred water.
8. During the transfer period, the District shall comply with the section F, Annual Monitoring Plan, of Attachment A to First Amendment to [NFWF] Grant Agreement [November 2012] Regarding [District] Lease of Water Demonstration Program, Stored Water Program, and Water Measurement and Control Phase, and the public reporting provisions of section J.3 of that Attachment A. If section F or section J.3 of Attachment A are amended prior to, or during, the transfer period, the District shall promptly inform the Deputy Director for Water Rights.
9. During the transfer period, the District shall schedule reservoir releases to be made during the irrigation season (April 1 through October 31) to be within the historic range of releases during the irrigation season. The District may release stored water either (i) during the irrigation season in amounts exceeding the historic range of releases during the irrigation season, or (ii) after the irrigation season ends, if the District first consults with DFW and Mono County to avoid harm to fish and wildlife and downstream habitat. Such consultation shall include the establishment of a flow ramping schedule to avoid harm through rapid fluctuations in instream levels.

10. Within 90 days of completion of the transfer period, the District shall provide a report to the Deputy Director for Water Rights describing the transfer authorized by this Order. The report shall include the following information:
- a. The daily, monthly, and total volumes of water transferred for instream flow dedication from 1) Topaz Reservoir and from 2) Bridgeport Reservoir pursuant to this Order.
 - b. Documentation that the water transferred did not result in an increase in water diverted to storage in both Topaz Reservoir and Bridgeport Reservoir from the source waters of the District's licenses beyond the quantities that would otherwise have been diverted absent the transfer.
 - c. Documentation of compliance with all other conditions of this order.
11. No water shall be diverted or used pursuant to this Order, and no construction related to such diversion shall commence, unless petitioner has obtained and is in compliance with all necessary permits or other approvals required by other agencies.
12. Pursuant to Water Code sections 100 and 275 and the common law public trust doctrine, all rights and privileges under this temporary change Order, including method of use and quantity of water diverted, are subject to the continuing authority of the State Water Board in accordance with the law and in the interest of the public welfare to protect public trust uses and to prevent waste, unreasonable use, unreasonable method of use or unreasonable method of diversion of said water.
13. This order does not authorize any act that results in the taking of an endangered, threatened or candidate species or any act that is now prohibited, or becomes prohibited in the future, under either the California Endangered Species Act (Fish & G. Code, § 2050 et seq.) or the federal Endangered Species Act (16 U.S.C.A. § 1531 et seq.). If a "take" will result from any act authorized under this transfer, the petitioner shall obtain authorization for an incidental take permit prior to construction or operation. Petitioner shall be responsible for meeting all requirements of the applicable Endangered Species Acts for the temporary change authorized under this Order.
- (0000014)
14. I reserve jurisdiction to supervise the transfer, exchange, and use of water under this Order, and to coordinate or modify terms and conditions, for the protection of vested rights, fish, wildlife, instream beneficial uses and the public interest as future conditions may warrant.

STATE WATER RESOURCES CONTROL BOARD



*Barbara Evoy, Deputy Director
Division of Water Rights*

Dated: **FEB 21 2014**

EXHIBIT B

STATE OF CALIFORNIA
STATE WATER RESOURCES CONTROL BOARD

ORDER WR 2014-0020-EXEC

In the Matter of the Petitions for Reconsideration by
**United States Board of Water Commissioners for the Walker River
and
Mono County**

Regarding Walker River Irrigation District's Petitions for Temporary Transfer and
Change

SOURCE: East and West Walker Rivers

COUNTY: Mono

**ORDER DENYING RECONSIDERATION AND MODIFYING THE DIVISION'S
ORDER CONDITIONALLY APPROVING THE PETITIONS**

BY THE EXECUTIVE DIRECTOR¹:

1.0 INTRODUCTION

On February 21, 2014, the State Water Resources Control Board's (State Water Board), Division of Water Rights (Division), through its Deputy Director for Water Rights, conditionally approved the Walker River Irrigation District's (District) two petitions for temporary change involving the transfer of water and instream flow dedication under Water Code section 1725 et seq. and section 1707.² The District

¹ State Water Board Resolution 2002-0104 delegates to the Executive Director the authority to conduct and supervise the activities of the State Water Board. Unless a petition for reconsideration raises matters that the State Water Board wishes to address or requires an evidentiary hearing before the board, the Executive Director's consideration of petitions for reconsideration of a staff decision or order falls within the scope of the authority delegated under Resolution 2002-0104. Accordingly, the Executive Director has the authority to refuse to reconsider the decision or order, deny the petition, set aside or modify the decision or order, or take other appropriate action. (Cal. Code Regs., tit. 23, § 770.)

² The Division's February 21, 2014 Order Approving Temporary Changes is referred to herein as the "Order." Pursuant to authority delegated by the State Water Board in Resolution 2012-0029, the Deputy Director for Water Rights may perform the duties that are the subject of this proceeding.

To the extent that this order does not address all of the issues raised in the petitions for reconsideration, the State Water Board finds either that the requirements for a petition for reconsideration under California Code of Regulations, title 23, section 770 have not been met, the issues raised are insubstantial, or the issues are appropriately addressed in the Division's Order.

ORDER

IT IS HEREBY ORDERED THAT, for the foregoing reasons, the petitions for reconsideration of USBWC and Mono County are denied, and the Division's Order is affirmed except as modified below. Conditions 6 and 9 of the Division's Order are amended as follows:

1. Condition 6 on page 21 is amended as follows:

The District shall develop and operate to a schedule of releases for the transfer in consultation with the Water Master, NFWF, and the Tribe. Within 30 days after consultation, the District shall provide verification to the Division of Water Rights that such consultation has occurred and information regarding any actions taken or that will be taken as the result of the consultation. The District shall promptly inform ~~these parties~~ the Water Master, NFWF, the Tribe, and the Division of Water Rights of any changes to the release schedule.

If any dispute arises during consultation regarding potential injury to legal users of water, the Deputy Director for Water Rights shall decide the matter. Consultation is required only when necessary to carry out this transfer; unless otherwise required by law, consultation is not required for releases of stored water for purposes unrelated to the transfer, such as irrigation, flood control, and dam safety.

2. Condition 9 on page 21 is amended as follows:

During the transfer period, the District shall schedule reservoir releases to be made during the irrigation season (April 1 through October 31) to be within the historic range of releases during the irrigation season.

The historic range of releases are those releases that have taken place under existing license conditions, including any requirements for reservoir surface water elevation, minimum pool, bypass flows, or ramping schedules. At least one month prior to the transfer period, the District must develop a plan that identifies the historic range of releases during the irrigation season and that evaluates whether water to be transferred during the irrigation season is within the historic range of releases. The District shall provide the plan to the Division of Water Rights and make the plan publically available.

In order for ~~the~~ the District may to release stored water either (1) during the irrigation season in amounts exceeding the historic range of releases during the irrigation season, or (2) after the irrigation season ends, if the District first shall consults with DFW and Mono County to identify potentially unreasonable impacts avoid harm to fish and wildlife and downstream habitat instream beneficial uses and to develop measures to avoid or mitigate any such impacts. Such consultation shall include (a) development of a schedule of releases for each reservoir; (b) the establishment of a flow ramping rates; (c) establishment of stream flow release limitations, if necessary; and (d) development of a monitoring plan for implementation to ensure that release of stored water under (1) or (2) does not result in unreasonable impacts to fish, wildlife, or instream beneficial uses. schedule to avoid harm through rapid fluctuations in instream levels. The monitoring plan shall focus on specific fisheries concerns during the periods of release under (1) or (2) above. A monthly monitoring report shall be submitted to DFW, Mono County, and the Deputy Director for Water Rights and a

final report of the results of the monitoring submitted no later than 90 days after the transfer period ends.

Within 30 days after consultation, the District shall provide verification to the Division of Water Rights that such consultation has occurred and information regarding any actions taken or that will be taken as the result of the consultation. If any dispute arises during consultation regarding unreasonable impacts to fish, wildlife, and other instream beneficial uses, or measures to avoid or mitigate such impacts, the Deputy Director for Water Rights shall decide the matter. Consultation is required only when necessary to carry out this transfer; unless otherwise required by law, consultation is not required for releases of stored water for purposes unrelated to the transfer, such as irrigation, flood control, and dam safety.

Dated: 5/16/14

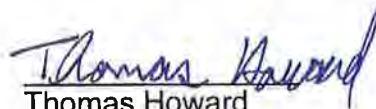

Thomas Howard
Executive Director

EXHIBIT C

STATE OF NEVADA
COUNTY OF WASHOE

UNPAID RECORDS, INDICATE ONLY, SHOULD BE PAID BY THE APPLICANT. THE APPLICANT IS RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS APPLICATION. THE APPLICANT IS RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS APPLICATION. THE APPLICANT IS RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED IN THIS APPLICATION.

Michael D. Buckelstein
MICHAEL D. BUCKELSTEIN, REGISTERED PROFESSIONAL ENGINEER
6-11-17

APPLICANT AND PUBLIC TO BE PAID IN
THIS DAY OF May, 2017
COUNTY OF Washoe, NEVADA
BY Michael D. Buckelstein



BASIS OF BEARING

1. STATE PLANE - NAD 83 (NAD 83) (NAD 83)
2. ALL BEARINGS ARE TRUE BEARINGS
3. ALL BEARINGS ARE TRUE BEARINGS

REFERENCES

1. STATE PLANE - NAD 83 (NAD 83) (NAD 83)
2. ALL BEARINGS ARE TRUE BEARINGS
3. ALL BEARINGS ARE TRUE BEARINGS

Sheet 1 of 6

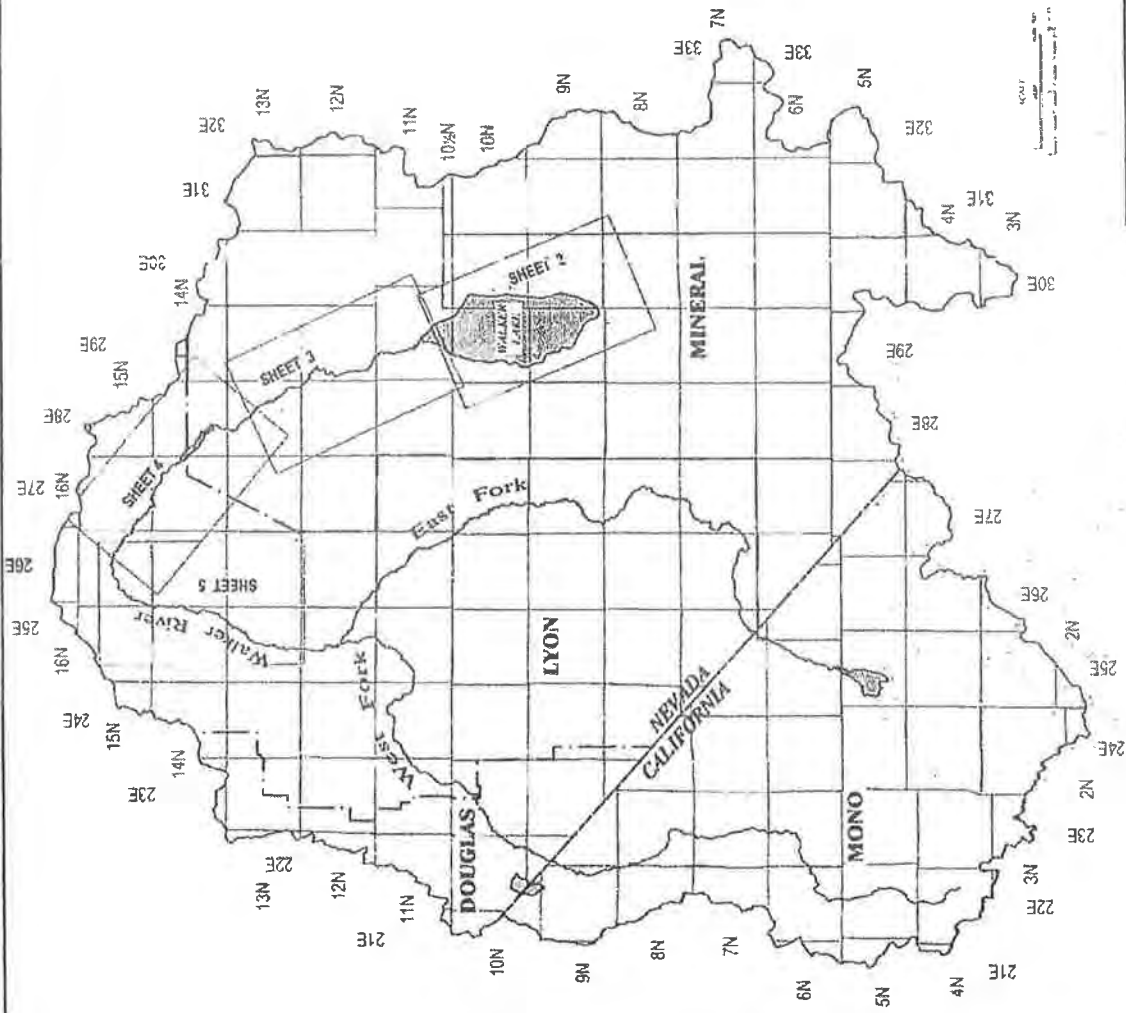
Michael D. Buckelstein Consulting, Inc.
Post Office Box 11171
Sparks, Nevada 89406
(775) 335-2300 Fax: (775) 335-1111

MAP TO ACCOMPANY APPLICATION TO CHANGE THE PLACE AND NUMBER OF USE OF PORTIONS OF THE WALKER RIVER DECREE C-113 CLAIMS 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, and 38

FOR WILDLIFE PURPOSES IN ACCORDANCE WITH NRS CHAPTER 533

THE NATIONAL FISH AND WILDLIFE FOUNDATION
THE WALKER RIVER AND ITS TRIBUTARIES

LYON/MINERAL COUNTIES NEVADA



STATE ENGINEERS USE

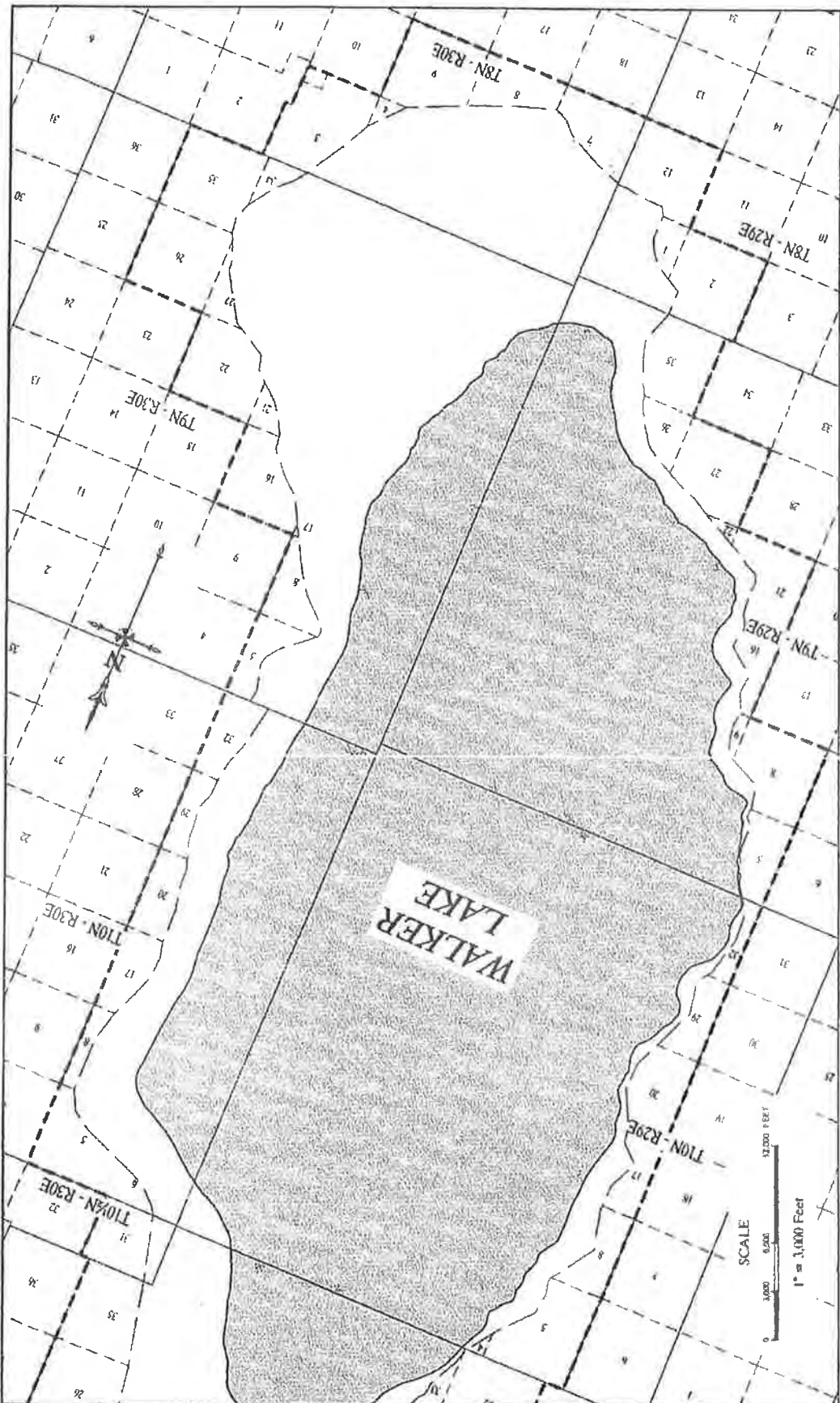
LEGEND

- WALKER RIVER FISH BOUNDARY
- COUNTY LINE
- STATE LINE
- TOWNSHIP



Exhibit A

81704 80700



Sheet 2 of 6

Michael D. Dinschman Consulting, Inc.
 One Office Park Drive
 Sparks, Nevada 89410
 (775) 333-6267 FAX: (775) 333-7774

**WILDLIFE PURPOSES IN ACCORDANCE WITH
 THE NATIONAL FISH AND WILDLIFE FOUNDATION
 THE WALKER RIVER AND ITS TRIBUTARIES**

NEVADA

LEGEND

- WALKER RIVER MAIN CHANNEL
- COUNTY LINE
- TOWNSHIP
- RANGE
- SECTION
- WALKER LAKE PERIMETER
- PROPOSED PLACE OF USE

STATE ENGINEER'S USE

BASIS OF REPLYING

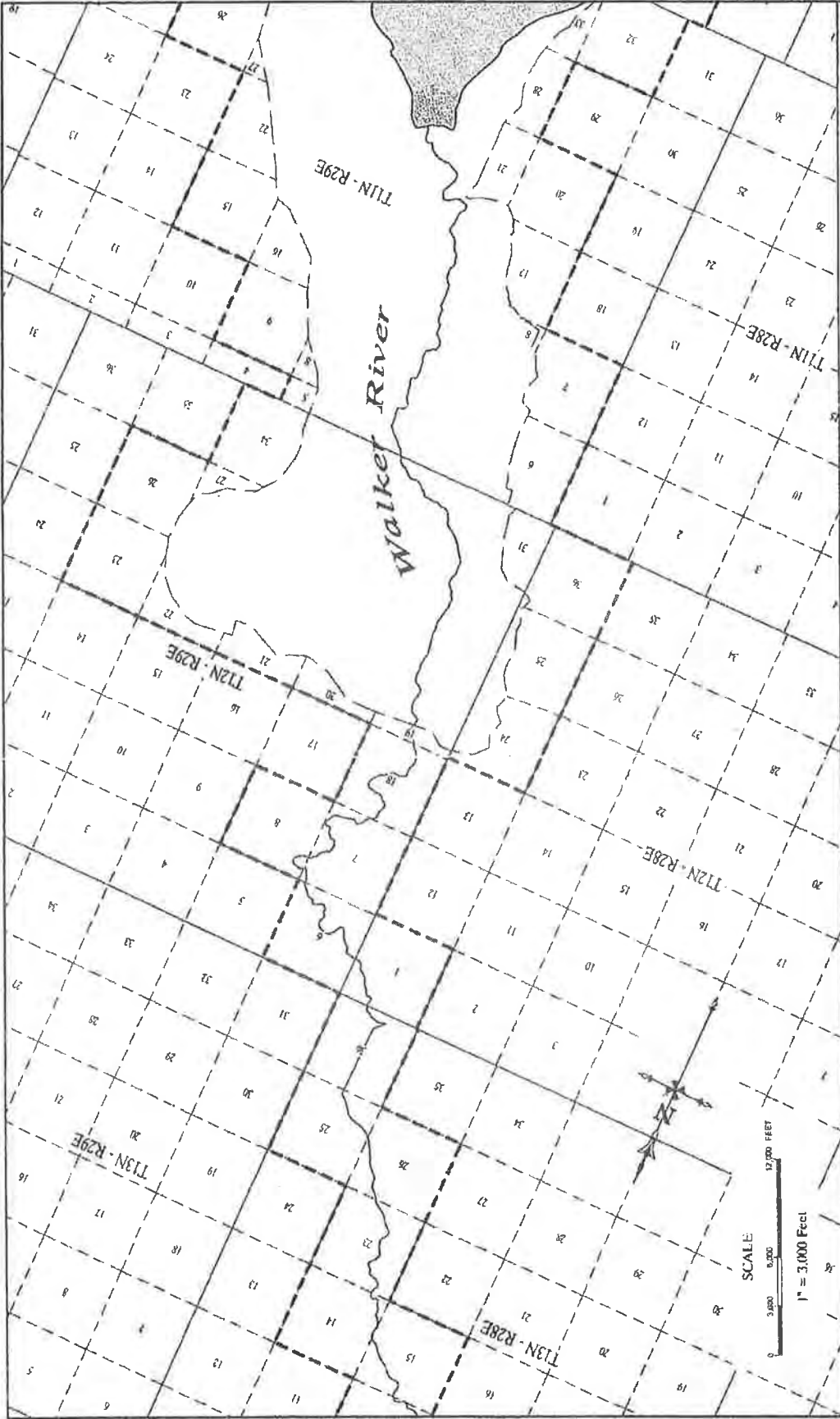
1. BASE PLANS - SURVEY, MEAS, AND REPORT
2. ALL PUBLIC LAND SURVEY DATA SHOWN IN REPORT SHOULD BE A RECORD MAP (PL 86-616)

FILED
 APR 11 2005
 WALKER RIVER DISTRICT

HMS
 HILLSMAN CONSULTANTS
 1000 N. RIVER ST.
 SPARKS, NV 89410
 (775) 333-6267

81704 80700

Exhibit A



Michael D. Buchelman Consulting, Inc.
 10000 N. STATE ST.
 SUITE 200
 SPARKS, NEVADA 89423
 (775) 333-8888 FAX (775) 333-8888

MAP TO ACCOMPANY APPLICATION TO CHANGE THE PLACE AND NUMBER OF USE OF PORTIONS OF THE WALKER RIVER DECREE C-723, CLAUSES 2, 23A, 33, 41, 47, AND 83 FOR WILDLIFE PURPOSES IN ACCORDANCE WITH NRS CHAPTER 500 OF THE NATIONAL FISH AND WILDLIFE FOUNDATION THE WALKER RIVER AND ITS TRIBUTARIES LYON MINERAL COUNTIES NEVADA

LEGEND

- WALKER RIVER BOUNDARY
- COUNTY LINE
- TOWNSHIP
- SECTION
- RANGES/LINES/SECTIONS
- PROPERTY OF USFS

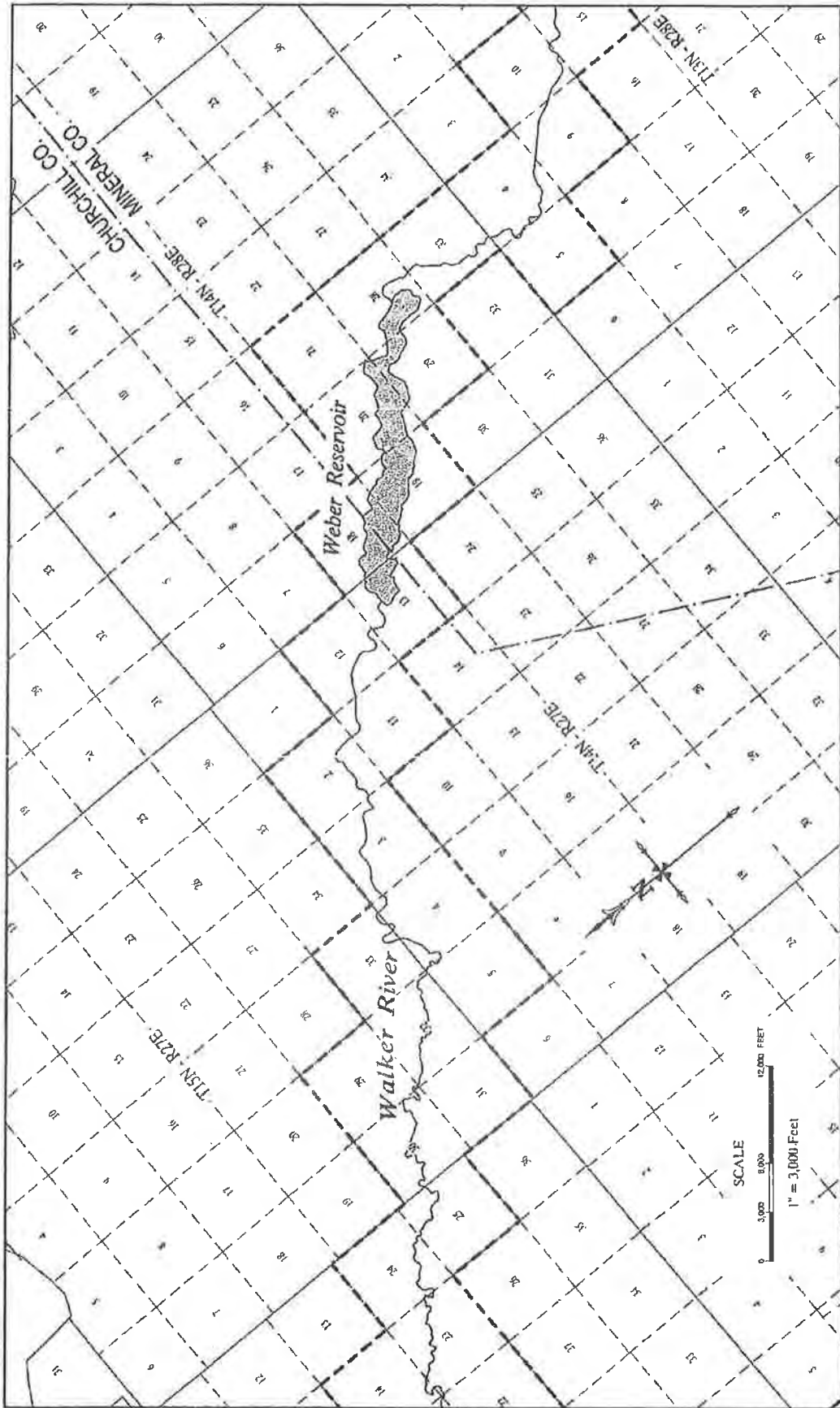
STATE ENGINEER'S USE

FILED
 MAY 13 1988

HMS
 HUNTER MINERAL SERVICES
 10000 N. STATE ST.
 SUITE 200
 SPARKS, NEVADA 89423
 (775) 333-8888 FAX (775) 333-8888

81704 80700

Exhibit A



Sheet 4 of 6

Michael D. Biscobman Consulting, Inc.
 Nevada State Engineer
 1751 13th Street, Suite 100
 Reno, Nevada 89502

MAP TO ACCOMPANY APPLICATION TO CHANGE THE PLACE AND MANNER OF USE OF PORTIONS OF THE WALKER RIVER BEGEE CANAL FOR WILDLIFE PURPOSES IN ACCORDANCE WITH HRS CHAPTER 533 BY THE NATIONAL FISH AND WILDLIFE FOUNDATION FROM THE WALKER RIVER AND ITS TRIBUTARIES LYON/MINERAL COUNTIES NEVADA

BASIS OF BEING:
 1. STATE PLAT - NE 1/4 SW 1/4, AND SW 1/4 (P21)
 2. ALL PUBLIC LAND SURVEY DATA SHOWN IN REPORT SUBJECT TO A PERSONAL RECALL



STATE ENGINEER'S USE

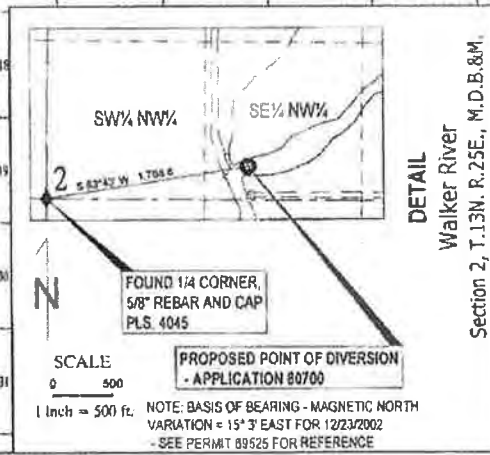
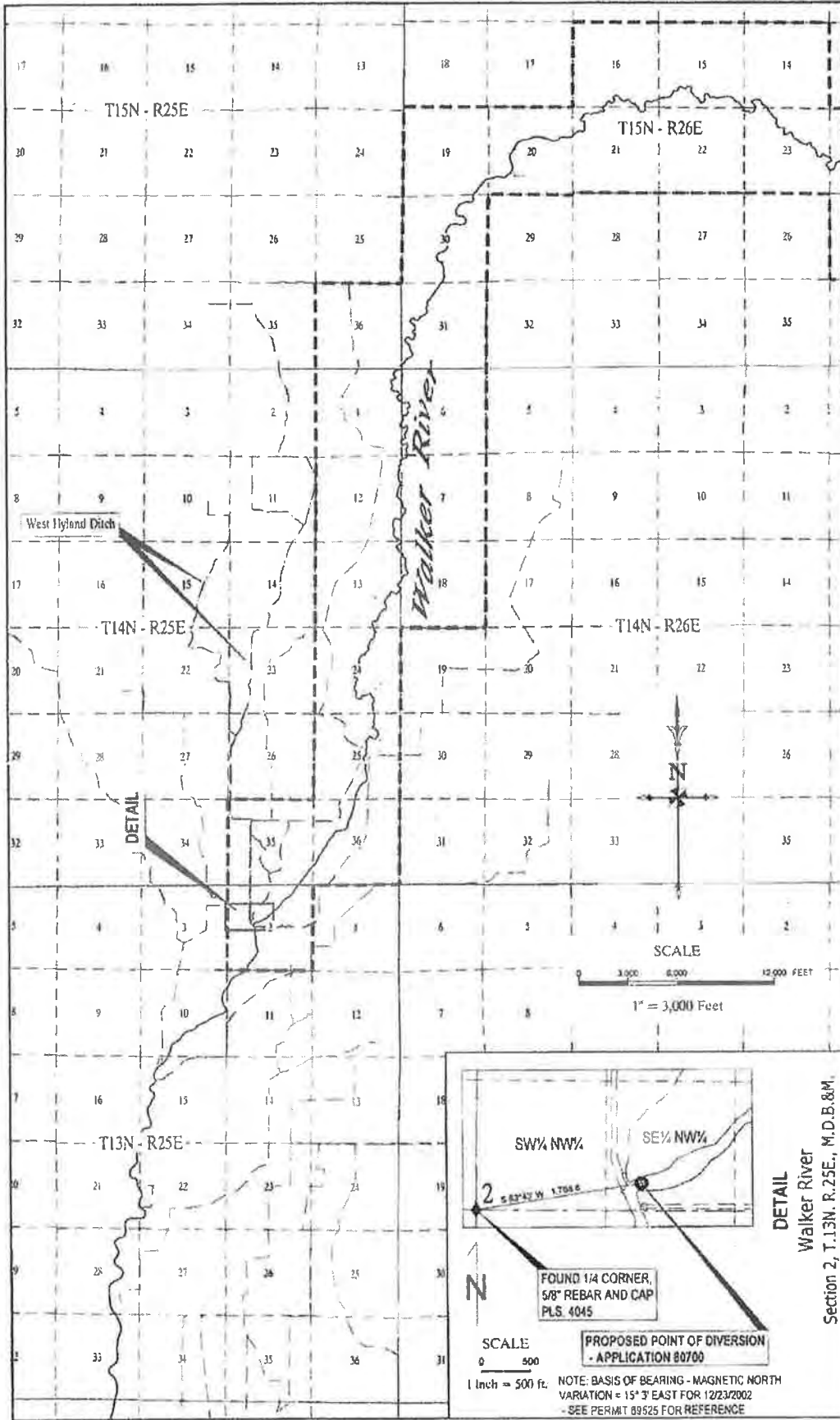
LEGEND

- WALKER RIVER EXISTING BOUNDARY
- COUNTY LINE
- SECTION
- TOWNSHIP
- SECTION
- PROPOSED PLACE OF USE



Exhibit A

81704 80700



Sheet 5 of 6

Michael D. Bushelina Consulting, Inc.
1000 S. WALKER RIVER
SPRING VALLEY, NEVADA 89415
(702) 375-4200 FAX

MAP TO ACCOMPANY APPLICATION DESIGNED TO CHANGE THE PLACE AND MANNER OF USE OF CERTAIN PUBLIC LANDS UNDER PROPOSED C-115
CUMULATIVE ACTION NO. 15-47-048-00

WILDLIFE PURPOSES IN ACCORDANCE WITH
MRS. CHAPTER 333
OF
THE NATIONAL FISH AND WILDLIFE FOUNDATION
THE WALKER RIVER AND ITS TRIBUTARIES
LYON AND MINERAL COUNTIES, NEVADA

BASIS OF BEARING
1. STATE POLAR VECTOR NORTH, AND AS GIVEN
2. ALL PUBLIC LAND SURVEYS DATA SHOWN IN
BOBBY DUNN (MARE & NEIGHBOR PLATS)

STATE ENGINEER'S USE

FILED
NO 11 2017

LEGEND

- WALKER RIVER MAIN COURSEWAY
- COUNTY LINE
- STATE LINE
- 10/65-06
- SECTION
- QUADRANT
- PROPOSED PLACE OF USE

HMS
HMS ENGINEERING & SURVEYING, INC.
1000 S. WALKER RIVER
SPRING VALLEY, NEVADA 89415
(702) 375-4200 FAX

State of California
State Water Resources Control Board
DIVISION OF WATER RIGHTS
P.O. Box 2000, Sacramento, CA 95812-2000
Tel: (916) 341-5300 Fax: (916) 341-5400
<http://www.waterboards.ca.gov/waterrights>

ENVIRONMENTAL INFORMATION FOR PETITIONS

This form is required for all petitions.

Before the State Water Resources Control Board (State Water Board) can approve a petition, the State Water Board must consider the information contained in an environmental document prepared in compliance with the California Environmental Quality Act (CEQA). This form is not a CEQA document. If a CEQA document has not yet been prepared, a determination must be made of who is responsible for its preparation. As the petitioner, you are responsible for all costs associated with the environmental evaluation and preparation of the required CEQA documents. Please answer the following questions to the best of your ability and submit any studies that have been conducted regarding the environmental evaluation of your project. If you need more space to completely answer the questions, please number and attach additional sheets.

DESCRIPTION OF PROPOSED CHANGES OR WORK REMAINING TO BE COMPLETED

For a petition for change, provide a description of the proposed changes to your project including, but not limited to, type of construction activity, structures existing or to be built, area to be graded or excavated, increase in water diversion and use (up to the amount authorized by the permit), changes in land use, and project operational changes, including changes in how the water will be used. For a petition for extension of time, provide a description of what work has been completed and what remains to be done. Include in your description any of the above elements that will occur during the requested extension period.

See Attachment No. 1 to Environmental Information.

Insert the attachment number here, if applicable:

1

Coordination with Regional Water Quality Control Board

For change petitions only, you must request consultation with the Regional Water Quality Control Board regarding the potential effects of your proposed change on water quality and other instream beneficial uses. (Cal. Code Regs., tit. 23, § 794.) In order to determine the appropriate office for consultation, see: http://www.waterboards.ca.gov/waterboards_map.shtml. Provide the date you submitted your request for consultation here, then provide the following information.

Date of Request

01/15/2020

Will your project, during construction or operation, (1) generate waste or wastewater containing such things as sewage, industrial chemicals, metals, or agricultural chemicals, or (2) cause erosion, turbidity or sedimentation?

Yes No

Will a waste discharge permit be required for the project?

Yes No

If necessary, provide additional information below:

Not Applicable.

Insert the attachment number here, if applicable:

Local Permits

For temporary transfers only, you must contact the board of supervisors for the county(ies) both for where you currently store or use water and where you propose to transfer the water. (Wat. Code § 1726.) Provide the date you submitted your request for consultation here.

Date of Contact

01/16/2020

For change petitions only, you should contact your local planning or public works department and provide the information below.

Person Contacted: Date of Contact:

Department: Phone Number:

County Zoning Designation:

Are any county permits required for your project? If yes, indicate type below. Yes No

- Grading Permit
- Use Permit
- Watercourse
- Obstruction Permit
- Change of Zoning
- General Plan Change
- Other (explain below)

If applicable, have you obtained any of the permits listed above? If yes, provide copies. Yes No

If necessary, provide additional information below:

Not Applicable.

Insert the attachment number here, if applicable:

Federal and State Permits

Check any additional agencies that may require permits or other approvals for your project:

- Regional Water Quality Control Board Department of Fish and Game
- Dept of Water Resources, Division of Safety of Dams California Coastal Commission
- State Reclamation Board U.S. Army Corps of Engineers U.S. Forest Service
- Bureau of Land Management Federal Energy Regulatory Commission
- Natural Resources Conservation Service

Have you obtained any of the permits listed above? If yes, provide copies. Yes No

For each agency from which a permit is required, provide the following information:

Agency	Permit Type	Person(s) Contacted	Contact Date	Phone Number
Not Applicable.				

If necessary, provide additional information below:

Not Applicable.

Insert the attachment number here, if applicable:

Construction or Grading Activity

Does the project involve any construction or grading-related activity that has significantly altered or would significantly alter the bed, bank or riparian habitat of any stream or lake? Yes No

If necessary, provide additional information below:

Not Applicable.

Insert the attachment number here, if applicable:

Archeology

Has an archeological report been prepared for this project? If yes, provide a copy. Yes No

Will another public agency be preparing an archeological report? Yes No

Do you know of any archeological or historic sites in the area? If yes, explain below. Yes No

If necessary, provide additional information below:

Not Applicable.

Insert the attachment number here, if applicable:

Photographs

For all petitions other than time extensions, attach complete sets of color photographs, clearly dated and labeled, showing the vegetation that exists at the following three locations:

See Attachment No. 1

Along the stream channel immediately downstream from each point of diversion

Along the stream channel immediately upstream from each point of diversion

At the place where water subject to this water right will be used

Maps See Attachment No. 1

For all petitions other than time extensions, attach maps labeled in accordance with the regulations showing all applicable features, both present and proposed, including but not limited to: point of diversion, point of redirection, distribution of storage reservoirs, point of discharge of treated wastewater, place of use, and location of instream flow dedication reach. (Cal. Code Regs., tit. 23, §§ 715 et seq., 794.)

Pursuant to California Code of Regulations, title 23, section 794, petitions for change submitted without maps may not be accepted.

All Water Right Holders Must Sign This Form:

I (we) hereby certify that the statements I (we) have furnished above and in the attachments are complete to the best of my (our) ability and that the facts, statements, and information presented are true and correct to the best of my (our) knowledge. Dated at


Water Right Holder or Authorized Agent Signature

Water Right Holder or Authorized Agent Signature

NOTE:

- Petitions for Change may not be accepted unless you include proof that a copy of the petition was served on the Department of Fish and Game. (Cal. Code Regs., tit. 23, § 794.)
- Petitions for Temporary Transfer may not be accepted unless you include proof that a copy of the petition was served on the Department of Fish and Game and the board of supervisors for the county(ies) where you currently store or use water and the county(ies) where you propose to transfer the water. (Wat. Code § 1726.)

Attachment No. 1
to Environmental Information for
Petition for Temporary Transfer and Instream Flow Dedication
by Walker River Irrigation District

DESCRIPTION OF PROPOSED CHANGES

Walker River Irrigation District (District) is filing Petitions for Temporary Transfer and Instream Flow Dedication (Petitions) to its Licenses 6000 and 9407 (Applications 2221 and 1389, respectively) in order to assist with increasing the flow into Walker Lake for environmental restoration in the Walker River Basin as provided in Public Law 111-85, which established the Walker River Restoration Program. The purpose of these Petitions is to add to the existing places of use covered under Licenses 6000 and 9407 by including the downstream river segments of the West Walker River and the East Walker River, respectively, and the Walker River to and encompassing Walker Lake. In addition, the purpose of the Petitions is to add Fish and Wildlife Preservation and Enhancement as an additional purpose of use under Licenses 6000 and 9407. There are no changes to the existing points of diversion, places of use, or purposes of use identified in Licenses 6000 and 9407.

The District has an agreement with the National Fish and Wildlife Foundation (NFWF), predecessor to the Walker Basin Conservancy (WBC), to administer and manage a "Stored Water Program" in the Walker River Basin. The purpose of the Stored Water Program is to release surface water from Topaz Reservoir and Bridgeport Reservoir for instream flow dedication to and including Walker Lake. The District proposes to release up to 25,000 AF for instream dedication to Walker Lake involving surface water that was previously stored or would have otherwise been held in storage at Topaz Reservoir or Bridgeport Reservoir under Licenses 6000 and 9407, respectively, absent the proposed transfer, some or all of which would have been released for irrigation purposes within the District. Combined, the Petitions are limited to a total of 25,000 AF released from Topaz Reservoir and Bridgeport Reservoir. The releases by the District for the proposed temporary water transfer would occur during a period of up to one year following approval of the Petitions.

The Petitions do not involve a physical change to the District's existing diversion facilities or its existing conveyance system, including the existing Topaz Reservoir and Bridgeport Reservoir. The proposed quantities of water to be released by the District for the water transfer and instream flow dedication are variable and depend upon hydrologic conditions and participation in the Stored Water Program by individual growers within the District. Following evaluation of participation by growers in the Stored Water Program, the District will develop a schedule of releases (release plan) for the proposed temporary transfer and instream flow dedication, in consultation with the Watermaster for the Walker River, NFWF/WBC, and the Walker River Paiute Tribe. For additional information, refer to Attachment No. 1 to the Petitions.

PHOTOGRAPHS

No changes to the present authorized points of diversion or places of use are proposed. Photographs along the stream channel at the present points of diversion and within the present places of use are included in the State Water Board's files for Licenses 6000 and 9407; and thus, the District respectfully requests that said photographs be made a part of the record for these Petitions. The proposed additional places of use, including the East Walker River from Bridgeport Reservoir to the confluence of the Walker River, and the West Walker River from Topaz Reservoir to the confluence of the Walker River, thence the Walker River to and encompassing Walker Lake, are well known and documented. For reference, see the website for the Walker River Restoration Program < www.walkerbasin.org >, which contains several photographs. Additional photographs may be made available upon request.

MAPS

The present authorized points of diversion and present places of use are shown on a map filed with the State Water Board for Licenses 6000 and 9407. The proposed additional places of use and instream flow dedication reach are shown on a map filed with the State Water Board for Licenses 6000 and 9407, together with maps included as Exhibit C to the Petitions, which were prepared by NFWF for the lower reaches of the Walker River to and including Walker Lake.

DC/kk

5280.2/DRAFT ATTACHMENT 1 TO ENVIRONMENTAL FORM WALKER TEMPORARY TRANSFER-INSTREAM 01.15.2020



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

TIME REQUIRED

SUBJECT

FERC Letter to SCE re: 2019 Dam
Safety Inspection Follow-up for SCE
Eastern Operations Dams

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Federal Energy Regulatory Commission (FERC) letter to Southern California Edison (SCE) regarding 2019 Dam Safety Inspection Follow-up for SCE eastern operations dams.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Letter

History

Time	Who	Approval
1/29/2020 3:34 PM	County Administrative Office	Yes
1/29/2020 5:42 PM	County Counsel	Yes
1/30/2020 12:24 PM	Finance	Yes

FEDERAL ENERGY REGULATORY COMMISSION
Office of Energy Projects
Division of Dam Safety and Inspections – San Francisco Regional Office
100 First Street, Suite 2300
San Francisco, CA 94105-3084
(415) 369-3300 Office – (415) 369-3322 Facsimile

January 14, 2020

In reply refer to:
Project Nos. 1388, 1389, 1390,
1394 - CA
NATDAM Nos. Enclosure 2

Mr. James A. Buerkle
Director of Generation
Southern California Edison Company
1515 Walnut Grove Ave
Rosemead, CA 91770-3710

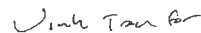
Re: 2019 Dam Safety Inspection Follow-up for SCE Eastern Operations Dams

Dear Mr. Buerkle:

On September 16-19, 2019, Mr. Chris Wang of this office inspected the Eastern Operations dams listed in Enclosure 1. Based on observations made and discussions held during the inspection, the action items in Enclosure 2 require your attention.

Within 45 days of the date of this letter, please provide a response to our comments or a plan and schedule to address our comments. We appreciate your continued efforts in this aspect of the Commission's dam safety program. If you have any questions, please contact Mr. Wang at (415) 369-3366.

Sincerely,



Frank L. Blackett, P.E.
Regional Engineer

Enclosures (2)

Enclosure 1

SCE Eastern Operations Dams Inspected During FY19 DSI

SCE Eastern Operations Dams		
Project No.	Dam, Canal, or Conduit Name	NATDAM No.
1388	Saddlebag Lake	CA00455
1388	Tioga Lake Main	CA00456
1388	Tioga Lake Auxiliary	CA00456
1388	Rhinedollar	CA00457
1389	Rush Meadows	CA00450
1389	Gem Lake	CA00453
1389	Agnew Lake	CA00454
1390	Lundy Lake	CA00451
1394	Hillside	CA00446
1394	Sabrina	CA00448
1394	Bishop Creek Intake No. 2	CA00449
1394	Green Creek Diversion	CA83072
1394	Birch Creek West Diversion	CA83075

FEDERAL ENERGY
REGULATORY COMMISSION
1111 First Street NE
Washington, DC 20426

MONO, COUNTY OF
BOARD OF SUPERVISORS
BRIDGEPORT, CA 93517-

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01/16/2020
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ZIP 20426
041M12252870

Docket No. P-1388

JAN 23 2020

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351730636 8303



Enclosure 2

2019 Dam Safety and Operation Inspection Follow-up
SCE Eastern Operations Projects

Rush Meadows Dam, Rush Creek Project, FERC Project No. 1389

1. Significant amounts of woody debris were noted near the cut notch at the right abutment (upstream), low level outlet, and various locations along the reservoir footprint of Rush Meadows Dam. Assess the need for removal of the woody debris due to the possibility of plugging the notch and/or low-level outlet during storm events.

Rush Creek Powerhouse, Rush Creek Project, FERC Project No. 1389

2. Evaluate the erosion/scour in the tailrace right bank wall, and the void observed on the on top of left bank wall, both approximately 50 feet from the powerhouse. Make repairs as necessary.

Gem Lake Dam, Rush Creek Project, FERC Project No. 1389

3. At Arch 8, the PVC pipe capturing the seepage flow is damaged. Make repairs or develop a different system to capture all the flow.
4. Cracking and spalling of concrete has exposed the rebar at the base of Arch 1 (right section). Assess and repair the deteriorated concrete as necessary.

Bishop Creek Powerhouse 2, Bishop Creek Project, FERC Project No. 1394

5. Assess the crack/spalling observed at the tailrace of Powerhouse 2. Make repairs as necessary.



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

TIME REQUIRED

SUBJECT FERC Order Incorporating Revised
Forest Service Conditions

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

On October 17, 2019, Southern California Edison (SCE) filed a request with the Federal Energy Regulatory Commission (FERC) to incorporate the revised United States Forest Service (USFS) 4(e) conditions no. 4 and no. 5 into the project license for the Lee Vining Project No. 1388, located on Lee Vining Creek.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p> Order</p>
--

History

Time	Who	Approval
1/29/2020 3:30 PM	County Administrative Office	Yes
1/29/2020 5:43 PM	County Counsel	Yes
1/30/2020 12:27 PM	Finance	Yes

170 FERC ¶ 62,015

UNITED STATES OF AMERICA
FEDERAL ENERGY REGULATORY COMMISSION

Southern California Edison Company

Project No. 1388-080

ORDER INCORPORATING REVISED FOREST SERVICE 4(e) CONDITIONS

(January 13, 2020)

1. On October 17, 2019, Southern California Edison Company (licensee) filed a request with the Federal Energy Regulatory Commission (Commission) to incorporate the revised U.S. Forest Service's (USFS) 4(e) conditions no. 4 and no. 5 into the project license for the Lee Vining Project No. 1388. The project is located on Lee Vining Creek in Mono County, California. The project occupies lands of the Inyo National Forest.

License Requirements

2. Ordering Paragraph (D) of the project license¹ incorporates the USFS 4(e) conditions into the license. Specifically, Article 404 of the license requires the licensee to comply with condition no. 4 of the USFS 4(e) conditions contained in Appendix A² of the license as amended.^{3,4} Condition no. 4 contains detailed requirements regarding flow releases and required monitoring of flows. Condition no. 5 contains the exact locations that monitoring equipment will be installed.

¹ Order Issuing New License (78 FERC ¶ 61,110), issued February 4, 1997.

² Order Amending License, Lifting Stay, and Dismissing Request for Rehearing as Moot (90 FERC ¶ 61,223), issued February 29, 2000.

³ Order Amending Forest Service Condition Number 5 (95 FERC ¶ 62,284), issued June 28, 2001.

⁴ Order Revising Section 4(e) Conditions and License Articles Regarding Scheduling of Annual Agency Consultation Meetings (113 FERC ¶ 62,139), issued November 22, 2005.

Licensee's Requests

3. The licensee is requesting an amendment to the 4(e) conditions to change the location of one of the stream flow monitoring sites from below Poole Powerhouse to Lee Vining Creek downstream of Ellery Lake. The licensee states that this is necessary because Lee Vining Creek between Ellery Lake and Poole Powerhouse is a losing reach in that some of the flow becomes subsurface. There is also an insignificant contribution from Warren Fork, there are numerous channel configuration problem associated with locating a gaging site below Poole Powerhouse, and the associated over releases from Ellery Lake to make up for subsurface losses is creating a conflict with maintain upstream reservoir surface elevations for recreational requirements.

Consultation

4. On December 12, 2012, the U.S. Geological Survey (USGS) issued a letter supporting the amendment. The California Department of Fish and Wildlife (California DFW) issued a letter on January 11, 2013, supporting the amendment. The USFS filed the amended 4(e) conditions in the Commission's eLibrary system and their support of the amendment on October 16, 2019.

Discussion and Conclusions

5. The licensee requested and received from the USFS, an amendment to the USFS's mandatory 4(e) conditions for the project. The licensee requested to move the location of one of the streamflow monitoring gages from below Poole Powerhouse to Lee Vining Creek downstream of Ellery Lake stating that it would alleviate the issue of excessive discharges it must make to compensate for water lost to subsurface flow that has been contributing to difficulties meeting upstream reservoir surface elevation requirements. The licensee requested that the Commission incorporate the USFS's revised 4(e) conditions into the project license.

6. The USFS has amended its 4(e) conditions that include revisions to condition no. 4 and no. 5; specifically, changes to the location of the streamflow monitoring gage. The relocation of the gage to a site that does not have channel configuration issues or that loses water to subsurface flows would allow the licensee to more accurately measure its flow discharges and improve project operation and compliance with its license. The amendment is supported by the USGS and California DFW. The licensee's request to incorporate the amended USFS 4(e) is reasonable and would support project operations; therefore, the licensee's request should be approved.



Docket No.: P-1388

MONO, COUNTY OF
BOARD OF SUPERVISORS
BRIDGEPORT, CA 93517-

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FERCOnlineSupport@ferc.gov or call 1-866-208-3676.

Project No. 1388-080

The Director orders:

(A) Southern California Edison Company's (licensee) October 17, 2019 request to incorporate the U.S. Forest Service's revised 4(e) conditions, filed with the Commission on October 16, 2019, for the Lee Vining Hydroelectric Project (FERC No. 1388), is approved.

(B) This order constitutes final agency action. Any party may file a request for rehearing of this order within 30 days from the date of its issuance, as provided in section 313(a) of the Federal Power Act, 16 U.S.C. § 825f (2018), and the Commission's regulations at 18 C.F.R. § 385.713 (2019). The filing of a request for rehearing does not operate as a stay of the effective date of this order, or of any other date specified in this order. The licensee's failure to file a request for rehearing shall constitute acceptance of this order.

Thomas J. LoVullo, Chief
Aquatic Resources Branch
Division of Hydropower Administration
and Compliance



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Finance

TIME REQUIRED 2 hours

**PERSONS
APPEARING
BEFORE THE
BOARD**

Janet Dutcher, Megan Mahaffey

SUBJECT Mid-Year Budget

AGENDA DESCRIPTION:

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

Present mid-year budget review and discuss budget updates

RECOMMENDED ACTION:

Hear budget updates and approve mid-year budget adjustments, as presented or amended (4/5ths vote required).

FISCAL IMPACT:

Increase in General Fund appropriations of \$639,186, after reducing contingencies by \$115,029 to a balance of \$229,095. Increased spending is funded with additional revenues of \$345,431 and the use of carryover balance of \$293,755. Increase in Non-General Fund appropriations of \$3,128,980 funded with additional revenues of \$2,457,679 and the use of carryover balances of \$671,301.

CONTACT NAME: Janet Dutcher, Megan Mahaffey

PHONE/EMAIL: 760-932-5464, 760-924-1836 / jdutcher@mono.ca.gov, mmahaffey@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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[2019-20 Mid-year Budget Report](#)

[FY 2019-20 Mid-year Budget Presentation](#)

History

Time

1/29/2020 3:47 PM

Who

County Administrative Office

Approval

Yes

1/29/2020 5:44 PM

County Counsel

Yes

1/30/2020 8:35 AM

Finance

Yes



MID-YEAR BUDGET REVIEW

FISCAL YEAR

2019-2020

February 4, 2020

**County of Mono
Mid-Year Budget 2019-20
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DEPARTMENT OF FINANCE AUDITOR-CONTROLLER COUNTY OF MONO

Vacant
Assistant Finance Director
Auditor-Controller

Janet Dutcher, CPA, CGFM, MPA
Director of Finance

P.O. Box 556
Bridgeport, California 93517
(760) 932-5490
Fax (760) 932-5491

Date: February 4, 2020
To: Honorable Board of Supervisors
From: Janet Dutcher, Finance Director
Megan Mahaffey, Accountant II
Subject: Present mid-year budget review and discuss budget updates

Recommended Action

Hear budget updates and approve the mid-year budget adjustment, as presented or amended (4/5ths vote required).

Fiscal Impact

Departments requested an increase in General Fund (GF) spending of \$639,186 after reducing contingencies by \$115,029 to a balance of \$229,095 to cover the remaining five months of the fiscal year. Increased spending is funded with additional revenues of \$345,431 and the use of carryover balance of \$293,755.

Spending Requests	\$754,215
Applied to Contingency balance	(115,029)
Net Spending Requests	\$639,186
Funded with:	
Unanticipated Revenues	\$345,431
Carryover Balance	293,755
	\$639,186

Currently, GF carryover balance available for spending in the FY 2020-21 budget cycle is reduced from \$1,182,000 to \$1,002,000, assuming this mid-year request is approved by your Board and the County's GF receipts and spending are exactly equal to its approved amended budget.

Departments requested an increase in Non-General Fund appropriations of \$3,128,980, funded with an increase in revenues of \$2,457,679, and the resulting net increase of \$671,301 offset to carryover balances.

Introduction

Starting in early December, Finance sent a request for Departments to review their current year budget to actual financial reports and propose mid-year budget adjustments, if necessary. Generally, mid-year budget requests are to adjust budget estimates for unforeseen circumstances not anticipated at the time the annual budget was developed and adopted. The mid-year budget review process normally is not to reprogram departmental resources with new or expanded services unless those resources are at risk or a crucial need exist such that waiting an additional six months is not advisable.

We instructed Departments that if requesting an increase in spending, Departments were to offset these increases with unanticipated or additional revenue unless proposed for a non-General Fund department but only if fund balance carryover exist to offset the requested increase. For General Fund Departments, any increase in spending not accompanied with additional revenue is offset by a charge to the GF Contingency balance.

A summary recapping the results of this process is below.

	General Fund	Non-General Fund	All Funds
Adopted Budget, as revised			
Expense	40,065,342	89,606,846	129,672,188
Contingency	344,124	-	344,124
Revenue	37,409,466	64,522,132	101,931,598
<i>Net Revenue (Cost)</i>	<i>(3,000,000)</i>	<i>(25,084,714)</i>	<i>(28,084,714)</i>
Midyear Budget Request			
Expense	40,819,557	92,735,826	133,555,383
Contingency	229,095	-	229,095
Revenue	37,754,897	66,979,811	104,734,708
<i>Net Revenue (Cost)</i>	<i>(3,293,755)</i>	<i>(25,756,015)</i>	<i>(29,049,770)</i>
Budget Change at Mid-Year			
Expense	754,215	3,128,980	3,883,195
Contingency	(115,029)	-	(115,029)
Revenue	345,431	2,457,679	2,803,110
<i>Net Revenue (Cost)</i>	<i>(293,755)</i>	<i>(671,301)</i>	<i>(965,056)</i>

The sections below provide details about each Department's mid-year budget requests, organized as follows:

- Departmental requests affecting Non-General Fund financed core business operations
- Isolated one-time requests financed with resources outside the County's General Fund
- Project requests affecting the County's Capital Improvement Fund
- Spending requests and proposed financing resources to be added to the new Civic Center Facility project budget
- Departmental requests affecting General Fund financed core business operations
- Isolated one-time requests financed with resources from the County's General Fund

Non-General Fund Department Budget Requests concerning CORE operations

Non-General Fund Departments requested the following budget adjustments affecting their core operations and these adjustments were included in the detail budget schedules. Department Heads will be at your Board meeting to answer any questions you may have on these items.

- Behavioral Health – Some adjustments are to align original budget amounts with actual amounts expected to be incurred for the year. A significant portion of the Department’s request is to align budgets to incorporate the following projects and work efforts:
 1. Kern Crisis Stabilization Unit as a client resource
 2. Mobile Crisis Response Program
 3. Expand mental health services at the Walker Senior Center and the Walker Wellness Center
 4. Beth Cohen workforce wellness teambuilding efforts
 5. Workforce education and training contracts
 6. New Sierra Wellness Center outfitting after the move out of the Sierra Center Mall
 7. Rental subsidy program for clients
 8. Expand telepsychology services
 9. Expand training and technical assistance with Echo, the electronic health record vendor
 10. Household related costs and furniture for the transitional housing program
- Community Development – The Department is expecting a grant award from the application for SB 2 related funds. Additional revenue and spending is included in this request to allow this work to proceed immediately once the grant period commences.
- District Attorney – Use \$1,000 from the DA Diversion Program to fund additional scholarships to high school students. Utilize the DA Narcotic Forfeiture account to pay for the DA’s biannual report.
- Computer Replacement Program (Tech Refresh Internal Service Fund) - The new Voice Over Internet Protocol (VoIP) phone system was purchased in FY 2018-19 out of the ISF, financed over a five-year period. The Board allocated \$180,000 to fund the project but the appropriation was cancelled during last year’s mid-year budget adjustment. While the ISF will collect user charges to fund the future replacement of this phone system when it reaches its end of life stage, the ISF needs restoration of this \$180,000 to restore cash flow and prevent charging users twice for the equipment, once for the initial purchase and again for replacing it in ten years.
- Motor Pool – Additional spending requests to cover unanticipated tire replacements on Sheriff patrol units. There is enough carryover balance to cover these costs without increasing current user fees but expect there to be future adjustments to motor pool rates.
- Probation – This request affects the Community Corrections Partnership (CCP) and SB 678 funds. The CCP approved increasing the annual contract with Community Service

Solutions for Rentry Coordination Services and relinquished the funding set aside for the Opiate Coordinator. The increase to the SB 678 spending is to cover the remaining annual cost of an employee promotion.

- Public Health – The following requests affect Public Health’s three funds
 1. Include new revenue of \$126,000 for the CMSP Health Systems Development Grant approved in July of 2019.
 2. Transfer general administrative costs from public health to Tobacco Education
 3. Transfer funding to Tobacco Education and Bioterrorism to cover direct and indirect costs not covered by funding streams for these programs
 4. Increase A-87 cost plan allocation to match the Countywide cost plan amounts approved by the State after the budget was adopted.

- Social Services – The Department makes these requests affecting their delivery of services:
 1. Increase aid to indigent services by \$38,015. This reflects the actual increase to the Maintenance of Effort associated with in home support services. The increase is financed from available 1991 realignment resources.
 2. Senior Services expects increased food related expenses funded with mental health service fees.
 3. Increase A-87 cost plan allocation to match the Countywide cost plan amounts approved by the State after the budget was adopted.

- Solid Waste – Spending increases are requested to continue efforts to contract out the processing of wood waste which would produce material for the biomass generator as well as prepare for closure of the Benton Crossing landfill and to invest in point-of-sale software at the scale locations. Spending increases are offset by greater than anticipated revenues.

- Road Operations – This year’s budget request is directly related to the severity of weather such as winter storms and torrential summer rains. Road operations has experienced greater than usual expenditures for overtime, equipment repairs and supplies. Inventories of plow blades, chains and signs needs replenishing.

The Road Fund has struggled with fiscal solvency for many years resulting in consistent GF contributions. When the budget was adopted, it was estimated the Road Fund carryover balance would be enough to legally balance its budget for FY 2019-20 without additional GF subsidies. Unfortunately, those estimates were too high, and the Road Fund balance currently is not legally balanced. This mid-year request includes a GF subsidy of \$100,000 to ensure its budget meets legal requirements.

- Sheriff – This request includes the Medication-Assisted Treatment (MAT) grant of \$91,925. The award of this grant arrived after the FY 2019-20 initial budget was developed.

Other Non-General Fund Non-Operating Requests

This group of requests are made by various Departments that at this time are not related to on-going non-General Fund core business operations.

- Certified Access Training Program – This source of revenue is state mandated and attached to each business license transaction. The money is now isolated into a separate fund. Spending is restricted to training personnel and this one-time request is to provide allowed training for building personnel.
- Public Safety Power Shutdown – the County received \$153,512 earlier this fiscal year and this mid-year request is to appropriate the entire grant amount for spending related to generator needs. Specific generator projects have not been identified at this time. Including this request at mid-year provides for immediate spending of the grant monies once your Board provides policy direction to staff concerning specific generator-related projects.
- Affordable Housing – The County has accumulated \$400,000 of GF subsidies towards the strategic priority of affordable housing. In April, the County expects to receive a one-time grant of \$448,633, programmed towards the following three initiatives:
 1. Short and long-term housing supports, including preventing homelessness and providing rental assistance.
 2. Capital investment in affordable housing projects
 3. Financing a community housing program manager position

This mid-year request appropriates these resources for the housing coordinator position and some level of effort towards initiatives #1 and #2 above.

Project Requests Affecting the County's Capital Improvement Fund

County staffing workloads and turnover have stalled efforts to bring the Capital Improvement Program agenda item to your Board in advance of budget development and adoption. As a result, only the most urgent and on-going projects were incorporated into the initial budget adoption. Since that time, additional project needs have developed, and this mid-year request is to incorporate these additional projects and related funding sources into the budget for the County's Capital Improvement Fund (CIP).

The initial budget included these projects, generally financed through carryover balance in the CIP fund):

Walker campus 1 - parking	\$ 100,000
Walker campus 2 - tennis courts	35,000
DA's office security remodel	3,000
Benton ballfield phase 1	8,000
Cemeteries layout, database, plot markers	5,000
Bridgeport Museum - paint and new roof	55,000
Walker Community Center bladder tank	2,000
Crolwy Park chlorinator	3,000
June Lake Community Center window replacements	7,500
	<u>\$ 218,500</u>

The results of the mid-year request for additional project work is as follows:

Adopted Budget	\$ 218,500
Memorial Hall Kitchen remodel (December budget amendment)	40,000
Mid-year Budget Request:	
DA's office security remodel	2,000
Bridgeport Courthouse repaving of parking lot	60,000
Crowley Lake Community Center Improvements	82,500
Bridgeport emergency signs	10,000
Bridgeport banner	5,000
Solar Pavilion car charger	5,000
Hess Park Historical House relocation	5,000
Total mid-year budget request	169,500

Proposed amended budget, if mid-year request is approved	<u>\$ 428,000</u>
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The mid-year request also includes the following new sources of financing:

Courthouse construction fines account	\$ 60,000
CSA 1 (Crowley Lake area)	82,500
CSA 5 (Bridgeport area)	10,000
DA Asset Forfeiture account	5,000
	<u>\$ 157,500</u>

The CIP fund has a carryover balance available for spending in FY 2019-20 of \$368,261. Also note that since compiling the mid-year budget request, it became known that the Hess Park Historical House relocation is an abandon project, and the appropriation request can be cancelled or reprogrammed.

Civic Center Budget Augmentation Request

The County moves out of its Sierra Center Mall space by the end of March, but the anticipation is that the move into the new Civic Center Space does not occur until around June 8. In the interim period, costs are likely for temporary rental space, furniture, IT services and storage. When the Civic Center is commissioned and ready for move in, furniture and computer equipment purchases are needed to make each Department’s new space fully functional. These costs were not included in the original budget estimate.

Mid-year requests for the Civic Center project fund reflect these concerns, as detailed below.

SPENDING REQUEST	FUNDING SOURCE	BUDGET REQUEST
Temporary moving costs, engage a furniture consultant, purchase furniture for GF and Public Health spaces	Economic Stabilization Fund	\$500,000
Social Services – engage a furniture consultant and purchase furniture	Realignment	100,000
Relocate the CIV State computer twice	Realignment	30,000
Behavioral Health – engage a furniture consultant and purchase furniture	Realignment and MHSA	150,000
Computer network and WiFi equipment <i>(budgeted in Tech Refresh ISF)</i>	Economic Stabilization	55,000
TOTAL APPROPRIATIONS REQUEST		\$835,000

Any unspent appropriations will be returned to its source.

The estimated remaining balance in the Economic Stabilization Fund, if this mid-year budget request is approved, is estimated at \$2.7 million.

General Fund Department Budget Requests Affecting Core Business Operations

General Fund Departments requested the following budget adjustments affecting their core operations and these adjustments were included in the detail budget schedules. Department Heads will be at your Board meeting to answer any questions you may have on these items.

- CAO – remove the appropriation for the Communications Director/Housing Coordinator and move it to the separate Affordable Housing fund
- Finance – The increase of \$20,000 is to cover the payout of accumulated vacation and sick time for a long-time employee who resigned their position.

- IT – Radio – The Department is requesting two adjustments
 - Remove the Emergency Management Performance Grant (EMPG) of \$127,790 and move it back to the Emergency Operations Center budget. This year’s planned expenditures do not involve IT related radio services.
 - Increase spending by \$75,000 to conduct a regional dispatch feasibility study.
- Clerk – Recorder – The increase of \$28,664 is to cover the payout of accumulated vacation and sick time for a long-time employee who retired.
- Community Development – The Department is requesting three types of adjustments
 - Transfer budget savings of \$4,000 from Transportation & Planning to Code Compliance to purchase an Olfactometer needed for cannabis code enforcement work.
 - Increased permit fee revenue of \$97,260 that funds an increase in the contract with Bauer to complete the Tioga Inn application.
 - Potential new planning work costing \$20,000 offset by increased permit fee revenue.
- District Attorney – The Department is requesting the use of DA Diversion funding to increase high school scholarships by an additional \$1,000 and is proposing \$4,500 of funding from its DA Narcotic Forfeiture account to pay for the DA’s biannual report.
- Sheriff – The Department’s mid-year budget request includes payment of \$114,085 for worker’s compensation related expenses with an offsetting reimbursement from CalPERS. The request also includes a propertyroom.com revenue donation of \$10,500 which the Department would use to further it’s Explorer Program.
- Sheriff – Boating – Proposed adjustments are minor to adjust the adopted budget to agree to the actual grant award letter.
- Emergency Operations – Amend budget to include the EMPG award of \$127,790 previously budgeted in the IT Radio budget.
- Public Works – Increased spending is requested to cover a planned 5% adjustment to the salary schedule for the Associate Engineer position II and unanticipated overtime. Unanticipated revenue resulting from billing State and Federal programs will offset the proposed increases.

- Facilities – Janitorial supplies have been depleted and the existing budget is not enough to replenish the supplies the Department requires. A significant portion of the costs are related to specialty janitorial products required by the jail operations.
- Insurance Corrections – Errors were discovered from the adoption of the original budget related to insurance charges to departments and this request is to correct those errors.

Isolated One-Time Requests Financed with Resources from the County’s GF

This group of requests are not related to on-going GF core business operations, most of which qualify as one-time spending.

- Veterans Affairs – Actual spending is trending \$5,624 higher than estimated at the time the budget was developed.
- Ag Commissioner – Mono County partners with Inyo County for Ag Commissioner activities with Mono County paying 50% of the actual costs from the prior fiscal year. At the time the budget was developed, actual costs for the prior year were not known. Payment has been made and that payment was \$58,498 more than budgeted. There is unanticipated revenues of \$13,361.
- Court MOE – The accuracy of the County’s fine collection from the Superior Court system was audited by the State Controller’s Office, resulting in a deficiency amount being owed. The amount of the deficiency was included in the original budget but the obligation to pay interest was not. This request is to increase the budget by \$6,675 for the payment of the interest portion of the deficiency.
- Elections – A treasury loan was issued for the purchase of elections equipment and the balance owing at the end of the FY 2018-19 was \$113,755. A grant was received in early June to pay off this loan, but the payment was delayed until early August. This request is to use GF carryover to budget the loan payoff in FY 2019-20.
- GF Contributions and Transfers – Three spending increases are proposed for this budget
 - Finance the initial purchase of the VoIP phone system of \$180,000 as previously described in this memo.
 - Transfer \$100,000 to the Road fund to subsidy FY 2019-20 operations
 - Adjust the County’s Eastern Sierra Council of Governments contribution for FY 2019-20 to agree to the amount agreed to in the recently signed JPA. The amount needed is \$6,300.

General Fund Contingencies

The purpose of establishing an expenditure contingency appropriation at the start of the fiscal year is to allow adjustments to the budget resulting from circumstances such as:

- unforeseen expenditures that could not have been anticipated at the time the annual budget was adopted.
- When the department is impacted by legislative changes not known at the time of budget development and which has a negative impact on the department's expenditures.
- Increases in expenditures necessary to maintain current service levels.
- Economic events that increase vendor costs such as utility rate increases or an increase in a vendor's rate.
- Unanticipated operational changes.

This type of contingency is not designed to fund ongoing programmatic additions to the budget which your Board deliberated upon last July after holding budgetary public hearings giving the public a chance to comment on the County's proposed spending plan for the year. Generally, mid-year is not the appropriate time to budget new spending for positions and programs outside of the normal budgetary development and due process with the public.

The following provides a summary of the resulting decrease in the contingency balance if all budget requests are approved by your Board.

	Department Requested		Recommended
	On-going	One-time	
AG COMMISSIONER	\$ 45,137	\$ -	\$ 45,137
CAO	(113,783)	-	(113,783)
COMMUNITY DEVELOPMENT	-	(580)	(580)
CLERK - RECORDER	-	28,664	28,664
COURT MOE	-	6,675	6,675
FACILITIES	10,000	-	10,000
FINANCE	-	20,000	20,000
GF CONTRIBUTION	6,300	100,000	106,300
PUBLIC WORKS	(1,000)	-	(1,000)
BOAT ENFORCEMENT	(2,387)	-	(2,387)
VETERANS AFFAIRS	5,624	-	5,624
INSURANCE	10,379	-	10,379
	<u>(39,730)</u>	<u>154,759</u>	<u>115,029</u>
Total contingency requested and recommended		115,029	115,029
Contingency balance, available for mid-year		<u>344,124</u>	<u>344,124</u>
Contingency balance, after mid-year		<u>\$ 229,095</u>	<u>\$ 229,095</u>

**2019-20 MID-YEAR BUDGET COMPARISON REPORT
GENERAL FUND**

GENERAL FUND DEPARTMENTS	CURRENT YEAR REVISED BUDGET			REQUESTED MID-YEAR BUDGET			CHANGE		
	REVENUES	FUND BALANCE USED	EXPENDITURES	REVENUES	FUND BALANCE USED	EXPENDITURES	REVENUES	FUND BALANCE USED	EXPENDITURES
General Non-Departmental	29,586,951	(29,586,951)	-	29,586,951	(29,586,951)	-	-	-	-
Board of Supervisors	450	531,822	532,272	450	538,001	538,451	-	6,179	6,179
County Administrative Officer	8,200	1,330,038	1,338,238	8,200	1,216,255	1,224,455	-	(113,783)	(113,783)
Department of Finance	346,792	1,675,793	2,022,585	346,792	1,695,793	2,042,585	-	20,000	20,000
Farm Advisor	1,000	38,300	39,300	1,000	38,300	39,300	-	-	-
Veterans Service Officer		46,300	46,300		51,924	51,924	-	5,624	5,624
Agricultural Commissioner	90,000	69,935	159,935	103,361	115,072	218,433	13,361	45,137	58,498
County MOE (Courts Share of Costs)		1,034,209	1,034,209		1,040,884	1,040,884	-	6,675	6,675
Public Defender	26,150	742,350	768,500	26,150	742,350	768,500	-	-	-
Grand Jury		10,000	10,000		10,000	10,000	-	-	-
Bridgeport Clinic		-	-		-	-	-	-	-
Assessor	323,000	1,038,067	1,361,067	323,000	1,038,067	1,361,067	-	-	-
County Counsel	5,000	1,191,574	1,196,574	5,000	1,191,574	1,196,574	-	-	-
Information Technology	318,620	1,535,241	1,853,861	318,620	1,536,541	1,855,161	-	1,300	1,300
Information Technology-Radio	318,787	152,947	471,734	266,000	152,947	418,947	(52,787)	-	(52,787)
County Clerk-Recorder	104,500	493,473	597,973	104,500	522,137	626,637	-	28,664	28,664
Election Division	143,536	280,992	424,528	143,536	394,747	538,283	-	113,755	113,755
Economic Development		591,707	591,707		591,707	591,707	-	-	-
Animal Control	24,000	531,995	555,995	24,000	531,995	555,995	-	-	-
Planning & Transportation	191,000	1,110,857	1,301,857	308,260	1,106,277	1,414,537	117,260	(4,580)	112,680
Housing Development	15,000	12,510	27,510	15,000	12,510	27,510	-	-	-
Code Enforcement	33,800	243,853	277,653	33,800	247,853	281,653	-	4,000	4,000
Planning Commission		17,642	17,642		17,642	17,642	-	-	-
Building Inspector	200,000	269,808	469,808	200,000	269,808	469,808	-	-	-
District Attorney	234,250	1,509,134	1,743,384	239,750	1,509,134	1,748,884	5,500	-	5,500
Public Administrator		6,450	6,450		6,450	6,450	-	-	-
Victim-Witness	289,553	(1,850)	287,703	289,553	(1,850)	287,703	-	-	-
Sheriff	1,411,168	5,154,628	6,565,796	1,535,753	5,155,110	6,690,863	124,585	482	125,067
Boating Law Enforcement	135,227	2,387	137,614	134,949	-	134,949	(278)	(2,387)	(2,665)
Search and Rescue		48,434	48,434		48,434	48,434	-	-	-
Court Security	471,834	6,169	478,003	471,834	6,169	478,003	-	-	-
Jail	405,968	2,435,665	2,841,633	405,968	2,435,665	2,841,633	-	-	-
Emergency Services	-	-	-	127,790	-	127,790	127,790	-	127,790
Juvenile Probation Services	6,000	-	6,000	6,000	-	6,000	-	-	-
Adult Probation Services	321,880	1,199,402	1,521,282	321,880	1,199,402	1,521,282	-	-	-
Public Works	105,000	911,741	1,016,741	115,000	910,741	1,025,741	10,000	(1,000)	9,000
County Facilities	2,000	2,729,923	2,731,923	2,000	2,739,923	2,741,923	-	10,000	10,000
Paramedics	2,139,800	2,251,713	4,391,513	2,139,800	2,254,131	4,393,931	-	2,418	2,418
GF Transfers & Contributions	150,000	3,039,618	3,189,618	150,000	3,325,918	3,475,918	-	286,300	286,300
Contingencies	-	344,124	344,124	-	229,095	229,095	-	(115,029)	(115,029)
TOTAL	37,409,466	3,000,000	40,409,466	37,754,897	3,293,755	41,048,652	345,431	293,755	639,186

**2019-20 MID-YEAR BUDGET COMPARISON REPORT
NON-GENERAL FUNDS**

FUND #	DEPARTMENT	CURRENT YEAR REVISED BUDGET			REQUESTED MID-YEAR BUDGET			CHANGE		
		REVENUES	NET FUND BALANCE USED	EXPENDITURES	REVENUES	NET FUND BALANCE USED	EXPENDITURES	REVENUES	NET FUND BALANCE USED	EXPENDITURES
101	General Reserves	364,470	(364,470)	-	364,470	(364,470)	-	-	-	-
102	Fish Enhancement	103,737	-	103,737	103,737	-	103,737	-	-	-
103	Conway Ranch	95,651	-	95,651	95,651	-	95,651	-	-	-
104	Fish & Game Fine Fund	7,600	23,000	30,600	7,600	23,000	30,600	-	-	-
105	Tourism	361,410	-	361,410	361,410	-	361,410	-	-	-
106	DA Grants	139,000	-	139,000	139,000	-	139,000	-	-	-
107	Geothermal	214,580	-	214,580	214,580	-	214,580	-	-	-
108	Geothermal Royalties	88,000	34,400	122,400	88,000	34,400	122,400	-	-	-
109	Community Support Programs	79,000	14,017	93,017	79,000	14,017	93,017	-	-	-
110	Social Services	5,539,296	(721,407)	4,817,889	5,770,323	(759,422)	5,010,901	231,027	(38,015)	193,012
110	AID Programs	-	668,000	668,000	-	706,015	706,015	-	38,015	38,015
110	Aid to Indigents	14,500	-	14,500	14,500	-	14,500	-	-	-
110	Senior Services	324,210	(1)	324,209	359,003	2,417	361,420	34,793	2,418	37,211
111	Workforce Investment Act	129,662	-	129,662	129,662	-	129,662	-	-	-
112	Foster Care (Wraparound)	127,529	-	127,529	127,529	-	127,529	-	-	-
114	Birth Certificate Children's	31,000	-	31,000	31,000	-	31,000	-	-	-
117	DSS 1991 Realignment	846,225	-	846,225	846,225	88,015	934,240	-	88,015	88,015
118	DSS 2011 Realignment	1,406,626	42,529	1,449,155	1,406,626	92,529	1,499,155	-	50,000	50,000
120	Behavioral Health	1,126,573	53,277	1,179,850	1,184,573	336,977	1,521,550	58,000	283,700	341,700
120	Alcohol & Drug	735,332	(19,810)	715,522	735,332	135,038	870,370	-	154,848	154,848
121	MH Services Act	1,791,009	2,460,411	4,251,420	1,806,009	2,681,444	4,487,453	15,000	221,033	236,033
122	BH 2011 Realignment	367,224	(135,682)	231,542	367,224	(35,682)	331,542	-	100,000	100,000
130	Public Health	2,669,428	153,890	2,823,318	2,797,390	80,464	2,877,854	127,962	(73,426)	54,536
131	Health Education	334,561	-	334,561	427,606	-	427,606	93,045	-	93,045
133	Bio-Terrorism-Public Hlth	326,189	-	326,189	371,640	(15,967)	355,673	45,451	(15,967)	29,484
142	Homeland Security Grants	88,712	-	88,712	89,221	-	89,221	509	-	509
145	Off Highway Vehicle Fund	64,554	-	64,554	64,554	-	64,554	-	-	-
146	Court Security - 2011 Realign	533,686	(61,852)	471,834	533,686	(61,852)	471,834	-	-	-
147	Medication-Assisted Treatment	-	-	-	91,925	-	91,925	91,925	-	91,925
148	CASp	-	-	-	5,321	(321)	5,000	5,321	(321)	5,000
151	Stabilization fund	343,000	(343,000)	-	343,000	212,000	555,000	-	555,000	555,000
155	DA Diversion Program	7,000	-	7,000	7,000	1,000	8,000	-	1,000	1,000
156	Law Library Fund	4,000	9,150	13,150	4,000	9,150	13,150	-	-	-
160	County Service Area #1	175,500	(33,406)	142,094	175,500	(906)	174,594	-	32,500	32,500
162	County Service Area #2	18,238	26,062	44,300	18,238	26,062	44,300	-	-	-
163	County Service Area #5	51,420	431,580	483,000	51,420	431,580	483,000	-	-	-
164	Countywide Service Area	120,250	(55,850)	64,400	120,250	(55,850)	64,400	-	-	-
169	Public Safety Power Shutoff	-	-	-	153,512	-	153,512	153,512	-	153,512
179	Disaster Assistance Fund	-	364,470	364,470	-	364,470	364,470	-	-	-
180	Road Fund	3,939,712	671,460	4,611,172	4,039,712	436,952	4,476,664	100,000	(234,508)	(134,508)
181	State & Federal Const.	3,691,480	1,476,890	5,168,370	3,691,480	1,476,890	5,168,370	-	-	-

**2019-20 MID-YEAR BUDGET COMPARISON REPORT
NON-GENERAL FUNDS**

FUND #	DEPARTMENT	CURRENT YEAR REVISED BUDGET			REQUESTED MID-YEAR BUDGET			CHANGE		
		REVENUES	NET FUND BALANCE USED	EXPENDITURES	REVENUES	NET FUND BALANCE USED	EXPENDITURES	REVENUES	NET FUND BALANCE USED	EXPENDITURES
185	HOME / CDBG Grants	900,000	-	900,000	900,000	-	900,000	-	-	-
187	Comm Dev Grants	350,000	-	350,000	370,000	-	370,000	20,000	-	20,000
188	Affordable Housing Reserve	200,000	(200,000)	-	648,634	(575,132)	73,502	448,634	(375,132)	73,502
190	Capital Improvements(CIP)	55,000	203,500	258,500	212,500	215,500	428,000	157,500	12,000	169,500
191	Accumulated Capital Outlay		150,000	150,000		150,000	150,000	-	-	-
192	Criminal Justice Facility	26,550,000	359,863	26,909,863	26,550,000	359,863	26,909,863	-	-	-
193	Civic Center Project	275,000	19,336,114	19,611,114	775,000	19,336,114	20,111,114	500,000	-	500,000
198	Debt Service Fund	153,367	-	153,367	153,367	-	153,367	-	-	-
600	Airport Enterprise Fund	27,700	14,176	41,876	27,700	14,176	41,876	-	-	-
605	Campground Ent. Fund	34,700	10,200	44,900	34,700	10,200	44,900	-	-	-
610	Cemetery Ent. Fund	31,163	-	31,163	31,163	-	31,163	-	-	-
611	Cemetery Endowment Fund		-	-	-	-	-	-	-	-
615	Solid Waste Ent. Fund	1,972,000	1,052,518	3,024,518	2,102,000	1,068,503	3,170,503	130,000	15,985	145,985
616	Solid Waste Special Rev Fund	825,000	(145,000)	680,000	825,000	(145,000)	680,000	-	-	-
617	Solid Waste Acc. Landfill Closure	500,000	(500,000)	-	500,000	(500,000)	-	-	-	-
650	Motor Pool	2,068,990	102,207	2,171,197	2,068,990	118,207	2,187,197	-	16,000	16,000
652	Insurance Fund	2,450,743	(291,396)	2,159,347	2,450,743	(291,396)	2,159,347	-	-	-
653	Tech Refresh	354,993	26,753	381,746	589,993	(115,741)	474,252	235,000	(142,494)	92,506
655	Copier Pool	126,100	(2,418)	123,682	126,100	(2,418)	123,682	-	-	-
659	Workforce Development	60,000	70,000	130,000	60,000	70,000	130,000	-	-	-
680	CCP 2011 Realignment	700,409	212,511	912,920	700,409	185,311	885,720	-	(27,200)	(27,200)
681	YOBG 2011 Realignment	117,000	-	117,000	117,000	-	117,000	-	-	-
682	SB 678 2011 Realignment	207,839	(7,972)	199,867	217,839	(9,622)	208,217	10,000	(1,650)	8,350
683	JJCPA 2011 Realignment	37,434	-	37,434	37,434	-	37,434	-	-	-
684	PRCS 2011 Realignment	10,250	-	10,250	10,250	-	10,250	-	-	-
685	BSCC 2011 Realignment	100,000	-	100,000	100,000	-	100,000	-	-	-
686	Juvenile Activities	10,780	-	10,780	10,780	-	10,780	-	-	-
688	Drug Court Enhancement Gr	125,000	-	125,000	125,000	-	125,000	-	-	-
716	DA Narcotic Forfeiture	-	-	-	-	9,500	9,500	-	9,500	9,500
720	Inmate Welfare	18,300	-	18,300	18,300	-	18,300	-	-	-
		64,522,132	25,084,714	89,606,846	66,979,811	25,756,015	92,735,826	2,457,679	671,301	3,128,980

Governance and Administration

Governance and Administration

	FY 2019-2020 Proposed Mid-Year Budget			Net Mid-Year Budget Increase (Decrease)
	Revenues	Expenditures	Net Cost	
General Revenues	\$ 29,586,951	\$ -	\$ (29,586,951)	\$ -
Cannabis Tax Fund	-	-	-	-
Board of Supervisors	450	538,451	538,001	6,179
County Administrative Office	8,200	1,224,455	1,216,255	(113,783)
Workforce Development	60,000	130,000	70,000	-
Insurance ISF	2,450,743	2,159,347	(291,396)	-
Finance	346,792	2,042,585	1,695,793	20,000
Copier Pool	126,100	123,682	(2,418)	-
Debt Service Fund	153,367	153,367	-	-
Farm Advisor	1,000	39,300	38,300	-
Assessor	323,000	1,361,067	1,038,067	-
County Counsel	5,000	1,196,574	1,191,574	-
Clerk / Recorder	104,500	626,637	522,137	28,664
Elections	143,536	538,283	394,747	113,755
Information Technology	318,620	1,855,161	1,536,541	1,300
IT - Radio	266,000	418,947	152,947	-
Tech Refresh ISF	589,993	474,252	(115,741)	(142,494)
GF Operating Transfer and Contributions	150,000	3,475,918	3,325,918	286,300
GF Contingency	-	229,095	229,095	(115,029)
General Reserves	364,470	-	(364,470)	-
Stabilization Fund	343,000	555,000	212,000	555,000
TOTALS	\$ 35,341,722	\$ 17,142,121	\$ (18,199,601)	\$ 639,892

GOVERNANCE AND ADMINISTRATION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
GENERAL REVENUES REVENUES					
Taxes	24,356,856	16,897,095	25,405,800	-	25,405,800
Licenses, Permits, Fines and Penalties	956,071	285,137	1,019,159	-	1,019,159
Revenue from Use of Money and Property	150,127	20,291	116,000	-	116,000
Intergovernmental	1,561,821	1,338,286	1,529,756	-	1,529,756
Charges for Current Services	1,558,353	1,731,376	1,516,236	-	1,516,236
Miscellaneous	571	-	-	-	-
Transfers In	-	-	-	-	-
TOTAL REVENUES	28,583,800	20,272,185	29,586,951	-	29,586,951
EXPENDITURES					
Services and Supplies	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
NET COST	(28,583,800)	(20,272,185)	(29,586,951)	-	(29,586,951)
CANNABIS TAX FUND REVENUES					
Taxes	1,409	14,215	-	-	-
Revenue from Use of Money and Property	5	18	-	-	-
TOTAL REVENUES	1,415	14,233	-	-	-
EXPENDITURES					
Services and Supplies	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
NET COST	(1,415)	(14,233)	-	-	-
BOARD OF SUPERVISORS					
REVENUES					
Charges for Current Services	354	-	450	-	450
Miscellaneous Revenues	-	-	-	-	-
TOTAL REVENUES	354	-	450	-	450
EXPENDITURES					
Salaries & Wages	288,281	144,350	288,697	-	288,697
Employee Benefits	157,989	79,498	149,156	-	149,156
Services and Supplies	90,756	60,539	94,419	6,179	100,598
TOTAL EXPENDITURES	537,026	284,387	532,272	6,179	538,451
NET COST	536,672	284,387	531,822	6,179	538,001
COUNTY ADMINISTRATIVE OFFICE					
REVENUES					
Licenses, Permits, Fines and Penalties	1,450	700	2,400	-	2,400
Revenue from Use of Money and Property	8,445	10,382	5,000	-	5,000
Charges for Current Services	291	494	800	-	800
Miscellaneous Revenues	78	111	-	-	-
TOTAL REVENUES	10,264	11,687	8,200	-	8,200
EXPENDITURES					
Salaries & Wages	578,674	243,542	650,054	(77,253)	572,801
Overtime	1,576	87	1,500	-	1,500
Employee Benefits	344,307	194,860	419,782	(48,380)	371,402
Services and Supplies	275,267	151,823	266,902	11,850	278,752
TOTAL EXPENDITURES	1,199,824	590,312	1,338,238	(113,783)	1,224,455
NET COST	1,189,560	578,625	1,330,038	(113,783)	1,216,255
WORKFORCE DEVELOPMENT					
REVENUES					
Revenue from Use of Money and Property	(107)	983	-	-	-
Charges for Current Services	-	60,000	60,000	-	60,000
Transfers In	200,000	-	-	-	-
TOTAL REVENUES	199,893	60,983	60,000	-	60,000
EXPENDITURES					
Services and Supplies	40,968	35,207	130,000	-	130,000
TOTAL EXPENDITURES	40,968	35,207	130,000	-	130,000
NET COST	(158,925)	(25,776)	70,000	-	70,000

GOVERNANCE AND ADMINISTRATION

	Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
INSURANCE ISF	REVENUES					
	Revenue from Use of Money and Property	772,862	2,694	-	-	-
	Charges for Current Services	70,000	10,000	10,000	-	10,000
	Miscellaneous Revenues	2,437,932	2,250,655	2,440,743	-	2,440,743
	Transfers In	-	-	-	-	-
	TOTAL REVENUES	3,280,795	2,263,349	2,450,743	-	2,450,743
	EXPENDITURES					
	Salaries & Wages	88,602	46,002	92,000	-	92,000
	Employee Benefits	56,827	32,655	49,990	-	49,990
	Services and Supplies	1,838,296	986,089	2,017,357	-	2,017,357
Transfers Out	200,000	-	-	-	-	
TOTAL EXPENDITURES	2,183,725	1,064,746	2,159,347	-	2,159,347	
NET COST	(1,097,069)	(1,198,603)	(291,396)	-	(291,396)	
FINANCE	REVENUES					
	Licenses, Permits, Fines and Penalties	19,628	7,357	18,000	-	18,000
	Revenue from Use of Money and Property	120,386	139,095	139,092	-	139,092
	Charges for Current Services	248,872	42,951	179,700	-	179,700
	Miscellaneous Revenues	12,698	7,115	10,000	-	10,000
	Transfers In	-	-	-	-	-
	TOTAL REVENUES	401,585	196,518	346,792	-	346,792
	EXPENDITURES					
	Salaries & Wages	787,610	403,913	863,627	20,000	883,627
	Overtime	2,707	803	13,000	-	13,000
Employee Benefits	611,798	355,727	587,194	-	587,194	
Services and Supplies	533,038	298,686	558,764	-	558,764	
Capital Assets / Equipment	-	-	-	-	-	
Other Charges	68,410	-	-	-	-	
TOTAL EXPENDITURES	2,003,562	1,059,129	2,022,585	20,000	2,042,585	
NET COST	1,601,978	862,611	1,675,793	20,000	1,695,793	
COPIER POOL	REVENUES					
	Revenue from Use of Money and Property	927	235	400	-	400
	Charges for Current Services	127,637	56,953	125,700	-	125,700
	Miscellaneous Revenues	-	-	-	-	-
	Other Financing Sources	-	-	-	-	-
	TOTAL REVENUES	128,564	57,188	126,100	-	126,100
	EXPENDITURES					
	Services and Supplies	80,806	51,518	95,682	-	95,682
	Capital Assets / Equipment	32,809	-	28,000	-	28,000
	TOTAL EXPENDITURES	113,615	51,518	123,682	-	123,682
NET COST	(14,949)	(5,670)	(2,418)	-	(2,418)	
DEBT SERVICE FUND	REVENUES					
	Miscellaneous Revenues	215,631	-	153,367	-	153,367
	Other Financing Sources	-	-	-	-	-
	TOTAL REVENUES	215,631	-	153,367	-	153,367
	EXPENDITURES					
	Other Charges	216,331	(181)	153,367	-	153,367
	Transfers Out	-	-	-	-	-
	TOTAL EXPENDITURES	216,331	(181)	153,367	-	153,367
	NET COST	700	(181)	-	-	-
	FARM ADVISOR	REVENUES				
Intergovernmental		1,598	-	1,000	-	1,000
TOTAL REVENUES		1,598	-	1,000	-	1,000
EXPENDITURES						
Services and Supplies		29,635	38,008	39,300	-	39,300
TOTAL EXPENDITURES		29,635	38,008	39,300	-	39,300
NET COST		28,037	38,008	38,300	-	38,300

GOVERNANCE AND ADMINISTRATION

Description		FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
ASSESSOR						
REVENUES						
Charges for Current Services		416,866	-	320,000	-	320,000
Miscellaneous		3,534	37	3,000	-	3,000
TOTAL REVENUES		420,400	37	323,000	-	323,000
EXPENDITURES						
Salaries & Wages		561,246	291,078	659,596	-	659,596
Overtime		-	-	-	-	-
Employee Benefits		412,175	249,948	429,930	-	429,930
Services and Supplies		219,315	78,200	271,541	-	271,541
TOTAL EXPENDITURES		1,192,736	619,226	1,361,067	-	1,361,067
NET COST		772,336	619,189	1,038,067	-	1,038,067
COUNTY COUNSEL						
REVENUES						
Charges for Current Services		10,731	-	5,000	-	5,000
Miscellaneous Revenues		1,200	-	-	-	-
TOTAL REVENUES		11,931	-	5,000	-	5,000
EXPENDITURES						
Salaries & Wages		588,036	300,845	596,697	-	596,697
Employee Benefits		368,588	217,897	336,722	-	336,722
Services and Supplies		171,028	88,958	263,155	-	263,155
TOTAL EXPENDITURES		1,127,653	607,701	1,196,574	-	1,196,574
NET COST		1,115,722	607,701	1,191,574	-	1,191,574
CLERK / RECORDER						
REVENUES						
Charges for Current Services		110,145	69,570	104,500	-	104,500
Miscellaneous Revenues		1,937	133	-	-	-
TOTAL REVENUES		112,082	69,702	104,500	-	104,500
EXPENDITURES						
Salaries & Wages		330,440	159,615	328,870	20,377	349,247
Overtime		-	-	-	-	-
Employee Benefits		199,341	129,513	206,588	8,287	214,875
Services and Supplies		123,595	32,761	62,515	-	62,515
TOTAL EXPENDITURES		653,375	321,889	597,973	28,664	626,637
NET COST		541,293	252,187	493,473	28,664	522,137
ELECTIONS						
REVENUES						
Intergovernmental		123,587	10,170	142,036	-	142,036
Charges for Current Services		14,208	4,648	1,500	-	1,500
Other Financing Sources		-	-	-	-	-
TOTAL REVENUES		137,794	14,818	143,536	-	143,536
EXPENDITURES						
Salaries & Wages		53,969	25,923	80,252	-	80,252
Employee Benefits		58,302	19,014	33,116	-	33,116
Services and Supplies		93,834	52,408	263,222	-	263,222
Other Charges		47,937	161,693	47,938	113,755	161,693
TOTAL EXPENDITURES		254,043	259,038	424,528	113,755	538,283
NET COST		116,249	244,220	280,992	113,755	394,747
INFORMATION TECHNOLOGY						
REVENUES						
Charges for Current Services		325,423	5,864	318,620	-	318,620
Transfers In		-	-	-	-	-
TOTAL REVENUES		325,423	5,864	318,620	-	318,620
EXPENDITURES						
Salaries & Wages		801,705	445,531	967,869	-	967,869
Overtime		6,161	1,289	6,000	-	6,000
Employee Benefits		604,126	389,840	617,042	-	617,042
Services and Supplies		259,665	149,190	262,950	1,300	264,250
Capital Assets / Equipment		-	-	-	-	-
TOTAL EXPENDITURES		1,671,658	985,850	1,853,861	1,300	1,855,161
NET COST		1,346,235	979,986	1,535,241	1,300	1,536,541

GOVERNANCE AND ADMINISTRATION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
IT-RADIO					
REVENUES					
Revenue from Use of Money and Property	16,800	9,800	16,000	-	16,000
Intergovernmental	124,750	-	127,787	(127,787)	-
Charges for Current Services	-	-	25,000	75,000	100,000
Transfers In	139,791	100,386	150,000	-	150,000
TOTAL REVENUES	281,341	110,186	318,787	(52,787)	266,000
EXPENDITURES					
Salaries & Wages	80,878	42,069	88,930	-	88,930
Overtime	304	-	1,500	-	1,500
Employee Benefits	36,834	15,957	47,217	-	47,217
Services and Supplies	300,794	76,093	171,300	65,000	236,300
Capital Assets / Equipment	32,162	-	162,787	(117,787)	45,000
Transfers Out	100,386	-	-	-	-
TOTAL EXPENDITURES	551,360	134,119	471,734	(52,787)	418,947
NET COST	270,019	23,933	152,947	-	152,947
TECH REFRESH - ISF					
REVENUES					
Revenue from Use of Money and Property	1,593	(59)	-	-	-
Charges for Current Services	302,052	303,866	354,993	-	354,993
Transfers In	-	-	-	235,000	235,000
TOTAL REVENUES	303,646	303,807	354,993	235,000	589,993
EXPENDITURES					
Services and Supplies	350,513	235,018	327,246	37,506	364,752
Capital Assets / Equipment	1,851	2,736	54,500	55,000	109,500
TOTAL EXPENDITURES	352,364	237,754	381,746	92,506	474,252
NET COST	48,718	(66,053)	26,753	(142,494)	(115,741)
GF TRANSFERS & CONTRIBUTIONS					
REVENUES					
Intergovernmental	164,875	150,000	150,000	-	150,000
Transfers In	-	-	-	-	-
TOTAL REVENUES	164,875	150,000	150,000	-	150,000
EXPENDITURES					
Other Charges	176,162	278,593	478,936	6,300	485,236
Transfers Out	3,925,060	2,221,810	2,710,682	280,000	2,990,682
TOTAL EXPENDITURES	4,101,222	2,500,403	3,189,618	286,300	3,475,918
NET COST	3,936,347	2,350,403	3,039,618	286,300	3,325,918
GF CONTINGENCY					
REVENUES					
Other Financing Sources	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Contingency	-	-	344,124	(115,029)	229,095
TOTAL EXPENDITURES	-	-	344,124	(115,029)	229,095
NET COST	-	-	344,124	(115,029)	229,095
GENERAL RESERVES					
REVENUES					
Revenue from Use of Money and Property	46,878	15,992	-	-	-
Transfers In	500,000	-	364,470	-	364,470
TOTAL REVENUES	546,878	15,992	364,470	-	364,470
EXPENDITURES					
Services and Supplies	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
NET COST	(546,878)	(15,992)	(364,470)	-	(364,470)

GOVERNANCE AND ADMINISTRATION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
STABILIZATION FUND REVENUES					
Revenue from Use of Money and Property	40,436	16,593	-	-	-
Transfers In	1,024,180	343,000	343,000	-	343,000
TOTAL REVENUES	1,064,616	359,593	343,000	-	343,000
EXPENDITURES					
Services and Supplies	-	-	-	-	-
Transfers Out	-	-	-	555,000	555,000
TOTAL EXPENDITURES	-	-	-	555,000	555,000
NET COST	(1,064,616)	(359,593)	(343,000)	555,000	212,000
SUMMARY FOR GENERAL GOVERNMENT					
REVENUES	36,192,884	23,906,142	35,159,509	182,213	35,341,722
EXPENDITURES	16,229,097	8,789,104	16,320,016	822,105	17,142,121
NET COST	(19,963,788)	(15,117,037)	(18,839,493)	639,892	(18,199,601)

Public Safety and Protection

Public Safety and Protection

	FY 2019-2020 Proposed Mid-Year Budget			Net Mid-Year Budget Increase (Decrease)
	Revenues	Expenditures	Net Cost	
District Attorney	\$ 239,750	\$ 1,748,884	\$ 1,509,134	\$ -
District Attorney - Victim Witness	289,553	287,703	(1,850)	-
Public Administrator	-	6,450	6,450	-
GF Grant Programs	139,000	139,000	-	-
Courts - County MOE	-	1,040,884	1,040,884	6,675
Grand Jury	-	10,000	10,000	-
Public Defender	26,150	768,500	742,350	-
Law Library Fund	4,000	13,150	9,150	-
DA Diversion Program	7,000	8,000	1,000	1,000
DA Narcotic Forfeiture	-	9,500	9,500	9,500
Sheriff - Coroner	1,535,753	6,690,863	5,155,110	482
Sheriff - Boat Safety	134,949	134,949	(0)	(2,387)
Sheriff - Court Security	471,834	478,003	6,169	-
Off Highway Vehicle Fund	64,554	64,554	-	-
Court Security - 2011 Realignment	533,686	471,834	(61,852)	-
Sheriff - Jail	405,968	2,841,633	2,435,665	-
Probation	321,880	1,521,282	1,199,402	-
Juvenile Detention Center	6,000	6,000	-	-
Inmate Welfare Trust	18,300	18,300	-	-
CCP 2011 Realignment	700,409	885,720	185,311	(27,200)
YOBG 2011 Realignment	117,000	117,000	-	-
SB 678 2011 Realignment	217,839	208,217	(9,622)	(1,650)
JJCPA 2011 Realignment	37,434	37,434	-	-
PRCS 2011 Realignment	10,250	10,250	-	-
BSCC 2011 Realignment	100,000	100,000	-	-
Juvenile Activities	10,780	10,780	-	-
Local Innovation Subaccount	-	-	-	-
Drug Court Enhancement Grant	125,000	125,000	-	-
Search and Rescue	-	48,434	48,434	-
Emergency Services (OES)	127,790	127,790	-	-
Animal Control	24,000	555,995	531,995	-
Fish & Game Propagation	7,600	30,600	23,000	-
Medication-Assisted Treatment (MAT)	91,925	91,925	-	-
Certified Acces Specialist Program	5,321	5,000	(321)	(321)
Public Safety Power Shutoff (PSPS)	153,512	153,512	-	-
Homeland Security Grant Program	89,221	89,221	-	-
TOTALS	\$ 6,016,458	\$ 18,856,367	\$ 12,839,909	\$ (13,901)

PUBLIC SAFETY AND PROTECTION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
DISTRICT ATTORNEY REVENUES					
Intergovernmental	172,269	47,885	176,900	-	176,900
Charges for Current Services	50,390	25,070	50,350	-	50,350
Miscellaneous Revenues	-	-	-	-	-
Other Financing Sources	-	-	-	-	-
Transfers In	154,600	5,500	7,000	5,500	12,500
TOTAL REVENUES	377,259	78,455	234,250	5,500	239,750
EXPENDITURES					
Salaries & Wages	767,269	387,809	774,667	-	774,667
Overtime	9,668	3,233	6,000	-	6,000
Employee Benefits	547,318	392,391	593,606	-	593,606
Services and Supplies	406,030	267,548	369,111	5,500	374,611
Other Charges	-	-	-	-	-
TOTAL EXPENDITURES	1,730,285	1,050,982	1,743,384	5,500	1,748,884
NET COST	1,353,027	972,527	1,509,134	-	1,509,134
DA - VICTIM WITNESS REVENUES					
Intergovernmental	119,121	144,378	289,553	-	289,553
TOTAL REVENUES	119,121	144,378	289,553	-	289,553
EXPENDITURES					
Salaries & Wages	113,407	75,630	146,305	-	146,305
Overtime	1,540	1,690	-	-	-
Employee Benefits	56,762	54,915	47,305	-	47,305
Services and Supplies	95,939	10,059	84,977	-	84,977
Capital Assets / Equipment	-	-	9,116	-	9,116
TOTAL EXPENDITURES	267,647	142,294	287,703	-	287,703
NET COST	148,526	(2,084)	(1,850)	-	(1,850)
PUBLIC ADMINISTRATOR					
REVENUES					
Intergovernmental	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Services and Supplies	150	5,092	6,450	-	6,450
TOTAL EXPENDITURES	150	5,092	6,450	-	6,450
NET COST	150	5,092	6,450	-	6,450
GF GRANT PROGRAMS FUND					
REVENUES					
Intergovernmental	123,060	72,003	139,000	-	139,000
TOTAL REVENUES	123,060	72,003	139,000	-	139,000
EXPENDITURES					
Salaries & Wages	20,000	-	20,000	9,000	29,000
Overtime	1,956	-	5,000	-	5,000
Employee Benefits	25,000	-	25,000	5,634	30,634
Services and Supplies	18,503	1,345	89,000	(14,634)	74,366
Capital Assets / Equipment	-	6,321	-	-	-
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	65,459	7,666	139,000	-	139,000
NET COST	(57,601)	(64,337)	-	-	-
COURTS - COUNTY MOE					
REVENUES					
Taxes	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Services and Supplies	865,925	625,221	1,034,209	6,675	1,040,884
TOTAL EXPENDITURES	865,925	625,221	1,034,209	6,675	1,040,884
NET COST	865,925	625,221	1,034,209	6,675	1,040,884

PUBLIC SAFETY AND PROTECTION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
GRAND JURY					
REVENUES					
Taxes	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Services and Supplies	7,918	2,655	10,000	-	10,000
TOTAL EXPENDITURES	7,918	2,655	10,000	-	10,000
NET COST	7,918	2,655	10,000	-	10,000
PUBLIC DEFENDER					
REVENUES					
Licenses, Permits, Fines and Penalties	328	208	300	-	300
Intergovernmental	5,256	2,794	4,500	-	4,500
Charges for Current Services	25,947	14,202	21,350	-	21,350
Transfers In	-	-	-	-	-
TOTAL REVENUES	31,531	17,204	26,150	-	26,150
EXPENDITURES					
Services and Supplies	588,824	321,469	768,500	-	768,500
TOTAL EXPENDITURES	588,824	321,469	768,500	-	768,500
NET COST	557,292	304,265	742,350	-	742,350
LAW LIBRARY FUND					
REVENUES					
Revenue from Use of Money and Property	869	178	-	-	-
Miscellaneous Revenues	5,436	2,412	4,000	-	4,000
Transfers In	9,150	-	-	-	-
TOTAL REVENUES	15,455	2,590	4,000	-	4,000
EXPENDITURES					
Services and Supplies	4,000	-	13,150	-	13,150
TOTAL EXPENDITURES	4,000	-	13,150	-	13,150
NET COST	(11,455)	(2,590)	9,150	-	9,150
DA DIVERSION PROGRAM					
REVENUES					
Revenue from Use of Money and Property	100	22	-	-	-
Charges for Current Services	5,023	7,250	7,000	-	7,000
TOTAL REVENUES	5,123	7,272	7,000	-	7,000
EXPENDITURES					
Transfers Out	4,600	5,500	7,000	1,000	8,000
TOTAL EXPENDITURES	4,600	5,500	7,000	1,000	8,000
NET COST	(523)	(1,772)	-	1,000	1,000
DA NARCOTIC FORFEITURE					
REVENUES					
Revenue from Use of Money and Property	2,335	679	-	-	-
Charges for Current Services	-	10,292	-	-	-
TOTAL REVENUES	2,335	10,971	-	-	-
EXPENDITURES					
Transfers Out	-	-	-	9,500	9,500
TOTAL EXPENDITURES	-	-	-	9,500	9,500
NET COST	(2,335)	(10,971)	-	9,500	9,500

PUBLIC SAFETY AND PROTECTION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
SHERIFF - CORONER REVENUES					
Revenue from Use of Money and Property	-	-	-	-	-
Intergovernmental	1,459,325	296,831	1,384,168	-	1,384,168
Charges for Current Services	28,585	25,031	27,000	-	27,000
Miscellaneous Revenues	9,557	15,645	-	124,585	124,585
Other Financing Sources	-	-	-	-	-
Transfers In	-	-	-	-	-
TOTAL REVENUES	1,497,467	337,506	1,411,168	124,585	1,535,753
EXPENDITURES					
Salaries & Wages	2,284,857	1,116,063	2,497,770	114,085	2,611,855
Overtime and Holiday Pay	415,691	178,727	400,000	-	400,000
Employee Benefits	1,646,261	1,057,511	1,778,408	-	1,778,408
Services and Supplies	2,022,252	1,226,501	1,889,618	10,982	1,900,600
TOTAL EXPENDITURES	6,369,060	3,578,802	6,565,796	125,067	6,690,863
NET COST	4,871,594	3,241,295	5,154,628	482	5,155,110
SHERIFF - BOAT SAFETY REVENUES					
Intergovernmental	143,750	60,840	135,227	(278)	134,949
TOTAL REVENUES	143,750	60,840	135,227	(278)	134,949
EXPENDITURES					
Salaries & Wages	57,681	49,120	36,491	-	36,491
Overtime	33,079	32,177	60,915	(2,387)	58,528
Employee Benefits	28,615	26,700	3,964	-	3,964
Services and Supplies	20,673	11,778	36,244	(278)	35,966
TOTAL EXPENDITURES	140,049	119,776	137,614	(2,665)	134,949
NET COST	(3,702)	58,935	2,387	(2,387)	(0)
SHERIFF - COURT SECURITY REVENUES					
Transfers In	394,978	67,815	471,834	-	471,834
TOTAL REVENUES	394,978	67,815	471,834	-	471,834
EXPENDITURES					
Salaries & Wages	259,470	136,735	312,586	-	312,586
Overtime	9,656	2,515	10,000	-	10,000
Employee Benefits	96,674	55,106	104,447	-	104,447
Services and Supplies	29,178	19,229	50,970	-	50,970
TOTAL EXPENDITURES	394,978	213,585	478,003	-	478,003
NET COST	-	145,770	6,169	-	6,169
OFF HIGHWAY VEHICLE FUND REVENUES					
Licenses, Permits, Fines and Penalties	16,155	7,299	16,231	-	16,231
Revenue from Use of Money and Property	(4)	(1)	-	-	-
Intergovernmental	71,977	46,319	48,323	-	48,323
Other Financing Sources	-	-	-	-	-
TOTAL REVENUES	88,128	53,617	64,554	-	64,554
EXPENDITURES					
Overtime	50,979	7,332	50,820	-	50,820
Employee benefits	-	-	-	-	-
Services and Supplies	10,309	5,740	13,734	-	13,734
TOTAL EXPENDITURES	61,288	13,071	64,554	-	64,554
NET COST	(26,840)	(40,546)	-	-	-

PUBLIC SAFETY AND PROTECTION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
COURT SECURITY					
2011 REALIGNMENT REVENUES					
Revenue from Use of Money and Property	13,000	4,217	-	-	-
Intergovernmental	518,662	215,984	533,686	-	533,686
Transfers In	-	-	-	-	-
TOTAL REVENUES	531,661	220,201	533,686	-	533,686
EXPENDITURES					
Transfers Out	394,978	67,815	471,834	-	471,834
TOTAL EXPENDITURES	394,978	67,815	471,834	-	471,834
NET COST	(136,684)	(152,386)	(61,852)	-	(61,852)
SHERIFF - JAIL REVENUES					
Intergovernmental	10,312	6,505	16,680	-	16,680
Charges for Current Services	383,542	194,644	389,288	-	389,288
Transfers In	-	-	-	-	-
TOTAL REVENUES	393,854	201,149	405,968	-	405,968
EXPENDITURES					
Salaries & Wages	992,719	575,513	1,087,458	-	1,087,458
Overtime	307,228	182,301	325,000	-	325,000
Employee Benefits	803,512	483,176	793,833	-	793,833
Services and Supplies	526,740	367,549	635,342	-	635,342
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	2,630,199	1,608,539	2,841,633	-	2,841,633
NET COST	2,236,345	1,407,389	2,435,665	-	2,435,665
PROBATION REVENUES					
Licenses, Permits, Fines and Penalties	2,334	442	2,750	-	2,750
Intergovernmental	143,281	34,652	106,830	-	106,830
Charges for Current Services	14,999	7,715	12,300	-	12,300
Transfers In	233,200	-	200,000	-	200,000
TOTAL REVENUES	393,814	42,809	321,880	-	321,880
EXPENDITURES					
Salaries & Wages	518,682	382,428	564,945	-	564,945
Overtime	6,051	9,208	8,500	-	8,500
Employee Benefits	594,007	552,901	662,998	-	662,998
Services and Supplies	221,800	132,497	284,839	-	284,839
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	1,340,540	1,077,034	1,521,282	-	1,521,282
NET COST	946,726	1,034,225	1,199,402	-	1,199,402
JUVENILE DETENTION CENTER REVENUES					
Intergovernmental	30,973	3,933	6,000	-	6,000
Charges for Current Services	-	-	-	-	-
Transfers In	3,876	153	-	-	-
TOTAL REVENUES	34,849	4,086	6,000	-	6,000
EXPENDITURES					
Salaries & Wages	9,916	-	-	-	-
Employee Benefits	9,916	-	-	-	-
Services and Supplies	12,331	2,654	6,000	-	6,000
Other Charges	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	32,163	2,654	6,000	-	6,000
NET COST	(2,686)	(1,433)	-	-	-
INMATE WELFARE TRUST REVENUES					
Revenue from Use of Money and Property	2,885	826	-	-	-
Miscellaneous Revenues	32,509	19,365	18,300	-	18,300
TOTAL REVENUES	35,394	20,190	18,300	-	18,300
EXPENDITURES					
Services and Supplies	34,441	11,950	18,300	-	18,300
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	34,441	11,950	18,300	-	18,300
NET COST	(952)	(8,240)	-	-	-

PUBLIC SAFETY AND PROTECTION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
2011 REALIGNMENT FUND					
REVENUES					
Revenue from Use of Money and Property	-	-	-	-	-
Intergovernmental	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
NET COST	-	-	-	-	-
CCP 2011 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	12,249	3,694	-	-	-
Intergovernmental	693,361	301,189	700,409	-	700,409
Transfers In	-	-	-	-	-
TOTAL REVENUES	705,610	304,882	700,409	-	700,409
EXPENDITURES					
Salaries & Wages	194,500	-	248,548	-	248,548
Employee Benefits	196,751	-	196,172	-	196,172
Services and Supplies	82,338	17,811	143,200	(27,200)	116,000
Other Charges	-	-	-	-	-
Transfers Out	173,553	-	325,000	-	325,000
TOTAL EXPENDITURES	647,142	17,811	912,920	(27,200)	885,720
NET COST	(58,468)	(287,072)	212,511	(27,200)	185,311
YOBG 2011 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	8,092	2,259	-	-	-
Intergovernmental	111,535	45,315	117,000	-	117,000
Transfers In	-	-	-	-	-
TOTAL REVENUES	119,628	47,574	117,000	-	117,000
EXPENDITURES					
Salaries & Wages	34,771	-	16,250	-	16,250
Employee Benefits	34,771	-	16,250	-	16,250
Services and Supplies	48,294	2,207	54,500	-	54,500
Other Charges	10,107	3,922	30,000	-	30,000
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	127,944	6,128	117,000	-	117,000
NET COST	8,316	(41,446)	-	-	-
SB 678 2011 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	18,092	5,063	7,839	10,000	17,839
Intergovernmental	227,576	100,000	200,000	-	200,000
Transfers In	-	-	-	-	-
TOTAL REVENUES	245,668	105,063	207,839	10,000	217,839
EXPENDITURES					
Salaries & Wages	-	-	-	6,317	6,317
Employee Benefits	-	-	-	2,033	2,033
Services and Supplies	55,488	10,890	99,867	-	99,867
Transfers Out	132,972	-	100,000	-	100,000
TOTAL EXPENDITURES	188,460	10,890	199,867	8,350	208,217
NET COST	(57,208)	(94,173)	(7,972)	(1,650)	(9,622)

PUBLIC SAFETY AND PROTECTION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
JJCPA 2011 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	1,736	462	-	-	-
Intergovernmental	62,357	22,172	37,434	-	37,434
Transfers In	-	-	-	-	-
TOTAL REVENUES	64,093	22,633	37,434	-	37,434
EXPENDITURES					
Salaries & Wages	16,326	-	16,326	-	16,326
Employee Benefits	16,326	-	16,326	-	16,326
Services and Supplies	160	-	4,782	-	4,782
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	32,812	-	37,434	-	37,434
NET COST	(31,281)	(22,633)	-	-	-
PRCS 2011 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	2,032	636	-	-	-
Intergovernmental	10,250	10,250	10,250	-	10,250
Transfers In	-	-	-	-	-
TOTAL REVENUES	12,282	10,886	10,250	-	10,250
EXPENDITURES					
Services and Supplies	-	-	10,250	-	10,250
TOTAL EXPENDITURES	-	-	10,250	-	10,250
NET COST	(12,282)	(10,886)	-	-	-
BSCC 2011 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	7,654	2,102	-	-	-
Intergovernmental	100,000	-	100,000	-	100,000
Transfers In	-	-	-	-	-
TOTAL REVENUES	107,654	2,102	100,000	-	100,000
EXPENDITURES					
Transfers Out	100,000	-	100,000	-	100,000
TOTAL EXPENDITURES	100,000	-	100,000	-	100,000
NET COST	(7,654)	(2,102)	-	-	-
JUVENILE ACTIVITIES					
REVENUES					
Revenue from Use of Money and Property	729	307	-	-	-
Intergovernmental	40,183	8,886	10,780	-	10,780
TOTAL REVENUES	40,913	9,194	10,780	-	10,780
EXPENDITURES					
Services and Supplies	3,565	7,894	10,780	-	10,780
TOTAL EXPENDITURES	3,565	7,894	10,780	-	10,780
NET COST	(37,348)	(1,300)	-	-	-
LOCAL INNOVATION SUBACCOUNT (GC 30029.07(b))					
REVENUES					
Revenue from Use of Money and Property	374	120	-	-	-
Intergovernmental	7,622	8,394	-	-	-
TOTAL REVENUES	7,996	8,513	-	-	-
EXPENDITURES					
Services and Supplies	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
NET COST	(7,996)	(8,513)	-	-	-

PUBLIC SAFETY AND PROTECTION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
DRUG COURT ENHANCEMENT GRANT					
REVENUES					
Intergovernmental	34,234	19,780	125,000	-	125,000
TOTAL REVENUES	34,234	19,780	125,000	-	125,000
EXPENDITURES					
Salaries & Wages	13,850	-	41,876	-	41,876
Employee Benefits	11,589	-	22,082	-	22,082
Services and Supplies	8,795	7,226	61,042	-	61,042
TOTAL EXPENDITURES	34,234	7,226	125,000	-	125,000
NET COST	-	(12,554)	-	-	-
SEARCH AND RESCUE					
REVENUES					
Charges for Current Services	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Services and Supplies	59,828	18,416	48,434	-	48,434
TOTAL EXPENDITURES	59,828	18,416	48,434	-	48,434
NET COST	59,828	18,416	48,434	-	48,434
EMERGENCY SERVICES (OES)					
REVENUES					
Intergovernmental	-	-	-	127,790	127,790
Miscellaneous Revenues	-	-	-	-	-
TOTAL REVENUES	-	-	-	127,790	127,790
EXPENDITURES					
Salaries & Wages	-	-	-	-	-
Overtime	-	-	-	-	-
Employee Benefits	27,288	10	-	-	-
Services and Supplies	3,351	3,469	-	127,790	127,790
Capital Assets / Equipment	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	30,639	3,479	-	127,790	127,790
NET COST	30,639	3,479	-	-	-
ANIMAL CONTROL					
REVENUES					
Licenses, Permits, Fines and Penalties	14,775	13,685	16,000	-	16,000
Charges for Current Services	8,638	4,222	8,000	-	8,000
Miscellaneous Revenues	1,318	1,221	-	-	-
TOTAL REVENUES	24,731	19,128	24,000	-	24,000
EXPENDITURES					
Salaries & Wages	212,608	98,342	217,055	-	217,055
Overtime	5,740	3,418	6,000	-	6,000
Employee Benefits	182,802	91,800	177,574	-	177,574
Services and Supplies	274,077	89,509	155,366	-	155,366
Capital Assets / Equipment	16,279	-	-	-	-
TOTAL EXPENDITURES	691,506	283,070	555,995	-	555,995
NET COST	666,775	263,942	531,995	-	531,995
FISH & GAME PROPAGATION					
REVENUES					
Licenses, Permits, Fines and Penalties	22,178	6,995	7,500	-	7,500
Revenue from Use of Money and Property	835	275	100	-	100
Miscellaneous Revenues	-	2,355	-	-	-
TOTAL REVENUES	23,013	9,625	7,600	-	7,600
EXPENDITURES					
Services and Supplies	5,000	-	30,600	-	30,600
TOTAL EXPENDITURES	5,000	-	30,600	-	30,600
NET COST	(18,013)	(9,625)	23,000	-	23,000

PUBLIC SAFETY AND PROTECTION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
MEDICATION-ASSISTED TREATMENT (MAT) GRANT					
REVENUES					
Intergovernmental	-	91,925	-	91,925	91,925
TOTAL REVENUES	-	91,925	-	91,925	91,925
EXPENDITURES					
Salaries & Wages	-	-	-	16,925	16,925
Employee Benefits	-	-	-	-	-
Services and Supplies	-	-	-	75,000	75,000
Capital Assets / Equipment	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	91,925	91,925
NET COST	-	(91,925)	-	-	-
CERTIFIED ACCESS SPECIALIST PROGRAM					
REVENUES					
Revenue from Use of Money and Property	0	20	-	-	-
Charges for Current Services	2,948	941	-	1,500	1,500
Transfers In	-	-	-	3,821	3,821
TOTAL REVENUES	2,948	961	-	5,321	5,321
EXPENDITURES					
Services and Supplies	-	-	-	5,000	5,000
Capital Assets / Equipment	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	5,000	5,000
NET COST	(2,948)	(961)	-	(321)	(321)
PUBLIC SAFETY POWER SHUTOFF (PSPS)					
REVENUES					
Intergovernmental	-	153,512	-	153,512	153,512
TOTAL REVENUES	-	153,512	-	153,512	153,512
EXPENDITURES					
Services and Supplies	-	-	-	153,512	153,512
Capital Assets / Equipment	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	153,512	153,512
NET COST	-	(153,512)	-	-	-
HOMELAND SECURITY GRANT PROGRAM					
REVENUES					
Intergovernmental	89,836	-	88,712	509	89,221
TOTAL REVENUES	89,836	-	88,712	509	89,221
EXPENDITURES					
Services and Supplies	88,701	72,070	88,712	509	89,221
TOTAL EXPENDITURES	88,701	72,070	88,712	509	89,221
NET COST	(1,135)	72,070	-	-	-
SUMMARY FOR PUBLIC SAFETY AND PROTECTION					
REVENUES	5,666,386	2,146,865	5,497,594	518,864	6,016,458
EXPENDITURES	16,942,336	9,281,088	18,351,404	504,963	18,856,367
NET COST	11,275,951	7,134,222	12,853,810	(13,901)	12,839,909

**Roads,
Infrastructure,
and
Community
Development**

Roads, Infrastructure and Community Development

	FY 2019-2020 Proposed Mid-Year Budget			Net Mid-Year Budget Increase (Decrease)
	Revenues	Expenditures	Net Cost	
Road Department	\$ 4,039,712	\$ 4,476,664	\$ 436,952	\$ (234,508)
State & Federal Road Projects	3,691,480	5,168,370	1,476,890	-
Disaster Recovery Fund	-	364,470	364,470	-
Public Works Engineering	115,000	1,025,741	910,741	(1,000)
County Facilities	2,000	2,741,923	2,739,923	10,000
Conway Ranch	95,651	95,651	-	-
Campgrounds	34,700	44,900	10,200	-
Cemeteries	31,163	31,163	-	-
Cemetery Endowment	-	-	-	-
Solid Waste Sanitation	2,102,000	3,170,503	1,068,503	15,985
Solid Waste Special Revenue Fund	825,000	680,000	(145,000)	-
SW Accelerated Landfill Closure Fund	500,000	-	(500,000)	-
Airports	27,700	41,876	14,176	-
Motor Pool	2,068,990	2,187,197	118,207	16,000
Building Department	200,000	469,808	269,808	-
Code Enforcement	33,800	281,653	247,853	4,000
Ag Commissioner / Sealer of Weights and Measures	103,361	218,433	115,072	45,137
Planning & Transportation	308,260	1,414,537	1,106,277	(4,580)
Housing Development	15,000	27,510	12,510	-
Planning Commission	-	17,642	17,642	-
Community Development Grants	370,000	370,000	-	-
Affordable Housing	648,634	73,502	(575,132)	(375,132)
Geothermal	214,580	214,580	-	-
Geothermal Royalties	88,000	122,400	34,400	-
TOTALS	\$ 15,515,031	\$ 23,238,523	\$ 7,723,492	\$ (524,098)

ROADS, INFRASTRUCTURE AND COMMUNITY DEVELOPMENT

Description	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20
	Actuals	YTD	Amended Budget	Mid-Year Budget Request	Proposed Mid-Year Budget
ROAD DEPARTMENT					
REVENUES					
Taxes	-	-	-	-	-
Licenses, Permits, Fines and Penalties	54,822	23,487	70,000	-	70,000
Revenue from Use of Money and Property	5,843	2,358	-	-	-
Intergovernmental	2,513,278	1,207,060	2,910,679	-	2,910,679
Charges for Current Services	543,314	167,422	430,000	-	430,000
Miscellaneous Revenues	150	-	-	-	-
Other Financing Sources	-	1,701	7,000	-	7,000
Transfers In	822,033	522,033	522,033	100,000	622,033
TOTAL REVENUES	3,939,440	1,924,062	3,939,712	100,000	4,039,712
EXPENDITURES					
Salaries & Wages	1,209,310	505,455	1,288,880	-	1,288,880
Overtime	65,951	18,327	54,050	-	54,050
Employee Benefits	1,052,171	532,157	1,023,706	-	1,023,706
Services and Supplies	2,015,719	1,122,958	2,015,036	(5,008)	2,010,028
Capital Assets / Equipment	71,858	96,268	229,500	(129,500)	100,000
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	4,415,008	2,275,166	4,611,172	(134,508)	4,476,664
NET COST	475,568	351,104	671,460	(234,508)	436,952
STATE & FEDERAL ROAD PROJECTS					
REVENUES					
Revenue from Use of Money and Property	13,823	8,940	-	-	-
Intergovernmental	1,847,555	639,306	3,691,480	-	3,691,480
Transfers In	80,801	-	-	-	-
TOTAL REVENUES	1,942,179	648,246	3,691,480	-	3,691,480
EXPENDITURES					
Capital Assets / Equipment	873,859	1,631,758	5,168,370	-	5,168,370
TOTAL EXPENDITURES	873,859	1,631,758	5,168,370	-	5,168,370
NET COST	(1,068,320)	983,512	1,476,890	-	1,476,890
DISASTER RECOVERY FUND					
REVENUES					
Revenue from Use of Money and Property	8,302	4,540	-	-	-
Intergovernmental	573,031	-	-	-	-
Miscellaneous Revenues	-	-	-	-	-
TOTAL REVENUES	581,333	4,540	-	-	-
EXPENDITURES					
Services and Supplies	-	-	-	-	-
Capital Assets / Equipment	58,530	-	-	-	-
Transfers Out	-	-	364,470	-	364,470
TOTAL EXPENDITURES	58,530	-	364,470	-	364,470
NET COST	(522,803)	(4,540)	364,470	-	364,470
PUBLIC WORKS ENGINEERING					
REVENUES					
Charges for Current Services	135,551	85,242	105,000	10,000	115,000
Miscellaneous Revenues	-	-	-	-	-
TOTAL REVENUES	135,551	85,242	105,000	10,000	115,000
EXPENDITURES					
Salaries & Wages	551,843	248,542	554,821	6,000	560,821
Overtime	943	1,815	1,000	3,000	4,000
Employee Benefits	337,409	207,795	331,603	-	331,603
Services and Supplies	144,791	73,430	129,317	-	129,317
TOTAL EXPENDITURES	1,034,987	531,582	1,016,741	9,000	1,025,741
NET COST	899,436	446,340	911,741	(1,000)	910,741

ROADS, INFRASTRUCTURE AND COMMUNITY DEVELOPMENT

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
COUNTY FACILITIES REVENUES					
Charges for Current Services	-	-	500	-	500
Miscellaneous Revenues	-	-	1,500	-	1,500
TOTAL REVENUES	-	-	2,000	-	2,000
EXPENDITURES					
Salaries & Wages	831,255	445,400	855,331	-	855,331
Overtime	657	524	1,500	-	1,500
Employee Benefits	648,766	400,639	549,912	-	549,912
Services and Supplies	1,308,437	648,184	1,325,180	10,000	1,335,180
Capital Assets / Equipment	29,762	-	-	-	-
TOTAL EXPENDITURES	2,818,877	1,494,746	2,731,923	10,000	2,741,923
NET COST	2,818,877	1,494,746	2,729,923	10,000	2,739,923
CONWAY RANCH REVENUES					
Revenue from Use of Money and Property	(211)	(3)	-	-	-
Transfers In	55,185	38,117	95,651	-	95,651
TOTAL REVENUES	54,974	38,114	95,651	-	95,651
EXPENDITURES					
Salaries & Wages	-	-	-	-	-
Employee Benefits	-	-	-	-	-
Services and Supplies	55,055	71,143	77,651	-	77,651
Capital Assets / Equipment	-	20,301	18,000	-	18,000
TOTAL EXPENDITURES	55,055	91,444	95,651	-	95,651
NET COST	80	53,330	-	-	-
CAMPGROUNDS REVENUES					
Revenue from Use of Money and Property	1,840	592	700	-	700
Charges for Current Services	39,476	30,379	34,000	-	34,000
Transfers In	-	-	-	-	-
TOTAL REVENUES	41,316	30,971	34,700	-	34,700
EXPENDITURES					
Services and Supplies	32,336	20,399	44,900	-	44,900
TOTAL EXPENDITURES	32,336	20,399	44,900	-	44,900
NET COST	(8,980)	(10,572)	10,200	-	10,200
CEMETERIES REVENUES					
Revenue from Use of Money and Property	477	183	175	-	175
Charges for Current Services	5,600	9,600	3,500	-	3,500
Transfers In	8,440	5,000	27,488	-	27,488
TOTAL REVENUES	14,517	14,783	31,163	-	31,163
EXPENDITURES					
Services and Supplies	14,397	18,654	31,163	-	31,163
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	14,397	18,654	31,163	-	31,163
NET COST	(120)	3,871	-	-	-
CEMETERY ENDOWMENT REVENUES					
Revenue from Use of Money and Property	96	28	-	-	-
TOTAL REVENUES	96	28	-	-	-
EXPENDITURES					
Services and Supplies	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
NET COST	(96)	(28)	-	-	-

ROADS, INFRASTRUCTURE AND COMMUNITY DEVELOPMENT

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
SOLID WASTE					
SANITATION					
REVENUES					
Licenses, Permits, Fines and Penalties	125,862	54,548	101,000	-	101,000
Revenue from Use of Money and Property	39,241	10,198	20,000	-	20,000
Intergovernmental	30,000	-	20,000	-	20,000
Charges for Current Services	2,051,130	1,078,836	1,601,000	130,000	1,731,000
Miscellaneous Revenues	41,681	2,218	50,000	-	50,000
Transfers In	680,000	-	180,000	-	180,000
TOTAL REVENUES	2,967,913	1,145,800	1,972,000	130,000	2,102,000
EXPENDITURES					
Salaries & Wages	492,676	257,798	547,831	-	547,831
Overtime	3,722	6,490	10,000	-	10,000
Employee Benefits	372,557	225,610	382,891	-	382,891
Services and Supplies	1,232,988	749,008	1,482,436	145,985	1,628,421
Capital Assets / Equipment	36,159	49,930	80,000	-	80,000
Other Charges	81,726	36,480	521,360	-	521,360
Transfers Out	500,000	-	-	-	-
TOTAL EXPENDITURES	2,719,828	1,325,315	3,024,518	145,985	3,170,503
NET COST	(248,086)	179,516	1,052,518	15,985	1,068,503
SOLID WASTE					
SPECIAL REVENUE					
REVENUES					
Revenue from Use of Money and Property	77,379	21,180	25,000	-	25,000
Charges for Current Services	830,844	540,612	800,000	-	800,000
TOTAL REVENUES	908,223	561,792	825,000	-	825,000
EXPENDITURES					
Other Charges	246,110	-	-	-	-
Transfers Out	680,000	500,000	680,000	-	680,000
TOTAL EXPENDITURES	926,110	500,000	680,000	-	680,000
NET COST	17,887	(61,792)	(145,000)	-	(145,000)
SW ACCELERATED					
LANDFILL CLOSURE					
REVENUES					
Revenue from Use of Money and Property	22,528	9,442	-	-	-
Other Financing Sources	500,000	500,000	500,000	-	500,000
TOTAL REVENUES	522,528	509,442	500,000	-	500,000
EXPENDITURES					
Services and Supplies	-	-	-	-	-
Transfers Out	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	-
NET COST	(522,528)	(509,442)	(500,000)	-	(500,000)
AIRPORTS					
REVENUES					
Revenue from Use of Money and Property	2,747	883	1,200	-	1,200
Intergovernmental	20,000	-	20,000	-	20,000
Charges for Current Services	7,032	2,903	6,500	-	6,500
Miscellaneous Revenues	3,300	-	-	-	-
TOTAL REVENUES	33,079	3,787	27,700	-	27,700
EXPENDITURES					
Services and Supplies	36,652	15,323	41,876	-	41,876
Capital Assets / Equipment/Depreciation	321,104	-	-	-	-
Transfers Out	63,074	-	-	-	-
TOTAL EXPENDITURES	420,830	15,323	41,876	-	41,876
NET COST	387,751	11,536	14,176	-	14,176

ROADS, INFRASTRUCTURE AND COMMUNITY DEVELOPMENT

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
MOTOR POOL					
REVENUES					
Revenue from Use of Money and Property	35,054	10,219	8,000	-	8,000
Intergovernmental	32,630	-	-	-	-
Charges for Current Services	1,505,848	411,591	1,316,390	-	1,316,390
Miscellaneous Revenues	9,417	10,502	-	-	-
Other Financing Sources	36,338	43,657	14,000	-	14,000
Transfers In	500,000	730,600	730,600	-	730,600
TOTAL REVENUES	2,119,287	1,206,569	2,068,990	-	2,068,990
EXPENDITURES					
Salaries & Wages	145,273	94,227	238,858	-	238,858
Overtime	-	249	1,000	-	1,000
Employee Benefits	116,497	95,660	191,934	-	191,934
Services and Supplies	268,527	149,183	270,805	16,000	286,805
Capital Assets / Equipment	397,202	317,211	1,468,600	-	1,468,600
TOTAL EXPENDITURES	927,499	656,529	2,171,197	16,000	2,187,197
NET COST	(1,191,789)	(550,040)	102,207	16,000	118,207
BUILDING DEPARTMENT					
REVENUES					
Licenses, Permits, Fines and Penalties	100,506	40,233	80,000	-	80,000
Charges for Current Services	76,530	53,927	70,000	-	70,000
Transfers In	-	-	50,000	-	50,000
TOTAL REVENUES	177,036	94,160	200,000	-	200,000
EXPENDITURES					
Salaries & Wages	177,305	90,562	198,362	-	198,362
Overtime	11,093	4,376	-	-	-
Employee Benefits	82,454	59,556	95,756	-	95,756
Services and Supplies	92,968	49,224	175,690	-	175,690
TOTAL EXPENDITURES	363,820	203,719	469,808	-	469,808
NET COST	186,784	109,558	269,808	-	269,808
CODE ENFORCEMENT					
REVENUES					
Licenses, Permits, Fines and Penalties	5,309	1,835	4,000	-	4,000
Intergovernmental	25,000	-	25,000	-	25,000
Charges for Current Services	3,713	347	4,800	-	4,800
TOTAL REVENUES	34,021	2,182	33,800	-	33,800
EXPENDITURES					
Salaries & Wages	110,003	65,791	149,037	-	149,037
Overtime	72	-	-	-	-
Employee Benefits	80,008	61,738	104,891	-	104,891
Services and Supplies	16,215	14,805	23,725	4,000	27,725
TOTAL EXPENDITURES	206,298	142,334	277,653	4,000	281,653
NET COST	172,277	140,152	243,853	4,000	247,853
AG COMMISSIONER / SEALER OF WEIGHTS & MEASUREMENTS					
REVENUES					
Intergovernmental	94,458	13,361	90,000	13,361	103,361
TOTAL REVENUES	94,458	13,361	90,000	13,361	103,361
EXPENDITURES					
Services and Supplies	161,807	218,433	159,935	58,498	218,433
TOTAL EXPENDITURES	161,807	218,433	159,935	58,498	218,433
NET COST	67,349	205,072	69,935	45,137	115,072

ROADS, INFRASTRUCTURE AND COMMUNITY DEVELOPMENT

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
PLANNING & TRANSPORTATION					
REVENUES					
Intergovernmental	17,289	-	25,000	-	25,000
Charges for Current Services	211,182	68,469	166,000	117,260	283,260
Miscellaneous Revenues	-	8,959	-	-	-
Transfers In	10,332	-	-	-	-
TOTAL REVENUES	238,803	77,428	191,000	117,260	308,260
EXPENDITURES					
Salaries & Wages	547,741	287,486	709,929	-	709,929
Overtime	14,309	95	-	-	-
Employee Benefits	389,521	235,502	389,009	-	389,009
Services and Supplies	255,076	110,722	202,919	112,680	315,599
TOTAL EXPENDITURES	1,206,647	633,805	1,301,857	112,680	1,414,537
NET COST	967,844	556,378	1,110,857	(4,580)	1,106,277
HOUSING DEVELOPMENT					
REVENUES					
Revenue from Use of Money and Property	18,750	3,750	15,000	-	15,000
Intergovernmental	-	-	-	-	-
Transfers In	4,494	1,370	-	-	-
TOTAL REVENUES	23,244	5,120	15,000	-	15,000
EXPENDITURES					
Salaries & Wages	4,494	2,955	8,189	-	8,189
Employee Benefits	16,947	3,274	6,274	-	6,274
Services and Supplies	12,439	6,225	13,047	-	13,047
TOTAL EXPENDITURES	33,879	12,454	27,510	-	27,510
NET COST	10,635	7,335	12,510	-	12,510
PLANNING COMMISSION					
REVENUES					
Charges for Current Services	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Salaries & Wages	3,500	1,625	4,800	-	4,800
Employee Benefits	392	137	810	-	810
Services and Supplies	11,205	8,360	12,032	-	12,032
TOTAL EXPENDITURES	15,096	10,121	17,642	-	17,642
NET COST	15,096	10,121	17,642	-	17,642
COMMUNITY DEVELOPMENT GRANTS					
REVENUES					
Revenue from Use of Money and Property	(1,424)	(204)	-	-	-
Intergovernmental	280,662	55,167	350,000	20,000	370,000
TOTAL REVENUES	279,238	54,963	350,000	20,000	370,000
EXPENDITURES					
Salaries & Wages	-	-	15,000	-	15,000
Employee Benefits	-	-	15,000	-	15,000
Services and Supplies	238,219	85,777	320,000	20,000	340,000
TOTAL EXPENDITURES	238,219	85,777	350,000	20,000	370,000
NET COST	(41,019)	30,814	-	-	-

ROADS, INFRASTRUCTURE AND COMMUNITY DEVELOPMENT

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
AFFORDABLE HOUSING					
REVENUES					
Revenue from Use of Money and Property	745	1,161	-	-	-
Intergovernmental	-	-	-	448,634	448,634
Transfer In	200,000	200,000	200,000	-	200,000
TOTAL REVENUES	200,745	201,161	200,000	448,634	648,634
EXPENDITURES					
Salaries & Wages	-	-	-	28,560	28,560
Employee Benefits	-	-	-	21,516	21,516
Services and Supplies	-	9,496	-	420	420
Capital Assets / Equipment	-	-	-	11,503	11,503
Other Charges	-	-	-	11,503	11,503
TOTAL EXPENDITURES	-	9,496	-	73,502	73,502
NET COST	(200,745)	(191,665)	(200,000)	(375,132)	(575,132)
GEOHERMAL					
REVENUES					
Miscellaneous Revenues	175,294	46,291	214,580	-	214,580
TOTAL REVENUES	175,294	46,291	214,580	-	214,580
EXPENDITURES					
Capital Assets / Equipment	164,115	30,833	214,580	-	214,580
TOTAL EXPENDITURES	164,115	30,833	214,580	-	214,580
NET COST	(11,179)	(15,459)	-	-	-
GEOHERMAL ROYALTIES					
REVENUES					
Revenue from Use of Money and Property	5,028	1,704	3,000	-	3,000
Intergovernmental	168,445	57,413	85,000	-	85,000
TOTAL REVENUES	173,473	59,117	88,000	-	88,000
EXPENDITURES					
Services and Supplies	25,000	4,228	25,000	-	25,000
Other Charges	15,454	25,584	82,400	-	82,400
Transfers Out	50,000	-	15,000	-	15,000
TOTAL EXPENDITURES	90,454	29,812	122,400	-	122,400
NET COST	(83,019)	(29,305)	34,400	-	34,400
SUMMARY FOR ROADS, INFRASTRUCTURE AND COMMUNITY DEVELOPMENT					
REVENUES	14,656,748	6,727,158	14,675,776	839,255	15,515,031
EXPENDITURES	16,777,650	9,937,700	22,923,366	315,157	23,238,523
NET COST	2,120,902	3,210,542	8,247,590	(524,098)	7,723,492

Health and Sanitation

Health and Sanitation

	FY 2019-2020 Proposed Mid-Year Budget			Net Mid-Year Budget Increase (Decrease)
	Revenues	Expenditures	Net Cost	
Behavioral Health	\$ 1,184,573	\$ 1,521,550	\$ 336,977	\$ 283,700
Alcohol & Drug Program	735,332	870,370	135,038	154,848
Mental Health Services Act	1,806,009	4,487,453	2,681,444	221,033
Public Health	2,797,390	2,877,854	80,464	(73,426)
Health Education	427,606	427,606	-	-
Public Health CTCP Prop 99	-	-	-	-
Public Health CTCP Prop 56	-	-	-	-
Bioterrorism	371,640	355,673	(15,967)	(15,967)
BH 2011 Realignment	367,224	331,542	(35,682)	100,000
Emergency Medical Services	2,139,800	4,393,931	2,254,131	2,418
TOTALS	\$ 9,829,574	\$ 15,265,979	\$ 5,436,405	\$ 672,606

HEALTH AND SANITATION

Description	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20
	Actuals	YTD	Amended Budget	Mid-Year Budget Request	Proposed Mid-Year Budget
BEHAVIORAL HEALTH					
REVENUES					
Revenue from Use of Money and Property	14,586	1,960	-	-	-
Intergovernmental	1,055,114	136,052	1,027,170	-	1,027,170
Charges for Current Services	47,351	77,790	27,254	58,000	85,254
Miscellaneous Revenues	-	-	-	-	-
Transfers In	24,902	-	72,149	-	72,149
TOTAL REVENUES	1,141,954	215,802	1,126,573	58,000	1,184,573
EXPENDITURES					
Salaries & Wages	254,751	145,882	327,264	-	327,264
Overtime	3,306	1,470	3,600	-	3,600
Employee Benefits	285,298	113,745	222,057	-	222,057
Services and Supplies	605,093	547,242	626,929	341,700	968,629
Transfer out	-	-	-	-	-
TOTAL EXPENDITURES	1,148,449	808,339	1,179,850	341,700	1,521,550
NET COST	6,495	592,538	53,277	283,700	336,977
ALCOHOL & DRUG PROGRAM					
REVENUES					
Licenses, Permits, Fines and Penalties	6,724	2,533	5,000	-	5,000
Intergovernmental	113,144	10,017	420,641	-	420,641
Charges for Current Services	95,057	54,915	71,000	-	71,000
Miscellaneous Revenues	-	150	-	-	-
Transfers In	30,702	7,149	238,691	-	238,691
TOTAL REVENUES	245,627	74,765	735,332	-	735,332
EXPENDITURES					
Salaries & Wages	250,763	155,646	262,142	-	262,142
Overtime	4,408	1,600	4,760	-	4,760
Employee Benefits	154,997	109,365	177,013	-	177,013
Services and Supplies	200,514	135,997	271,607	154,848	426,455
TOTAL EXPENDITURES	610,682	402,608	715,522	154,848	870,370
NET COST	365,055	327,843	(19,810)	154,848	135,038
MENTAL HEALTH SERVICES ACT					
REVENUES					
Revenue from Use of Money and Property	135,493	41,687	30,000	15,000	45,000
Intergovernmental	1,818,872	800,645	1,761,009	-	1,761,009
Miscellaneous Revenues	-	-	-	-	-
TOTAL REVENUES	1,954,365	842,332	1,791,009	15,000	1,806,009
EXPENDITURES					
Salaries & Wages	575,153	288,900	668,991	-	668,991
Overtime	3,306	1,709	3,500	-	3,500
Employee Benefits	351,749	238,780	440,838	-	440,838
Services and Supplies	434,406	213,550	470,694	186,033	656,727
Capital Assets / Equipment	32,630	-	2,507,397	50,000	2,557,397
Contingency	-	-	160,000	-	160,000
TOTAL EXPENDITURES	1,397,244	742,939	4,251,420	236,033	4,487,453
NET COST	(557,120)	(99,393)	2,460,411	221,033	2,681,444
PUBLIC HEALTH					
REVENUES					
Licenses, Permits, Fines and Penalties	286,794	274,867	278,191	799	278,990
Revenue from Use of Money and Property	12,542	3,730	7,000	-	7,000
Intergovernmental	2,154,320	612,763	2,096,273	150,279	2,246,552
Charges for Current Services	208,019	63,928	263,614	(23,116)	240,498
Miscellaneous Revenues	2,217	-	-	-	-
Transfers In	21,599	-	24,350	-	24,350
TOTAL REVENUES	2,685,491	955,288	2,669,428	127,962	2,797,390
EXPENDITURES					
Salaries & Wages	1,018,202	562,776	1,221,146	(87,951)	1,133,195
Overtime	(186)	-	-	-	-
Employee Benefits	738,292	449,406	761,244	(36,205)	725,039
Services and Supplies	718,997	646,927	773,158	161,464	934,622
Transfers Out	-	44,759	67,770	17,228	84,998
TOTAL EXPENDITURES	2,475,304	1,703,869	2,823,318	54,536	2,877,854
NET COST	(210,187)	748,581	153,890	(73,426)	80,464

HEALTH AND SANITATION

		FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20
Description		Actuals	YTD	Amended	Mid-Year	Proposed
				Budget	Budget	Mid-Year
					Request	Budget
HEALTH EDUCATION	REVENUES					
	Revenue from Use of Money and Property	(39)	(777)	-	-	-
	Intergovernmental	226,812	38,103	311,550	75,817	387,367
	Transfers In	-	-	23,011	17,228	40,239
	TOTAL REVENUES	226,773	37,326	334,561	93,045	427,606
	EXPENDITURES					
	Salaries & Wages	130,094	39,390	100,646	34,921	135,567
	Overtime	-	122	-	122	122
	Employee Benefits	94,348	34,104	57,121	40,183	97,304
	Services and Supplies	172,296	84,572	176,794	17,819	194,613
	TOTAL EXPENDITURES	396,738	158,187	334,561	93,045	427,606
	NET COST	169,965	120,861	-	-	-
PUBLIC HEALTH	REVENUES					
CTCP PROP 99	Revenue from Use of Money and Property	-	99	-	-	-
	Intergovernmental	-	75,000	-	-	-
	Transfers In	-	-	-	-	-
	TOTAL REVENUES	-	75,099	-	-	-
	EXPENDITURES					
	Salaries & Wages	-	-	-	-	-
	Overtime	-	-	-	-	-
	Employee Benefits	-	-	-	-	-
	Services and Supplies	-	-	-	-	-
	TOTAL EXPENDITURES	-	-	-	-	-
	NET COST	-	(75,099)	-	-	-
PUBLIC HEALTH	REVENUES					
CTCP PROP 56	Revenue from Use of Money and Property	-	184	-	-	-
	Intergovernmental	38,103	6,413	-	-	-
	Transfers In	-	-	-	-	-
	TOTAL REVENUES	38,103	6,597	-	-	-
	EXPENDITURES					
	Salaries & Wages	-	-	-	-	-
	Overtime	-	-	-	-	-
	Employee Benefits	-	-	-	-	-
	Services and Supplies	-	-	-	-	-
	TOTAL EXPENDITURES	-	-	-	-	-
	NET COST	(38,103)	(6,597)	-	-	-
BIOTERRORISM	REVENUES					
	Revenue from Use of Money and Property	(2,768)	(1,412)	-	-	-
	Intergovernmental	220,249	41,422	281,430	45,451	326,881
	Miscellaneous Revenues	66,488	-	-	-	-
	Transfers In	-	44,759	44,759	-	44,759
	TOTAL REVENUES	283,969	84,769	326,189	45,451	371,640
	EXPENDITURES					
	Salaries & Wages	150,158	52,837	156,497	14,979	171,476
	Overtime	-	-	-	-	-
	Employee Benefits	95,841	47,429	95,276	6,356	101,632
	Services and Supplies	96,221	51,808	74,416	8,149	82,565
	Capital Assets / Equipment	-	-	-	-	-
	Transfers Out	-	-	-	-	-
	TOTAL EXPENDITURES	342,220	152,075	326,189	29,484	355,673
	NET COST	58,251	67,305	-	(15,967)	(15,967)

HEALTH AND SANITATION

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
BH 2011 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	46,159	15,184	-	-	-
Intergovernmental	480,487	203,934	367,224	-	367,224
Transfers In	-	-	-	-	-
TOTAL REVENUES	526,646	219,118	367,224	-	367,224
EXPENDITURES					
Capital Assets / Equipment	-	-	-	100,000	100,000
Transfers Out	-	-	231,542	-	231,542
TOTAL EXPENDITURES	-	-	231,542	100,000	331,542
NET COST	(526,646)	(219,118)	(135,682)	100,000	(35,682)
EMERGENCY MEDICAL SERVICES					
REVENUES					
Taxes	587,375	304,257	583,800	-	583,800
Intergovernmental	404,437	141,199	341,000	-	341,000
Charges for Current Services	1,357,406	293,261	1,215,000	-	1,215,000
Miscellaneous Revenues	-	-	-	-	-
TOTAL REVENUES	2,349,217	738,717	2,139,800	-	2,139,800
EXPENDITURES					
Salaries & Wages	1,843,956	891,598	1,854,446	-	1,854,446
Overtime	390,728	236,964	300,000	-	300,000
Employee Benefits	1,499,928	768,538	1,480,356	-	1,480,356
Services and Supplies	673,325	488,779	751,711	2,418	754,129
Capital Assets / Equipment	13,790	-	5,000	-	5,000
TOTAL EXPENDITURES	4,421,727	2,385,879	4,391,513	2,418	4,393,931
NET COST	2,072,509	1,647,162	2,251,713	2,418	2,254,131
SUMMARY FOR HEALTH AND SANITATION					
REVENUES	9,452,146	3,249,813	9,490,116	339,458	9,829,574
EXPENDITURES	10,792,364	6,353,897	14,253,915	1,012,064	15,265,979
NET COST	1,340,219	3,104,084	4,763,799	672,606	5,436,405

Public Assistance

Public Assistance

	FY 2019-2020 Proposed Mid-Year Budget			Net Mid-Year Budget Increase (Decrease)
	Revenues	Expenditures	Net Cost	
Social Services	\$ 5,770,323	\$ 5,010,901	\$ (759,422)	\$ (38,015)
Senior Services	359,003	361,420	2,417	2,418
CCTC - County Children's Trust Fund	31,000	31,000	-	-
Social Services - Aid Programs	-	706,015	706,015	38,015
Social Services - General Relief	14,500	14,500	-	-
Veterans Services	-	51,924	51,924	5,624
Foster Care	127,529	127,529	-	-
Employer's Training Resources	129,662	129,662	-	-
CDBG (Community Development Block Grants)	900,000	900,000	-	-
DSS 2011 Realignment	1,406,626	1,499,155	92,529	50,000
DSS 1991 Realignment	846,225	934,240	88,015	88,015
	<u>\$ 9,584,868</u>	<u>\$ 9,766,346</u>	<u>\$ 181,478</u>	<u>\$ 146,057</u>

PUBLIC ASSISTANCE

		FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	
Description		Actuals	YTD	Amended	Mid-Year	Proposed	
				Budget	Budget	Mid-Year	
					Request	Budget	
SOCIAL SERVICES	REVENUES						
	Revenue from Use of Money and Property	22,272	6,444	24,680	-	24,680	
	Intergovernmental	2,644,414	1,711,155	2,908,265	93,012	3,001,277	
	Miscellaneous Revenues	3,333	572	-	-	-	
	Transfers In	1,505,821	232,546	2,606,351	138,015	2,744,366	
	TOTAL REVENUES	4,175,841	1,950,717	5,539,296	231,027	5,770,323	
	EXPENDITURES						
	Salaries & Wages	1,540,696	809,770	1,861,366	-	1,861,366	
	Overtime	22,886	18,492	35,000	-	35,000	
	Employee Benefits	1,128,392	679,287	1,208,596	-	1,208,596	
Services and Supplies	1,373,308	910,655	1,523,227	84,733	1,607,960		
Capital Assets / Equipment	-	-	-	100,000	100,000		
Other Charges	63,115	13,486	89,700	8,279	97,979		
Transfers Out	21,599	-	100,000	-	100,000		
TOTAL EXPENDITURES	4,149,997	2,431,690	4,817,889	193,012	5,010,901		
NET COST	(25,844)	480,973	(721,407)	(38,015)	(759,422)		
SENIOR SERVICES	REVENUES						
	Intergovernmental	30,000	15,000	30,000	-	30,000	
	Charges for Current Services	113,814	45,321	120,186	34,793	154,979	
	Transfers In	195,937	118,788	174,024	-	174,024	
	TOTAL REVENUES	339,751	179,109	324,210	34,793	359,003	
	EXPENDITURES						
	Salaries & Wages	112,529	53,808	133,177	(7,412)	125,765	
	Overtime	472	48	1,000	-	1,000	
	Employee Benefits	92,950	53,520	89,487	-	89,487	
	Services and Supplies	152,726	73,563	100,545	44,623	145,168	
TOTAL EXPENDITURES	358,677	180,939	324,209	37,211	361,420		
NET COST	18,925	1,830	(1)	2,418	2,417		
CCTF - COUNTY CHILDREN'S TRUST FUND	REVENUES						
	Revenue from Use of Money and Property	11	58	100	-	100	
	Intergovernmental	29,567	-	29,567	-	29,567	
	Charges for Current Services	901	446	1,333	-	1,333	
	TOTAL REVENUES	30,479	505	31,000	-	31,000	
	EXPENDITURES						
	Services and Supplies	30,308	8,501	31,000	-	31,000	
	TOTAL EXPENDITURES	30,308	8,501	31,000	-	31,000	
	NET COST	(171)	7,996	-	-	-	
	SOCIAL SERVICES - AID PROGRAMS	REVENUES					
Charges for Current Services		6,247	2,295	-	-	-	
TOTAL REVENUES		6,247	2,295	-	-	-	
EXPENDITURES							
Other Charges		439,119	258,224	668,000	38,015	706,015	
TOTAL EXPENDITURES		439,119	258,224	668,000	38,015	706,015	
NET COST		432,872	255,929	668,000	38,015	706,015	
SOCIAL SERVICES - GENERAL RELIEF		REVENUES					
		Charges for Current Services	6,883	1,233	-	-	-
		Transfers In	4,249	795	14,500	-	14,500
	TOTAL REVENUES	11,132	2,028	14,500	-	14,500	
	EXPENDITURES						
	Services and Supplies	1,011	-	-	-	-	
	Other Charges	9,996	2,488	14,500	-	14,500	
	TOTAL EXPENDITURES	11,007	2,488	14,500	-	14,500	
	NET COST	(125)	460	-	-	-	

PUBLIC ASSISTANCE

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
VETERANS SERVICES REVENUES					
Charges for Current Services	-	-	-	-	-
TOTAL REVENUES	-	-	-	-	-
EXPENDITURES					
Other Charges	46,272	12,981	46,300	5,624	51,924
TOTAL EXPENDITURES	46,272	12,981	46,300	5,624	51,924
NET COST	46,272	12,981	46,300	5,624	51,924
FOSTER CARE					
REVENUES					
Transfers In	25,130	-	127,529	-	127,529
TOTAL REVENUES	25,130	-	127,529	-	127,529
EXPENDITURES					
Services and Supplies	3,754	-	18,501	-	18,501
Transfers Out	25,130	-	71,499	-	71,499
Contingency	-	-	37,529	-	37,529
TOTAL EXPENDITURES	28,885	-	127,529	-	127,529
NET COST	3,754	-	-	-	-
EMPLOYERS TRAINING RESOURCE					
REVENUES					
Intergovernmental	52,020	11,726	129,662	-	129,662
TOTAL REVENUES	52,020	11,726	129,662	-	129,662
EXPENDITURES					
Salaries & Wages	7,034	1,098	12,000	-	12,000
Overtime	-	-	-	-	-
Employee Benefits	5,480	810	9,000	-	9,000
Services and Supplies	37,149	18,131	108,662	-	108,662
TOTAL EXPENDITURES	49,663	20,039	129,662	-	129,662
NET COST	(2,357)	8,313	-	-	-
CDBG (COMMUNITY DEVELOPMENT BLOCK GRANT)					
REVENUES					
Revenue from Use of Money and Property	(1,159)	(358)	-	-	-
Intergovernmental	323,165	97,417	900,000	-	900,000
TOTAL REVENUES	322,006	97,059	900,000	-	900,000
EXPENDITURES					
Salaries & Wages	-	-	4,361	-	4,361
Overtime	-	-	4,361	-	4,361
Services and Supplies	253,222	38,609	891,278	-	891,278
Capital Assets / Equipment	-	-	-	-	-
Transfers Out	14,826	1,370	-	-	-
TOTAL EXPENDITURES	268,048	39,979	900,000	-	900,000
NET COST	(53,958)	(57,080)	-	-	-
DSS 2011 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	30,735	10,433	12,700	-	12,700
Intergovernmental	1,231,392	545,355	1,393,926	-	1,393,926
Transfers In	-	-	-	-	-
TOTAL REVENUES	1,262,127	555,787	1,406,626	-	1,406,626
EXPENDITURES					
Transfers Out	785,528	127,031	1,449,155	50,000	1,499,155
TOTAL EXPENDITURES	785,528	127,031	1,449,155	50,000	1,499,155
NET COST	(476,599)	(428,756)	42,529	50,000	92,529

PUBLIC ASSISTANCE

Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget
DSS 1991 REALIGNMENT					
REVENUES					
Revenue from Use of Money and Property	19,064	7,171	-	-	-
Intergovernmental	920,360	406,925	846,225	-	846,225
Transfers In	-	-	-	-	-
TOTAL REVENUES	939,424	414,096	846,225	-	846,225
EXPENDITURES					
Transfers Out	414,299	58,998	846,225	88,015	934,240
TOTAL EXPENDITURES	414,299	58,998	846,225	88,015	934,240
NET COST	(525,125)	(355,098)	-	88,015	88,015
SUMMARY FOR PUBLIC ASSISTANCE					
REVENUES	7,164,157	3,213,323	9,319,048	265,820	9,584,868
EXPENDITURES	6,581,802	3,140,870	9,354,469	411,877	9,766,346
NET COST	(582,355)	(72,453)	35,421	146,057	181,478

Local Economy

Local Economy

	FY 2019-2020 Proposed Mid-Year Budget			Net Mid-Year Budget Increase (Decrease)
	Revenues	Expenditures	Net Cost	
Economic Development	\$ -	\$ 591,707	\$ 591,707	\$ -
Fish Enhancement	103,737	103,737	-	-
Tourism	361,410	361,410	-	-
Community Support Grants	79,000	93,017	14,017	-
	<u>\$ 544,147</u>	<u>\$ 1,149,871</u>	<u>\$ 605,724</u>	<u>\$ -</u>

LOCAL ECONOMY

	Description	FY 2018-19 Actuals	FY 2019-20 YTD	FY 2019-20 Amended Budget	FY 2019-20 Mid-Year Budget Request	FY 2019-20 Proposed Mid-Year Budget	
ECONOMIC DEVELOPMENT	REVENUES						
	Charges for Current Services	-	-	-	-	-	
	TOTAL REVENUES	-	-	-	-	-	
	EXPENDITURES						
	Salaries & Wages	232,540	128,267	263,427	2,992	266,419	
	Overtime	-	-	-	-	-	
	Employee Benefits	203,434	120,219	196,119	771	196,890	
	Services and Supplies	122,390	35,054	132,161	(3,763)	128,398	
	TOTAL EXPENDITURES	558,364	283,540	591,707	-	591,707	
	NET COST	558,364	283,540	591,707	-	591,707	
FISH ENHANCEMENT	REVENUES						
	Revenue from Use of Money and Property	552	195	-	-	-	
	Transfers In	103,737	51,968	103,737	-	103,737	
	TOTAL REVENUES	104,289	52,163	103,737	-	103,737	
	EXPENDITURES						
	Services and Supplies	100,965	52,163	103,737	-	103,737	
	TOTAL EXPENDITURES	100,965	52,163	103,737	-	103,737	
	NET COST	(3,325)	(0)	-	-	-	
	TOURISM	REVENUES					
		Taxes	293,511	152,037	299,710	-	299,710
Revenue from Use of Money and Property		3,791	734	500	-	500	
Intergovernmental		-	-	-	-	-	
Charges for Current Services		44,824	16,975	41,500	-	41,500	
Miscellaneous Revenues		2,819	-	4,700	-	4,700	
Transfers In		10,000	10,000	15,000	-	15,000	
TOTAL REVENUES		354,945	179,747	361,410	-	361,410	
EXPENDITURES							
Services and Supplies		338,741	82,815	351,410	-	351,410	
Other Charges	6,000	-	10,000	-	10,000		
TOTAL EXPENDITURES	344,741	82,815	361,410	-	361,410		
NET COST	(10,204)	(96,932)	-	-	-		
COMMUNITY SUPPORT GRANTS	REVENUES						
	Transfers In	99,000	84,000	79,000	-	79,000	
	TOTAL REVENUES	99,000	84,000	79,000	-	79,000	
	EXPENDITURES						
	Other Charges	101,826	11,660	93,017	-	93,017	
	TOTAL EXPENDITURES	101,826	11,660	93,017	-	93,017	
	NET COST	2,826	(72,340)	14,017	-	14,017	
	SUMMARY FOR LOCAL ECONOMY						
	REVENUES	558,234	315,909	544,147	-	544,147	
	EXPENDITURES	1,105,896	430,177	1,149,871	-	1,149,871	
NET COST	547,662	114,268	605,724	-	605,724		

Capital Projects

Capital Projects

	FY 2019-2020 Proposed Mid-Year Budget			Net Mid-Year Budget Increase (Decrease)
	Revenues	Expenditures	Net Cost	
Capital Improvement Projects	\$ 212,500	\$ 428,000	\$ 215,500	\$ 12,000
Accumulated Capital Outlay	-	150,000	150,000	-
Criminal Justice Facility	26,550,000	26,909,863	359,863	-
Mono County Civic Center Project	775,000	20,111,114	19,336,114	-
	<u>\$ 27,537,500</u>	<u>\$ 47,598,977</u>	<u>\$ 20,061,477</u>	<u>\$ 12,000</u>

CAPITAL PROJECTS

Description	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20
	Actuals	YTD	Amended Budget	Mid-Year Budget Request	Proposed Mid-Year Budget
CAPITAL IMPROVEMENT PROJECTS					
REVENUES					
Intergovernmental	-	-	-	60,000	60,000
Miscellaneous Revenues	-	280	-	-	-
Transfers In	101,000	40,000	55,000	97,500	152,500
TOTAL REVENUES	101,000	40,280	55,000	157,500	212,500
EXPENDITURES					
Services and Supplies	5,497	500	-	-	-
Capital Assets / Equipment	79,594	119,253	258,500	169,500	428,000
TOTAL EXPENDITURES	85,091	119,753	258,500	169,500	428,000
NET COST	(15,909)	79,473	203,500	12,000	215,500
ACCUMULATED CAPITAL OUTLAY					
REVENUES					
Intergovernmental	-	-	-	-	-
Transfers In	100,386	-	-	-	-
TOTAL REVENUES	100,386	-	-	-	-
EXPENDITURES					
Transfers Out	139,791	100,386	150,000	-	150,000
TOTAL EXPENDITURES	139,791	100,386	150,000	-	150,000
NET COST	39,405	100,386	150,000	-	150,000
CRIMINAL JUSTICE FACILITY					
REVENUES					
Intergovernmental	-	-	25,000,000	-	25,000,000
Miscellaneous Revenues	-	-	440,000	-	440,000
Other Financing Sources	-	-	810,000	-	810,000
Transfers In	-	-	300,000	-	300,000
TOTAL REVENUES	-	-	26,550,000	-	26,550,000
EXPENDITURES					
Capital Assets / Equipment	5,526	-	26,909,863	-	26,909,863
Other Charges	-	-	-	-	-
TOTAL EXPENDITURES	5,526	-	26,909,863	-	26,909,863
NET COST	5,526	-	359,863	-	359,863
MONO COUNTY CIVIC CENTER PROJECT					
REVENUES					
Revenue from Use of Money and Property	231,757	(13,779)	210,000	-	210,000
Other Financing Sources	22,206,117	-	-	-	-
Transfers In	-	65,000	65,000	500,000	565,000
TOTAL REVENUES	22,437,874	51,221	275,000	500,000	775,000
EXPENDITURES					
Services and Supplies	24,758	114,540	356,000	100,000	456,000
Capital Assets / Equipment	5,343,315	8,252,882	18,260,139	400,000	18,660,139
Other Charges	587,791	1,200	944,975	-	944,975
Transfers Out	-	-	50,000	-	50,000
TOTAL EXPENDITURES	5,955,864	8,368,622	19,611,114	500,000	20,111,114
NET COST	(16,482,010)	8,317,401	19,336,114	-	19,336,114
SUMMARY FOR CAPITAL PROJECTS					
REVENUES	22,639,260	91,501	26,880,000	657,500	27,537,500
EXPENDITURES	6,186,271	8,588,761	46,929,477	669,500	47,598,977
NET COST	(16,452,988)	8,497,260	20,049,477	12,000	20,061,477

Community Service Areas

Community Service Areas

	FY 2019-2020 Proposed Mid-Year Budget			Net Mid-Year Budget Increase (Decrease)
	Revenues	Expenditures	Net Cost	
Community Service Area #1 (Crowley)	\$ 175,500	\$ 174,594	\$ (906)	\$ 32,500
Community Service Area #2 (Benton)	18,238	44,300	26,062	-
Community Service Area #5 (Bridgeport)	51,420	483,000	431,580	-
Community Service Area - County Wide	120,250	64,400	(55,850)	-
	<u>\$ 365,408</u>	<u>\$ 766,294</u>	<u>\$ 400,886</u>	<u>\$ 32,500</u>

COMMUNITY SERVICE AREAS

Description	FY 2018-19	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20
	Actuals	YTD	Amended Budget	Mid-Year Budget Request	Proposed Mid-Year Budget
COMMUNITY SERVICE AREA #1 (CROWLEY)					
REVENUES					
Revenue from Use of Money and Property	6,943	3,377	3,000	-	3,000
Charges for Current Services	169,159	114,541	167,400	-	167,400
Miscellaneous Revenues	4,900	6,397	5,100	-	5,100
TOTAL REVENUES	181,003	124,314	175,500	-	175,500
EXPENDITURES					
Salaries & Wages	7,975	5,650	24,000	-	24,000
Employee Benefits	929	526	4,069	-	4,069
Services and Supplies	31,332	9,712	109,025	(50,000)	59,025
Capital Assets / Equipment	-	-	-	-	-
Transfers Out	-	-	-	50,000	50,000
Contingency	-	-	5,000	32,500	37,500
TOTAL EXPENDITURES	40,237	15,888	142,094	32,500	174,594
NET COST	(140,766)	(108,426)	(33,406)	32,500	(906)
COMMUNITY SERVICE AREA #2 (BENTON)					
REVENUES					
Revenue from Use of Money and Property	4,637	1,383	1,000	-	1,000
Charges for Current Services	16,041	764	17,238	-	17,238
TOTAL REVENUES	20,678	2,147	18,238	-	18,238
EXPENDITURES					
Services and Supplies	10,616	3,821	44,300	-	44,300
TOTAL EXPENDITURES	10,616	3,821	44,300	-	44,300
NET COST	(10,062)	1,674	26,062	-	26,062
COMMUNITY SERVICE AREA #5 (BRIDGEPORT)					
REVENUES					
Revenue from Use of Money and Property	13,903	4,145	4,500	-	4,500
Charges for Current Services	52,385	35,776	46,920	-	46,920
Miscellaneous Revenues	4,847	5,332	-	-	-
TOTAL REVENUES	71,135	45,253	51,420	-	51,420
EXPENDITURES					
Services and Supplies	8,329	10,835	105,000	(10,000)	95,000
Capital Assets / Equipment	-	108,861	333,000	-	333,000
Transfers Out	-	45,000	45,000	10,000	55,000
Contingency	-	-	-	-	-
TOTAL EXPENDITURES	8,329	164,696	483,000	-	483,000
NET COST	(62,806)	119,443	431,580	-	431,580
COMMUNITY SERVICE AREA - COUNTYWIDE					
REVENUES					
Revenue from Use of Money and Property	18,070	5,435	9,305	-	9,305
Charges for Current Services	134,252	82,402	110,945	-	110,945
Miscellaneous Revenues	1,757	-	-	-	-
TOTAL REVENUES	154,078	87,836	120,250	-	120,250
EXPENDITURES					
Services and Supplies	59,570	1,026	64,400	-	64,400
Transfer out	17,726	-	-	-	-
TOTAL EXPENDITURES	77,296	1,026	64,400	-	64,400
NET COST	(76,782)	(86,810)	(55,850)	-	(55,850)
SUMMARY FOR CAPITAL PROJECTS					
REVENUES	426,894	259,551	365,408	-	365,408
EXPENDITURES	136,477	185,432	733,794	32,500	766,294
NET COST	(290,417)	(74,119)	368,386	32,500	400,886

MID-YEAR BUDGET REVIEW

FISCAL YEAR 2019 - 2020

MID-YEAR BUDGET AGENDA

1. Review Department Mid-Year Requests
2. Discuss status of GF Contingency Balance
3. Adopt or Amend Mid-Year Budget Requests

DEPARTMENTS

Mid-Year Budget Requests

NON-GENERAL FUND DEPARTMENTS CORE OPERATIONS	REVENUE	EXPENSE	NET Surplus (Deficit)	JUSTIFICATION
Behavioral Health	\$73,000	\$682,581	\$(609,581)	NEW AND EXPANDED PROGRAMS ADJUSTMENTS BASED ON ACTUALS
Community Dev	20,000	20,000	--	ANTICIPATED SB2 GRANT
District Attorney	--	5,500	(5,500)	INCREASE HS SCHOLARSHIPS USE FORFEITURE FUNDS
Tech Refresh	180,000	37,506	142,494	FINANCE PY PHONE SYSTEM PURCHASE AND ANNUAL PAYMENTS
Motor Pool	--	16,000	(16,000)	TIRE REPLACEMENTS - SHERIFF
Probation	10,000	(18,850)	28,850	ADD TO REENTRY CONTRACT REMOVE OPIATE COORDINATOR

NON-GENERAL FUND DEPARTMENTS CORE OPERATIONS	REVENUE	EXPENSE	NET Surplus (Deficit)	JUSTIFICATION
Public Health	249,230	159,837	89,393	NEW GRANTS AND PY REVENUES ADJUST A-87 TO ACTUAL ADJUSTMENTS BASED ON ACTUALS
Social Services	127,805	138,238	(10,433)	ADJUST GRANTS TO ACTUAL SENIOR CENTER FOOD NEEDS ADJUST A-87 TO ACTUAL ADJUSTMENTS BASED ON ACTUALS
Solid Waste	130,000	145,985	(15,985)	ADJUST REVENUES TO ACTUAL CONTRACTOR CHIPPING POINT OF SALE SOFTWARE
Roads	100,000	(134,508)	234,508	ADJ OT, REPAIRS, SUPPLIES, FUEL – WINTER RELATED EFFECTS GF SUBSIDY TO BALANCE BUDGET
Sheriff	92,434	92,434	--	INCLUDE MATT GRANT ADJ HSGP TO ACTUAL
TOTAL	\$982,469	\$1,144,723	\$(162,254)	

NON-GENERAL FUND NON- DEPARTMENTAL	REVENUE	EXPENSE	NET Surplus (Deficit)	JUSTIFICATION
Certified Access Training Program	\$5,321	\$5,000	\$321	TRAINING
Public Safety Power Shutdown	153,512	153,512	--	INCORPORATE GRANT AND PROPOSED SPENDING
Affordable Housing	448,634	73,502	375,132	INCORPORATE GRANT AWARD FUND HOUSING COORDINATOR INCLUDE 1 ST YEAR PROGRAM SERVICES
TOTAL	\$607,467	\$232,014	\$375,453	

AFFORDABLE HOUSING

Amended Budget, if approved

GRANT	\$448,634
GF CONTRIBUTION	200,000
CARRYOVER BALANCE	200,745
TOTAL RESOURCES	\$849,379
HOUSING COORDINATOR (hire April 1)	50,496
HOUSING SUPPORTIVE PROGRAMS	11,503
HOUSING PROJECTS	11,503
TOTAL SPENDING	73,502
AVAILABLE TO ROLL FORWARD	\$775,877

CAPITAL IMPROVEMENT FUND - Added Projects

PROJECT	FUNDING SOURCE	BUDGET REQUEST
DA Security Improvements (increase)	Forfeiture funds	\$2,000
BP Courthouse parking lot	Fines	60,000
Crowley Lake CC Improvements	CSA 1	82,500
BP Emergency signs	CSA 5	10,000
BP Banner	CSA 5	5,000
Hess Park Historical House Relocation	Carryover balance	5,000
Solar Pavilion Car Charger	Carryover balance	5,000
TOTAL APPROPRIATIONS REQUEST		\$164,500

NEW REVENUE	
Fines	\$60,000
CSA 1	82,500
CSA 5	10,000
Asset Forfeiture	5,000
TOTALS	\$157,500

CIVIC CENTER – SPENDING REQUESTS

DESCRIPTION	FUNDING SOURCE	BUDGET REQUEST
Temporary move costs Furniture consultant GF/PH furniture	Stabilization	\$500,000
Social Services – furniture,	Realignment	100,000
Social Services – relocate CIV computer	Realignment	30,000
BHS – furniture	Realignment AOD grant MHSA	150,000
Computer network and WiFi <i>(budgeted in Tech Refresh ISF)</i>	Stabilization	55,000
TOTAL APPROPRIATIONS REQUEST		\$835,000

NEW REVENUE	
Stabilization	\$555,000
DSS Realignment	130,000
BHS Realignment	100,000
MHSA	50,000
TOTALS	\$835,000

GENERAL FUND OPERATING DEPARTMENTS	REVENUE	EXPENSE	NET Surplus (Deficit)	JUSTIFICATION
CAO	--	\$(113,783)	\$113,783	MOVE HOUSING COORD.
Finance	--	20,000	(20,000)	PAYOUT VAC & SL (resignation)
IT – Radio	(52,787)	(52,787)	--	MOVE EMPG REGIONAL DISPATCH STUDY
Clerk-Recorder	--	28,664	(28,664)	PAYOUT VAC & SL (retirement)
CDD	117,260	116,680	580	INCREASED PERMIT APPLICATIONS
District Attorney	5,500	5,500	--	ADDITIONAL SCHOLARSHIP USE FORFEITURE FUNDS

GENERAL FUND OPERATING DEPARTMENTS	REVENUE	EXPENSE	NET Surplus (Deficit)	JUSTIFICATION
Sheriff – Patrol	124,583	124,583	--	APPROVED IDR RESOLUTION EXPLORER PROGRAM
Sheriff – Boating	(278)	(2,665)	2,387	ADJ GRANT TO ACTUAL
Emergency Operations	127,790	127,790	--	INCLUDE EMPG
Public Works	10,000	9,000	1,000	STAFFING CHANGES
Facilities	--	10,000	(10,000)	JANITORIAL SUPPLIES
Insurance Corrections	--	10,379	(10,379)	CORRECT ERRORS
TOTAL	\$332,068	\$283,361	\$48,707	

GENERAL FUND NON-OPERATING	REVENUE	EXPENSE	NET Surplus (Deficit)	JUSTIFICATION
Veterans Affairs	--	\$5,624	\$(5,624)	ADJUSTMENTS BASED ON ACTUALS
Ag Commissioner	13,361	58,498	(45,137)	ADJUSTMENTS BASED ON ACTUALS
Court MOE	--	6,675	(6,675)	AUDIT DEFICIENCY (INTEREST)
Elections <i>(fund from carryover balance)</i>	--	113,755	(113,755)	USE PY GRANT TO PAYOFF TREASURY LOAN BALANCE
GF Contributions/Transfers				
Finance Phone System <i>(fund from carryover bal)</i>	--	180,000	(180,000)	FINANCE PY PURCHASE OF PHONE SYSTEM
Road Fund subsidy	--	100,000	(100,000)	SUBSIDY TO ROAD FUND TO LEGALLY BALANCE ITS BUDGET
ESCOG Contribution	--	6,300	(6,300)	ESCOG CONTRIBUTION
TOTAL	\$13,361	\$470,851	\$(457,490)	

Status of GF Contingency

Balance available = \$344,124

Department	Requested
Ag Commissioner	(45,137)
CAO	113,783
CDD	580
Clerk	(28,664)
Court MOE	(6,675)
Facilities	(10,000)
Finance	(20,000)
GF Contribution	(106,300)
Public Works	1,000
Boat Enforcement	2,387
Veterans Affairs	(5,624)
Insurance	(10,379)
CONTINGENCY – ENDING BALANCE	\$229,095

Approve
as Requested,
as Recommended, or
as Amended,
the
Mid-Year Budget Adjustment



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Finance

TIME REQUIRED 15 minutes (5 minutes presentation;
10 minutes discussion) **PERSONS APPEARING BEFORE THE BOARD** Janet Dutcher

SUBJECT FY 2020-2021 Budget Calendar

AGENDA DESCRIPTION:

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

Report and discussion regarding the budget calendar for adoption of the County's FY 2020-2021 final budget

RECOMMENDED ACTION:

Receive budget calendar outlining sequence of events culminating in the adoption of the County's FY 2020-2021 final budget; discuss and reach consensus about critical dates.

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
<input type="checkbox"/> Staff report - FY2020-21 budget calendar
<input type="checkbox"/> 2020-2021 Budget Calendar - summary of key dates

History

Time	Who	Approval
1/24/2020 8:26 AM	County Administrative Office	Yes
1/23/2020 8:47 AM	County Counsel	Yes

1/27/2020 11:43 AM

Finance

Yes



DEPARTMENT OF FINANCE

AUDITOR-CONTROLLER

COUNTY OF MONO

Vacant
Assistant Finance Director
Auditor-Controller

Janet Dutcher, CPA, CGFM, MPA
Director of Finance

P.O. Box 556
Bridgeport, California 93517
(760) 932-5490
Fax (760) 932-5491

Date: February 4, 2020

To: Honorable Board of Supervisors

From: Janet Dutcher, Finance Director
Steve Barwick, County Administrative Officer

Subject: FY 2020-2021 Budget Calendar

Action Requested:

Receive budget calendar outlining the sequence of events culminating in the adoption of the County's FY 2020-2021 final budget. Discuss and reach consensus on critical dates.

Discussion:

Each year, the CAO and Finance Director collaborate to develop a comprehensive budget calendar that specifies when to complete budget tasks and identifies time-lines. The budget calendar communicates when budget tasks, events, and decisions will occur, giving stakeholders and participants an opportunity to plan and participate in the process.

The purpose of this item is to present to your Board the proposed budget calendar for the fiscal year 2020-2021. We highlight some of this year's significant activities below.

- We designed this year's budget calendar of activities to continue our fiscal resilience goal of adopting a structurally balanced operating budget and a one-time spending plan using estimated carryover, both by July 21, 2020. One compelling reason for delaying budget adoption into July, 21 days after the start of the fiscal year, is to allow the development of more precise revenue estimates at the end of June.
- The process of incorporating one-time spending requests will commence immediately using a conservative estimate of carryover balance. The Capital Improvement Plan (CIP) will occur early in the process and greatly inform decisions about one-time spending.
- We designed a standing agenda item to update your Board each month as the budget process progresses. Each month's topics are anticipated to include the following:
 - Feb 18: discuss rate development results
 - Mar 10: update about economics, revenue estimates

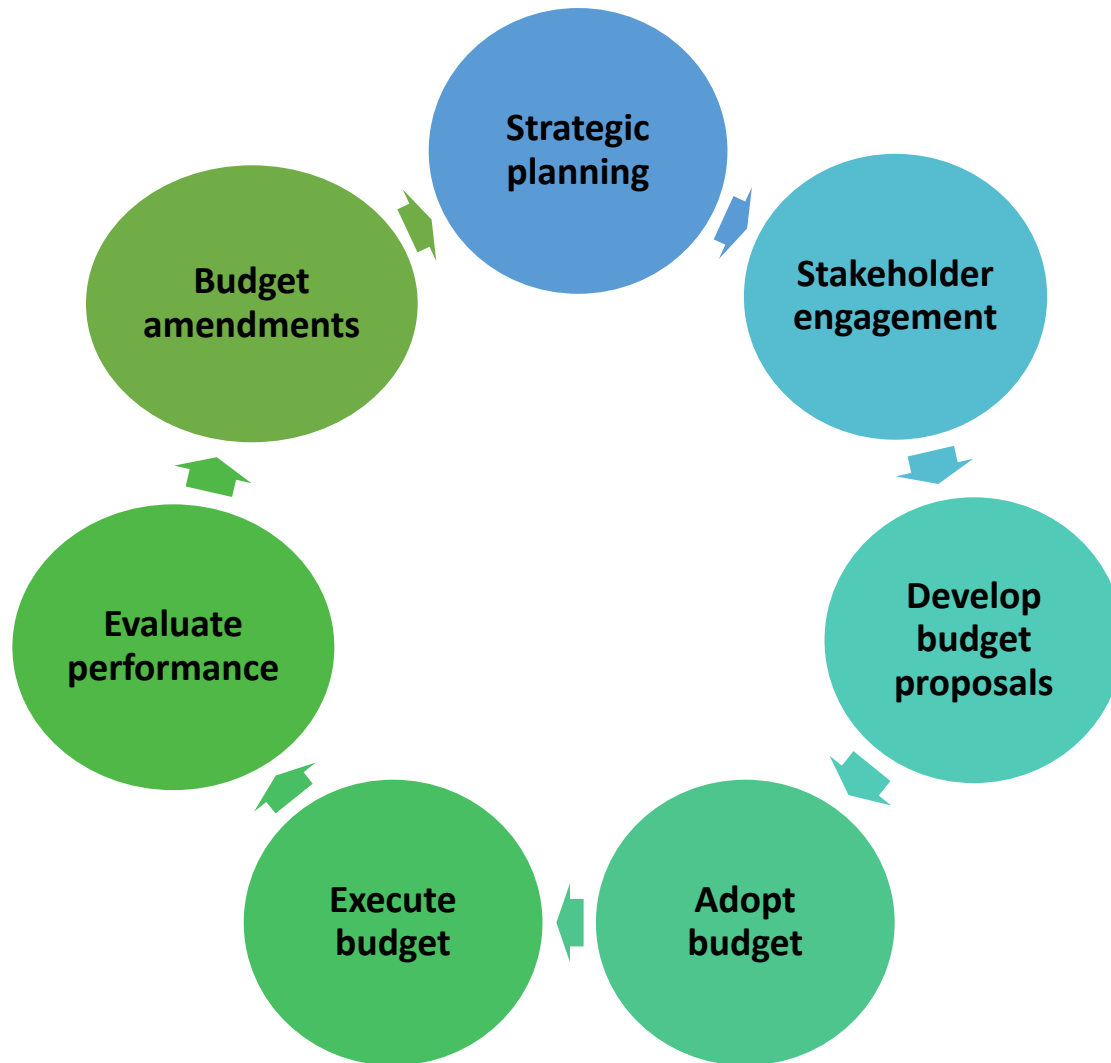
- Apr 7: base budget development, structural status of GF deficit and range of options to balance the budget
 - May 12: dept proposals, results of one on one meetings
 - Jun 16: budget workshop format, schedule and content
 - Jul 14: present recommended budget
- The budget workshop is planned for the end of June. Based on feedback from Board members, two days of workshop are recommended with each day limited to 6 hours each. These are the dates proposed:
 - Monday, June 15
 - Thursday, June 18
 - The public hearing and budget workshop is planned for the third Tuesday of July (21st) in Mammoth.

Fiscal Impact: None.

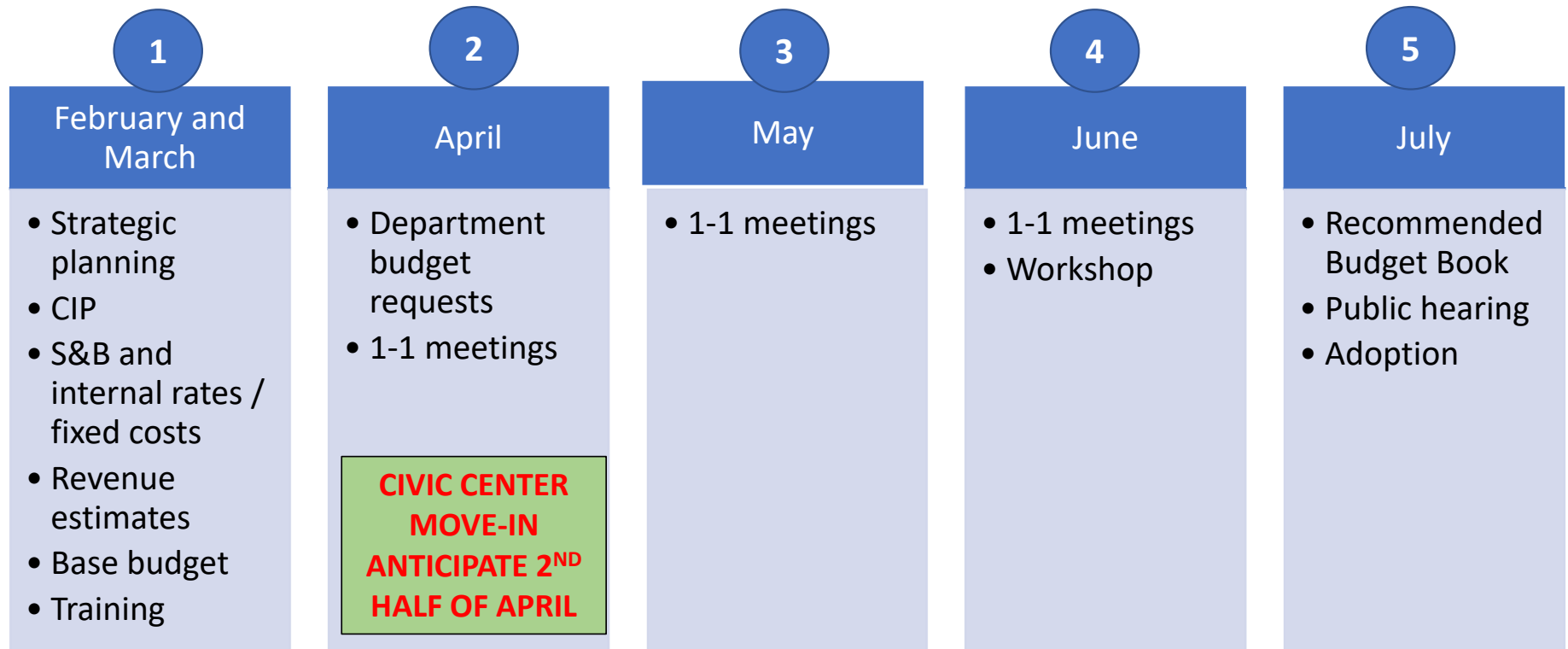
BUDGET CALENDAR

*Fiscal Year 2020-2021
Development Cycle*

BUDGET CYCLE



BUDGET DEVELOPMENT TIMELINE



FEBRUARY and MARCH 2020 KEY DATES

- Finance
 - Estimate salary & benefits
 - Internal rates
 - Estimate GF discretionary revenues
- CAO & Finance
 - Develop target base budget
Net cost allocation to GF Depts
 - Budget instructions
- Board update *Feb 18, Mar 10*
- Strategic planning
- Capital improvement planning
- Budget system goes live *Mar 30*

APRIL and MAY 2020 KEY DATES

- Kick-off (*tentative April 1*)
 - Departments, Fiscal staff
 - Training
- Departments
 - Develop and propose budgets
 - By *April 17*
- CAO, Finance & Departments meetings
- Board update *April 7, May 12*
- Prepare budget workshop materials

JUNE 2020 KEY DATES

- Finalize budget workshop materials *June 12*
- Board update *June 16*
- Adopt roll-over budget as temporary budget *June 16*
- Budget workshop (6 hours each day)
 - Monday, June 15
 - Thursday, June 18
- Finalize revenue estimates (*end of June*)

JULY 2020 KEY DATES

- Finalize budget changes and revisions
- Publish Recommended Budget Book and notice of public hearing **July 10**
- CAO and Finance present the recommended budget to the Board and the Public **July 14**
- **July 21** Board Meeting
 - Public Hearing
 - Budget Adoption



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Board of Supervisors

TIME REQUIRED 5 minutes

**PERSONS
APPEARING
BEFORE THE
BOARD**

SUBJECT Letter of Support for Eastern Sierra
Climate and Communities Resilience
Project

AGENDA DESCRIPTION:

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

The Plumas Corporation's Eastern Sierra Climate and Communities Resilience Project (ESCCRP) encompasses an approximately 55,000-acre planning area of Inyo National Forest lands surrounding the Town of Mammoth Lakes in Mono County. The project is design to return Inyo National Forest lands to fire-adapted, climate-resilient forests.

RECOMMENDED ACTION:

Approve letter of support for Plumas Corporation's application to the Sierra Nevada Conservancy (SNC) for the Eastern Sierra Climate and Communities Resilience Project.

FISCAL IMPACT:

None.

CONTACT NAME: Scheereen Dedman

PHONE/EMAIL: 5538 / sdedman@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Letter
<input type="checkbox"/> Grant Application
<input type="checkbox"/> Plumas Corporation Information

History

Time

Who

Approval

1/29/2020 3:31 PM	County Administrative Office	Yes
1/28/2020 10:49 AM	County Counsel	Yes
1/30/2020 12:16 PM	Finance	Yes



Jennifer Kreitz ~ 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

Governing Board Chair Terence O'Brien
Sierra Nevada Conservancy
11521 Blocker Drive, Suite 205
Auburn, CA 95603

RE: Support for the *Eastern Sierra Climate and Communities Resilience Project*

Dear Chair O'Brien,

On behalf of the Mono County Board of Supervisors, I'm writing to express support for Plumas Corporation's *Eastern Sierra Climate and Communities Resilience Project* With Directed Grant Program funds from the Sierra Nevada Conservancy, The *Eastern Sierra Climate and Communities Resilience Project* will secure initial funding for key leadership roles for the Inyo National Forest and strategic collaborative partners to begin planning for forest health and community protection initiatives on 55,000 acres of National Forest lands in Mono County surrounding the Town of Mammoth Lakes. The project will initiate planning efforts to address long overdue forest health concerns in and around the community at an effective scale.

Escalating severity of fire seasons in California have clearly demonstrated the need for proactive forest health treatments in and around at-risk communities across the State. While loss to community infrastructure would be absolutely devastating, equally at risk in the Eastern Sierra are the valuable view-sheds that attract millions of annual visitors and support our regional economy. The project will work to mitigate risk to the local community and its recreation-based economy from the imminent risk of high severity wildfire, while also restoring forests, wildlife habitat and the watershed to a healthier state.

Ancillary benefits of the project will be to catalyze parallel planning efforts toward Sustainable Recreation and Fire and Fuels Capacity programs in the region and emphasize education of policy makers, partners and the public to better understand forest health needs and valuable ecosystem services at risk. The Project will work to build stakeholder support to work to implement the National Cohesive Wildland Fire Management Strategy (2014), a plan aimed to "Promote resilient landscapes, build fire adapted communities and provide for safe and effective wildfire response."

Mono County appreciates the Sierra Nevada Conservancy's support and consideration of funding for this project that is vital to the health and well-being of Mono County.

Sincerely,

Stacy Corless
Chair, Mono County Board of Supervisors



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



Date	January 3, 2020
Program	<input type="checkbox"/> Proposition 84 – Remainder Funds <input checked="" type="checkbox"/> Proposition 68 – Resilient Communities <input type="checkbox"/> Proposition 68 – Vibrant Recreation and Tourism <input type="checkbox"/> Timber Regulation and Forest Restoration Fund <input type="checkbox"/> Other: Description: Click here to enter text.
Project Title	Mammoth Lakes Resilient Community and Forests Project
Applicant	Plumas Corporation
Applicant Authorized Representative Name Phone Email	Jim Wilcox (530) 283-3729 jim@plumascorporation.org
Applicant Day-to-Day Contact Name Phone Email	Janet Hatfield (760) 914-3131 janet@plumascorporation.org
Subregion(s)	Eastern Sierra
County(ies)	Mono
SNC Representative	Matt Driscoll
Funding Amount Requested	\$339,533.78



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



Project Summary & Location

Summarize the project, including purpose, acreage (if applicable), and detailed location information. From this narrative, a reader should easily understand what the project is and where it is located.

The *Eastern Sierra Climate and Communities Resilience Project* (ESCCRP), herein referred to as “The Project”, encompasses an approximately 55,000-acre planning area of Inyo National Forest lands surrounding the Town of Mammoth Lakes in Mono County, California. The project is designed to return Inyo National Forest (INF) lands surrounding Mammoth Lakes to fire adapted, climate resilient forests, within their natural range of variation, which provide for safe and effective fire response. Resilient forest landscapes greatly reduce the likelihood of catastrophic fire, prepare us for future changes in climate, and empower communities to coexist with natural processes into the future.

Surrounded by decadent Red Fir and the world’s largest Jeffrey Pine forest (USFS, 2019), the forests adjacent to Mammoth Lakes have long been deprived of ecological restoration by fire. Consequently, continually accumulating fuel loads have resulted in dangerous and unnaturally overstocked forest stands primed to support high severity wildfire. The rugged terrain of the Sierra’s eastern escarpment influences local weather patterns, adding slope and wind complexities that work in tandem to increase the probability of calamitous fires at current forest stocking levels.

Economic impacts from a conflagration in the Mammoth Lakes vicinity would have long lasting adverse economic repercussions, as Mammoth Lakes serves as the recreation hub and key economic driver of the region.

Background & Need

Concisely describe the background and need for project.

The Inyo National Forest is the most visited National Forest in California, attracting an estimated 4 million visitors annually (USFS, 2019). Nearly half the forest is located within Mono County, which hosts approximately half those forest visitors each year (1.7M). A large portion of those visitors (500,000+) rely on services provided in the County’s only incorporated town, Mammoth Lakes. In 2018, consumer spending in Mono County was estimated at \$601 million, up 63% from 2008 (Schlau, 2019), demonstrating the economic impact of a growing regional recreation tourism industry.

Over the past few decades, it has become evident that there is an imperative need to increase the pace and scale of vegetation management across public lands. However, shifting budgets of federal resources toward fire suppression in conjunction with budget reductions have curtailed the ability of Federal agencies to respond effectively to the need for preventative



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



treatments. In response to these limitations, numerous partners within the Eastern Sierra have come forward to provide support and assistance to INF staff to address capacity deficits. Within the past three years, in great part due to these collaborative efforts, the Inyo National Forest and its' partners have increased the fuels reduction acreage treated by five times. Even so, critical vegetation management needs remain when compared to natural capital, infrastructure and livelihoods at risk.

This Project would provide vital seed funding to begin planning efforts for a collaborative effort to join the national collective effort of implementing the National Cohesive Wildland Fire Management Strategy, to promote Resilient Landscapes, build fire adapted communities, and provide for safe and effective wildfire response (USDA, DOI, 2014).

The Project would focus on achieving vegetation management goals and facilitate recreation planning efforts surrounding Mammoth Lakes as directed by the INF's new Land Management Plan (2019) at a meaningful scale. This important effort would work to promote forest and ecosystem health by returning forest stand densities to within their historic natural range of variation. The reduction of hazardous fuel loads would build resilience to inevitable future fires, protect and enhance ecosystem service benefits, augment and safeguard recreation opportunities and allow emergency responders safer tactical options when working to protect values at risk in and around Mammoth Lakes.

Under current and predicted climatic conditions and forest stocking densities, a decision of no action risks devastating consequences from large scale high severity fire and jeopardizes the economic viability of the region.

Project Description

Describe what the project will accomplish and how it will be accomplished. Include specific information about the project, such as tangible deliverables, expected outcomes, comparing existing vs. expected conditions, etc. Identify long-term benefits that will result from this project.

The Project would foster stakeholder involvement and build support for a landscape scale planning effort that would result in forest fuels reduction efforts at a scale commensurate with values at risk, and in alignment with National, State, and Regional planning efforts. As envisioned, the Project would help preserve the environmental and economic health of the region, and serve as a proof-of-concept to address critical fuels work needed while solving for institutional capacity shortages in the Eastern Sierra.

The preplanning funds would directly address Inyo National Forest staffing shortages within the vegetation management program to facilitate a fuels planning effort at this scale. The added support funding for Forest Service staff, assemblage of complimentary partners, and support funding would catapult the planning effort and help build momentum through stakeholder participation.



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



Achievable outcomes from awarded funds would work to collaboratively refine project extent, articulate proposed actions and collaborate with concurrent regional SNC planning investments (RFFCP, ESSRP) already underway in the region. The final outcome from these planning funds would be the completion of collaboratively agreed upon proposed actions and a request for proposals for NEPA assistance to conduct needed environmental surveys and analysis for the project.

The preplanning work would prove as an essential first step toward identifying any political, technical and financial challenges to undertaking this landscape-scale work. This product will equip the community with the knowledge and support necessary to prepare a competitive proposal to launch the more comprehensive planning effort required for a project of this scope and scale.

Key tasks and deliverables of the Project are briefly described below.

- 1) Convene Stakeholders:** Solidify the coalition of stakeholders to serve as the primary group for the planning project. This coalition will work with concurrent regional planning efforts to promote sustainable recreation planning, (Eastern Sierra Sustainable Recreation Partnership-ESSRP) and, address local capacity needs for forestry fuels and fire efforts through Regional Forest and Fuels Capacity Programs (RFFCP). From this group a Steering Committee will be identified to help guide the planning process and facilitate stakeholder meetings.

Deliverable: Stakeholder attendance records from planning meetings.

- 2) Staff Support to INF Veg Management Team:** Provide critical funding to support a vegetation management team staff position to assure USFS representation is achievable due to increased workload with a planning effort of this scale.

Deliverable: Supplemental Project Agreement with INF to compliment Plumas Corporation's Regional Master Stewardship Agreement.

- 3) Define Project Goals & Objectives:** Clearly articulate goals and objectives to ensure project remains on a clear and direct path to success.

Deliverable: Goals and Objectives Document

- 4) Perform Needs Assessment:** Identify focal areas, tasks, data, partners and leadership roles needed to accomplish goals and objectives of the project.

Deliverable: Report summarizing clearly articulated project needs as identified by the Stakeholder group.

- 5) Assemble Topical Focused Ad Hoc Teams:** Convene specialized Ad Hoc teams, as identified by an initial needs assessment, to address regional needs as well as project opportunities and challenges. Ad Hoc teams may include but are not limited to; biomass utilization, education



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



and outreach, marketing, sustainable funding, interdisciplinary collaboration, research and monitoring, and project planning and operations.

Deliverable: Ad Hoc team member lists to accompany Planning Organizational Chart.

- 6) Refine Project Extent:** Evaluate existing planning documents in the project area and implement analytical tools to fine tune project boundaries to include/exclude areas found to improve the efficacy of the project. This would include evaluating private inholdings for inclusion in the project treatment area.

Deliverable: Revised project boundary shapefile and maps.

- 7) Inform Full Planning Needs for Project Success:** Develop Budget, Schedule and Work plans for each of the Ad Hoc focal teams. These documents collectively inform the complete planning proposal needs for the first available opportunity to secure full funding to accomplish the planning effort for the Project. Work plans also provide clearly laid out tasks and analytical tools needed to accomplish goals and objectives at a topical level. Work plans will be presented and vetted with the larger stakeholder group to improve a comprehensive understanding of the project by stakeholders.

Deliverable: Workplans, Budgets and Schedules for each Ad Hoc team.

- 8) Draft Proposed Actions:** Lead by the project operations team, draft well-vetted proposed actions to inform environmental document needs for review and approval by the broader stakeholder group. Identify additional analysis needs in order to present logical and data driven proposed actions and to aid in public education.

Deliverable: Proposed Actions Document from USFS

- 9) Draft RFP for Environmental Document:** Using proposed actions, complete RFP for circulation for next phase of planning. The RFP will include definition of evaluation criteria from which a contract will be awarded.

Deliverable: RFP Document

- 10) Collaboration:** Work with parallel planning efforts (RFFCP, ESSRP, Biomass Utilization Team) to leverage financial resources, lessons learned, and identify opportunities and challenges as we move through the planning process.

- 11) Host Planning Meetings:** Work with Steering Committee to facilitate planning meetings at a reasonable pace to ensure momentum is harnessed and work is documented and completed in a timely manner.

Deliverable: *Meeting Notes and Agendas*



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



Project Partners

Describe other partners involved in the project. Describe who was engaged in project planning and who will be responsible for implementation. Highlight local agencies, citizen groups, or tribal organizations engaged with the project. Identify if other partners are contributing in-kind or financial resources to the project.

Awarded funds would be used to catalyze a coalition of partners to guide the planning process, bring added expertise and local knowledge to the table, and ensure the planning opportunity maximizes community benefit as well as probability of success. Collaborative planning efforts allow for an interdisciplinary approach to resource management issues, ensuring the best possible outcome.

In recognition of the impact of a landscape scale planning project in this iconic area, preliminary meetings with the key partners (See ESCCRP Stakeholder supplemental document for list of key partners) have introduced the project concept and sought assurance that collaboration will be a top priority if funding is secured. This funding would work to fortify public, private and partner interest and will highlight current capacity and education needs of the region. Plumas Corporation will work alongside the concurrent RFFCP and ESSRP efforts to build and broaden the coalition needed to successfully complete a project at this scale and solve the unmet capacity shortages in the region.

Because of the unique water management issues of the Eastern Sierra Nevada, and the sole reliance of the local economy on recreation revenue, the project affords an unparalleled opportunity to engage major downstream beneficiaries water utilities (LADWP, So. Cal Edison). In addition to the watershed providing significant water exports to Los Angeles, the Town of Mammoth Lakes relies on surface water from Mammoth Creek for an average of 63% of its water supply, making environmental stewardship of Mammoth Creek a top local priority. In addition, Alterra Mountain Company (MMSA Owner), and other public/private corporate partnerships will be a focus of early stakeholder development. The inclusion of these water suppliers and corporate entities would aid in strengthening the effort and securing critical match funding for the project.



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



SNC and Funding Source Priorities

Describe how the project supports the SNC Strategic and Action Plans, as well as the goals and priorities of the funding source. Include reference to specific sections of the Plans or funding guidance.

A main reason cited for people visiting Mono County, and specifically Mammoth Lakes, is the unparalleled scenic beauty of alpine snowcapped peaks, crystal blue lakes, clear rivers and streams, and vast desert vistas. Focal recreational activities are first and foremost hiking (57%) and fishing (40%), mainly in the summer months, followed by a wide variety of snow sports in the winter season. Photography, camping, rock climbing, boating and off-highway-vehicle recreation also scored notable marks for bringing visitors to the Eastern Sierra during all times of year (Schur, 2019). Significant visitation is also a factor of geography as the Hwy 395 Corridor is the principal route between Death Valley and Yosemite National Parks.

Vibrant Recreation and Tourism

Recreation is the primary economic driver in the Eastern Sierra Nevada. According to the 2019 Mono County Visitor & Economic Impact Report, recreation visitation brought \$601 million in spending to the County last year, up 63% since 2008 (Schur, 2019). Southern California contributes the majority of this 1.7 million annual visitors. Robust recreation and tourism departments are part of local governments. In addition, several regionally based non-profits have germinated and risen to fill the growing recreation demands.

Mammoth Lakes provides the bulk of visitor services to tourists visiting from outside the area, with numerous hotels, restaurants, campgrounds, resorts, trails, events and interpretive centers to accommodate visitor needs. Smoke impacts from fires have demonstrated temporary depressions to the local economy due to negative response by recreationists. However, a catastrophic fire event could halt recreation vitality by blemishing currently pristine view sheds and inflicting loss of community infrastructure, delivering a damaging blow with lasting impacts on local economies.

Healthy Watersheds and Forests

The project directly supports the SNC's Strategic Plan in addressing watershed health in forests at a landscape scale surrounding the vacation destination Town of Mammoth Lakes. Though this project, fuel treatments planning will occur in six of the HUC 12 watersheds in the Mammoth Lakes vicinity, including headwaters of the Owens and Middle Fork San Juan rivers, both which serve as critical water sources to major metropolitan areas in the State. The proactive planning of fuels work in these watersheds will work synergistically to protect the natural capital (ecosystem services), on which the community depends for its local livelihoods.

Residents and downstream users alike rely on healthy forests and clean and abundant water supplies. By decreasing the probability of catastrophic high severity fire through restoration of forest health, forest stands will return back to the natural range of variability; able to withstand low to moderate intensity fires with little to no negative impacts. As a result of these treatments, these forests become healthier, more vigorous, and more resilient to pest and pathogen outbreaks fostered by stressors like drought and climate change.

Mechanical treatments proposed will also pave the way for complimentary usage of prescribe fire to further restore balance and resilience to local forests and work as a long term management strategy for forest health into the future. The INF is currently working toward a forest-wide prescribed fire NEPA in mixed conifer to allow for use of natural and planned ignitions to treat fuels in more cost productive



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manner.

Reduced forest densities will promote increased water availability for uptake by remaining trees resulting in larger tree diameters over time. Better spaced, large diameter trees work to increase carbon sequestration, and reduce probability of irreversible stochastic black carbon emission events from high severity mega fires.

The current forest conditions surrounding Mammoth Lakes leave few options for fire emergency personnel to protect values at risk without risking human lives. These uncharacteristically dense forests, coupled with prevailing winds, topographic derived frontal winds, and thunderstorm downdrafts leave Mammoth virtually indefensible in many common weather scenarios. Revisiting the Rainbow Fire that ignited August 20, 1992 six miles southwest of Devils Postpile National Monument, and consumed 6,000 acres in the first 24 hours, provides a sobering reminder of the realities of over-stocked forests combined with terrain and weather in the local area.

The Rainbow Fire aftermath resulted in large areas of high severity fire, stunting tree regeneration and changing the forest architecture dramatically; leaving moonscapes and whitethorn brush fields where beautiful, yet unbalanced, forests once stood. If the Rainbow Fire footprint were moved a few miles east, the impacts to Mono County would still sting. Fortunately, the Rainbow Fire serves as a warning of the risks we accept if no action is taken.

This project aims to take a strong step in the right direction to remedy our past mistakes, and work to proactively avoid future catastrophic fire scenarios to preserve local economic vitality.

Resilient Sierra Nevada Communities

The Project works to protect valuable natural capital which is the sole basis for economic sustenance in the region. By working to restore forest landscapes to a more resilient state, we can insure Mammoth Lakes will be positioned to better adapt to increased climate variability. This adaptation will allow forests to thrive with inevitable and repeated visitation by fire while maintaining the forest's aesthetic value to locals and visitors alike.

The proposed Project provides a tangible example to work alongside concurrent planning and capacity building efforts with both the Eastern Sierra Sustainable Recreation Partnership (ESSRP) as well as the Regional Forest and Fuels Capacity Programs (RFFCP) already underway in the region. The project ensures residents and millions of annual visitors will have a place to recreate in the natural beauty of the Eastern Sierra, supporting the economic vitality of the region.

Impactful Regional Identity

The Project offers a unique opportunity to build Urban-Rural alliances while working to protect shared natural capital, and lead the way with 21st Century forest management practices. The rural Eastern Sierra Nevada currently provides Los Angeles with an estimated 36% of its water supply (USC, 2019), down from previous decades as water imports from other sources increase and environmental regulations revolving around export from the region hold firm. The Eastern Sierra Nevada region's long and colorful history revolving around contentious water issues with Los Angeles is well known. In more modern times, the "us against them" mentality has been slowly waning with the ultimate realization that complex resource challenges can only be met with collaborative solutions.

We are optimistic that a project of this scale will invite the opportunity to reform our regional identity from an adversarial one with Los Angeles to a progressive and cooperative partnership that benefits us all as Californians. Beyond the major Southern California utilities, the opportunity lies latent to engage numerous other downstream water users and policy makers who benefit from water quality and security as well as a steady stream of recreationists who are passionate about the Eastern Sierra.



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



Project Schedule

Complete the chart below. Please include all tasks and deliverables, including SNC reporting requirements.

Task	Project Tasks & Deliverables	Timeline
1	Execute Contracts	June 2020
2	Convene Collaborative Stakeholder Group	July 2020
3	Define Project Goals & Objectives	September 2020
4	Needs Assessment	November 2020
5	Assemble Ad Hoc Focal Groups	December 2020
6	Refine Project Extent	January 2021
7	Ad Hoc Teams Draft: Budget, Schedule, Workplans	March 2021
8	Draft Proposed Actions	August 2021
9	Draft RFP for Environmental Document	December 2021
10	Collaborate with Parallel Planning Efforts	Continuous
11	Coordinated Stakeholder Meetings	Continuous
	Estimated Project Completion Date:	December, 2021



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



Project Costs

Complete the charts below.

Administrative Costs must not exceed 15% of Direct Project costs, or an alternate limitation imposed by the program and funding source.

For Additional Project Costs, include in-kind or funding from sources **other** than SNC used within the scope and timeline of the project described here.

Direct Project Costs	SNC Funding
Personnel-Plumas Corp	\$126,925.00
USFS Direct Staff Support	\$143,210.30
Sub-Contracts	\$23,075.00
Travel	\$6,098.00
Materials & Supplies	\$2,500.00
Total Direct Project Costs	\$301,807.80
Administrative Cost	\$37,725.98
TOTAL SNC REQUEST	\$339,533.78



Sierra Nevada Watershed Improvement Program DIRECTED GRANT PROGRAMS PROPOSAL



Resolution or Authorization to Apply

Applicants are required to provide a copy of documentation authorizing them to apply for grant funding to the Sierra Nevada Conservancy (SNC). A project-specific governing board resolution is required for nonprofit organizations, tribes, and local government agencies. However, if the organization's governing board has delegated authority to a specific officer to act on behalf of that organization, the officer may, in lieu of a resolution, submit a letter of authorization along with documentation of delegated authority. The documentation of delegated authority must include the language granting such authority and the date of the delegation. Follow these links for sample resolutions for [nonprofit organizations](#) and [local government agencies](#).

In the space below, briefly describe the authorization to apply, if it has been authorized or is scheduled for future consideration, and include documentation with proposal submission.

A signed Plumas Corporation board resolution is included in supplemental information of this proposal.

Supplemental Information

Please provide any documents that will enhance the project information including maps (topo, ownership, or site), landowner support, evidence of community support, etc. Additional information may be requested by SNC staff.

List additional documentation included in the space below.

-
- Plumas Corp. Board Resolution
 - Stakeholder List w/ Org Chart
 - Maps
 - References

Established in 1985, Plumas Corporation, a small non-profit based in Quincy, CA, has worked tirelessly over recent decades to promote the benefits of good land stewardship through education and restoration activities that result in healthy forests, resilient watersheds, and prosperous communities.

Over the years the Sierra Nevada Conservancy has worked as a key partner to help us realize our mission by funding numerous watershed restoration projects. Collectively over the last decade our partnership has resulted in 2,000 critical acres of forest fuel reduction, 5 acres of bank stabilization and fish passage, and a watershed stewardship and education project focused in Plumas County.

Plumas-SNC Project Summary

Program	Project Title	Project Year	Project Outcome (acres restored, etc)	Project Funding Total	SNC's Role
Watershed	Integrated Greenhorn Creek Restoration Project	2013-2016	4.7 acres bank stabilization; 2 acres of fish passage/stream bed stabilization	\$370,756 grant \$11,457 match \$382,213 Total	Funder
Watershed	Feather River Watershed Stewardship and Education Project	2009-2013	Several outcomes involving watershed education and stewardship with local schools and communities in Plumas County.	\$99,544 grant \$177,841 match \$277,385 Total	Funder
Fire Safe	Wolf and Grizzly Creek Municipal Watershed Protection	2016-2019	521.8 acres treated (forest fuel reduction)	\$465,500 grant	Funder
Fire Safe	Bucks Lake Project	2017-2019	480.9 acres treated (forest fuel reduction)	\$464,025 grant	Funder
Fire Safe	Butterfly Twain Fuels and Forest Health Project	2019-2021	454.9 acres to be treated (forest fuel reduction)	\$500,000 grant	Funder
Fire Safe	Little Grass Valley Reservoir Watershed Protection	2019-2021	480 acres to be treated (forest fuel reduction)	\$500,000 grant	Funder



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Human Resources

TIME REQUIRED 5 minutes

PERSONS APPEARING BEFORE THE BOARD Dave Butters

SUBJECT Contract for Public Defender Services - Brad Braaten

AGENDA DESCRIPTION:

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

Proposed contract with Brad Braaten pertaining to the provision of Public Defender services in Mono County commencing March 16, 2020.

RECOMMENDED ACTION:

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

FISCAL IMPACT:

This cost from March 16, 2020 through October of 2020 is \$118,180. From November 2020 through October 2021, the cost is \$174,780, and from October 2021 through December 2021, the cost is \$29,712.60. The full year cost is approximately \$17,000 less per year than the existing contract.

CONTACT NAME: Stacey Simon or Dave Butters

PHONE/EMAIL: x1704 / ssimon@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
Staff Report
Contract

History

Time

Who

Approval

1/30/2020 2:54 PM	County Administrative Office	Yes
1/29/2020 5:41 PM	County Counsel	Yes
1/30/2020 3:46 PM	Finance	Yes



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

Steve Barwick
County Administrative Officer

Dave Butters
Human Resources Director

To: Board of Supervisors

From: Dave Butters, Human Resources Director

Date: February 4, 2020

Re: Contract with Brad Braaten for Public Defender Services

Recommended Action

Approve contract with Brad Braaten to provide public defender services in Mono County

Strategic Plan Focus Area(s) Met

Improve Public Safety & Health: Keep people from going back to jail by reducing future offenses. Provide quality representational services.

Improve County Operations: Improve operational efficiency and increase customer service and transparency.

Fiscal Impact

This cost of this contract from March 16, 2020 through October of 2020 is \$118,180. From November 2020 through October 2021, the cost is \$174,780, and from October 2021 through December 2021, the cost is \$29,712.60. The full year cost is approximately \$17,000 less per year than the existing contract.

Discussion

For more than a decade, the County contracted with three independent attorneys, Gerald Mohun, Randall Gephardt, and David Hammon to provide the bulk of public defender services for Mono County. Those contracts were set to expire March 31, 2020. However, in the Summer of 2018, both Gerald Mohun and Randall Gephardt announced intentions to move in other directions. Mr. Mohun was elected Superior Court judge for Mono County and Mr. Gephardt retired and moved out of the area.

Accordingly, in the Fall of 2018, the County issued a Request for Proposals (RFP) seeking proposals from attorneys interested in providing public defense services. Sophie Bidet, Esq., and Jeremy Ibrahim of the law firm Liebersbach, Carney and Reed, were the successful proposers and contracts were entered into with both.

Mr. Hammon's contract expires on March 31, 2020, and in November of 2019, the County issued a second RFP seeking a third attorney to fill the rather large shoes to be left by Mr. Hammon. Brad Braaten, currently a Deputy District Attorney for the County, was the successful proposer. If the Board approves Mr. Braaten's contract, he would commence work under the contract on March 16, 2020, in order to allow for some overlap between him and Mr. Hammon.

Because Mr. Braaten comes from the District Attorney's office, there are many current cases on which he cannot work due to conflicts of interest. In recognition of this circumstance. This situation will resolve itself as new cases are filed.

**CONTRACT BETWEEN COUNTY OF MONO,
BRAD BRAATEN
FOR THE PROVISION OF INDIGENT DEFENSE SERVICES**

The County of Mono, a political subdivision of the State of California, referred to as “the COUNTY,” and Brad Braaten, as an individual and/or any Limited Liability Partnership (LLP) which he may subsequently create for the purpose of providing services pursuant to this Contract, collectively, referred to hereafter as “the CONTRACTOR,” agree to the provisions of indigent defense services as outlined below for the period March 16, 2020 through December 31, 2021. The COUNTY and the CONTRACTOR are sometimes referred to herein collectively as “the parties.”

RECITALS

- The COUNTY has a constitutionally mandated responsibility to provide indigent defense services.
- The COUNTY desires to have and agrees to pay for legal services performed for eligible persons entitled to public representation in Mono County by the CONTRACTOR, as authorized by law.
- The CONTRACTOR agrees to provide competent representation of clients as required by the controlling standards and rules of professional conduct.
- The COUNTY and the CONTRACTOR agree that any and all funds provided pursuant to this Contract are provided for the sole purpose of provision of legal services, including the cost of administrative services, to eligible clients of the CONTRACTOR.

TERMS AND CONDITIONS

The parties AGREE as follows:

I. DURATION OF CONTRACT

This Contract shall commence on March 16, 2020 and terminate on December 31, 2021, unless extended or terminated earlier in a manner allowed by this Contract. The COUNTY may, in its sole discretion, extend the term of this Contract for an additional period of up to five years by providing notice to CONTRACTOR at least 180 days prior to the date of termination.

II. DEFINITIONS

The following definitions control the interpretation of this Contract:

A. Eligible Client:

Eligible client means a person who is or has been determined by the Superior Court of the State of California in and for the County of Mono (hereinafter “the Court”) to be entitled to a court-appointed attorney, pursuant to relevant state statute, court rule, and constitutional provision, and who is one of the following:

1. All persons whom the Court has deemed indigent and who are charged with the commission of a misdemeanor or felony triable in any court in the County.

2. All minors charged with a violation of Welfare and Institutions Code Section 601 or 602.
3. All persons the Court has deemed indigent, and for whom a petition for the appointment of an LPS conservator has been filed.
4. All persons the Court has deemed indigent seeking writs or appeals to the Superior Court in the type of cases described in this contract.
5. All persons the Court has deemed indigent and who are charged with a violation of misdemeanor probation.
6. All persons the Court has deemed indigent and who are charged with a violation of felony probation.
7. All persons the Court has deemed indigent and entitled to appointment of counsel in Welfare and Institutions Code Section 300 cases, and also any children who are the subject of such proceedings and who the Court has determined are entitled to appointed counsel. Note: under a separate Contract, the County currently receives compensation from the Courts for the provision of such legal services, and the County reserves the right to re-open and renegotiate the inclusion of such services in this Contract, and the compensation therefore, in the event that the courts ever refuse or cease to provide such compensation to the County.
8. All persons the Court has deemed indigent in probate or Lanterman-Petris Short Act (LPS Act) conservatorships and in which the Court appoints counsel.
9. All persons the Court has deemed indigent and subject to extradition.
10. All persons the Court has deemed indigent and subject to contempt.

B. Disposition:

Disposition in criminal cases shall mean and/or include:

1. The dismissal of charges;
2. The entering of an order of deferred prosecution;
3. An order or result requiring a new trial;
4. Imposition of sentence;
5. Deferral of any of the above coupled with any other hearing on that case number, including but not limited to felony or misdemeanor probation review;
6. A restitution hearing ordered at the time of original disposition.
7. The filing of a notice of appeal, if applicable.

Disposition in other cases shall mean:

In Welfare and Institutions Code Section 300 juvenile cases, termination of the proceedings; in Section 601 or 602 cases, disposition, unless there is an order for removal; or an order following a disposition hearing; in revocation of probation, a dismissal, or imposition of sentence; in all other cases, an adjudication in the trial court which constitutes a final order or judgment, unless reversed on appeal.

- C. Representational Services: The services for which the COUNTY is to pay the CONTRACTOR are representational services, including but not limited to interviews of clients and potential witnesses, legal research, preparation and filing of pleadings, negotiations with the appropriate prosecutor or other attorneys and court regarding possible dispositions, and preparation for and appearance at all court proceedings.

- D. Investigative Services: The services described in section IV.B.
- E. Other Litigation Expenses: Other Litigation Expenses shall mean those expenses which are not part of the contract with the CONTRACTOR, expert witness services, language translators, laboratory analysis, and other forensic services. It is anticipated that payment for such expenses will be applied for in the appropriate courts by motion and granted out of separate funds reserved for that purpose. Payment for mitigation specialists in Capital cases is included in this category.
- G. Misappropriation of Funds: Misappropriation of funds is the appropriation of funds received pursuant to this Contract for purposes other than those sanctioned by this Contract. The term shall include the disbursement of funds for which prior approval is required but is not obtained.

III. INDEPENDENT CONTRACTOR

The CONTRACTOR is, for all purposes arising out of this Contract, an independent CONTRACTOR, and neither the CONTRACTOR nor his or her employees shall be deemed employees of the County. The CONTRACTOR shall complete the requirements of this Contract according to the CONTRACTOR'S own means and methods of work, which shall be in the exclusive charge and control of the CONTRACTOR and which shall not be subject to control or supervision by the COUNTY, except as specified herein.

IV. SCOPE OF SERVICES.

- A. With other indigent defense counsel under direct contract to COUNTY, CONTRACTOR shall provide representational services to all eligible clients in Mono County trial court actions or proceedings.
- B. CONTRACTOR may utilize the services of a licensed private investigator ("INVESTIGATOR") under Business and Professions Code section 7520 and 7521, with whom the COUNTY has entered into a separate contract for services, or of any other INVESTIGATOR upon appointment by the Court in a particular case if the contracted INVESTIGATOR has a conflict or is unable to provide services due to licensing limitations (e.g., out of state license required). INVESTIGATOR services shall be used in the context of any of the representational services covered by this Contract, including but not limited to securing evidence to be used before the Courts of Mono County. INVESTIGATORS shall not perform services of a clerical or administrative nature and which do not require the services of a licensed private investigator, nor shall INVESTIGATORS be used for the purpose of serving subpoenas on witnesses or custodians of record. Notwithstanding the foregoing, an INVESTIGATOR may be used for the purpose of serving subpoenas on witnesses or custodians of record at no additional cost to the County and provided CONTRACTOR assumes the cost.

V. CONTRACTOR'S OFFICES, EMPLOYEES AND CONFLICT AVOIDANCE

- A. CONTRACTOR shall have physically separate offices from any other attorney under contract with COUNTY to provide indigent defense services. CONTRACTOR shall maintain an ethical and communications wall between CONTRACTOR and such attorney(s) about their respective cases, to maintain the confidences of clients, and to be sensitive to the need for separation between the offices.
- B. CONTRACTOR agrees not to accept compensation directly or indirectly from any source other than the COUNTY on cases assigned pursuant to this contract.
- C. CONTRACTOR shall maintain the right to have private clients outside of this Contract; provided, however, that they shall structure their private practices in such a way as to avoid any conflicts with representational services provided pursuant to this Contract.
- D. CONTRACTOR further agrees that it has no interest, and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with CONTRACTOR'S performance of the work and services under this Contract. Specifically, CONTRACTOR agrees not to engage in any private legal representations of any matter which would conflict or interfere with CONTRACTOR'S ability to represent clients under this Contract.
- E. CONTRACTOR agrees that it has secured or will secure at its own expense, all persons, employees, office space within Mono County and equipment required to perform the service contemplated/required under this Contract.

VI. MINIMUM QUALIFICATIONS FOR ATTORNEY PROVIDING INDIGENT DEFENSE SERVICES

- A. CONTRACTOR shall be licensed to practice law in California (i.e., shall be an active member of the California State Bar), shall have been a practicing attorney in all of the courts of the State for at least the year preceding the date of appointment, and shall be in full compliance with any applicable mandatory continuing legal education (MCLE) requirements. CONTRACTOR will maintain for inspection on its premises records of compliance with MCLE requirements.
- B. Prior to CONTRACTOR representing a defendant accused of a homicide, CONTRACTOR must have served at least five years as a prosecutor, a public defender, or assigned counsel within a formal assigned counsel plan that included training, or have demonstrably similar experience, and been trial counsel and handled a significant portion of the trial in at least two felony cases that have been submitted to a jury.
- C. Prior to representing a defendant accused of a serious felony as defined by Penal Code section 1192.7, or of a violent felony as defined by Penal Code section 667.5, other than a homicide, CONTRACTOR must have served at least three years as a prosecutor, a public defender, or assigned counsel within a formal assigned counsel

plan that included training, or have demonstrably similar experience, and been trial counsel and handled a significant portion of the trial in two felony cases, that have been submitted to a jury.

- D. CONTRACTOR representing a party in a juvenile case shall have the knowledge and experience in juvenile law as required by Welfare and Institutions Code section 317.6 and the standards established by the Judicial Council.
- E. CONTRACTOR shall have served at least three years as a prosecutor, a public defender, or assigned counsel within a formal assigned counsel plan that included training, or have demonstrably similar experience, and/or been sole trial counsel of record in twenty misdemeanor cases brought to final resolution, or been sole or co-trial counsel and handled a significant portion of the trial in two felony criminal cases that have been submitted to a jury alone or of record with other trial counsel.
- E. Failure on the part of the CONTRACTOR to have or obtain the appropriate amount of experience shall be considered a material breach of this Contract.

VII. PERFORMANCE REQUIREMENTS

- A. CONTRACTOR shall provide quality representational services to all eligible clients to whom the CONTRACTOR is appointed by the Court, consistent with any applicable rules of professional conduct and standards of care. Specifically, the following duties and responsibilities of CONTRACTOR as appointed by the Court shall be observed:
 - 1. Provide careful, factual and legal investigation.
 - 2. Take prompt action to protect client's legal rights.
 - 3. Make all necessary court appearances for motions, trials, adjudications, hearings, dispositions, and sentencing.
 - 4. Prepare for jury selections, examination of witnesses, submission of instructions, and presentation of argument at trial.
 - 5. Know and explore sentencing alternatives.
 - 6. Advise the client concerning appeals.
 - 7. Not accept more cases than can be competently handled.
 - 8. Not handle a legal matter which the CONTRACTOR know or should know that he is not competent to handle.
 - 9. Maintain client confidences.
 - 10. Keep the client informed.
 - 11. Comply with all standards of performance set by the Courts and rules in juvenile cases.
 - 12. Not accept a matter in which a conflict of interest exists of which he would be otherwise prohibited from accepting under the Rules of Professional Conduct of the State Bar.
- B. Except as provided herein, the CONTRACTOR shall maintain an office in Mono County and appropriate staff to adequately perform the work and services provided in this Contract and to address the needs of CONTRACTOR's clients. CONTRACTOR

will be timely available for all Court appearances, and meet all performance requirements of this Contract and of the Courts, and have available office space in Mono County for interviewing and consulting with clients.

- C. CONTRACTOR shall maintain adequate office space and hours during normal business hours for appointments with potential eligible clients who are not in custody. CONTRACTOR shall maintain published office addresses and phone numbers and telephone answering services or devices for the taking of telephone messages during non-business hours. CONTRACTOR shall make return calls within 24 hours of all calls from clients for which a message is left requesting a return call.
- D. In-custody eligible clients shall be interviewed within 72 hours, excluding weekends and holidays, of CONTRACTOR appointment. Out of custody eligible clients may make an appointment with CONTRACTOR who shall make available an appointment at an office in Mono County within five business days of CONTRACTOR appointment. In all cases, CONTRACTOR shall personally speak with the client prior to the date of the first court appearance following appointment by the Court.
- E. CONTRACTOR shall keep all courts informed of the status of pending cases to which he or she has been appointed and shall advise the courts at the earliest possible time as to whether cases will be settled or go to trial, whether continuances are needed, whether or when interpreters will be needed, and other such matters bearing on the scheduling of cases before the courts.
- F. CONTRACTOR shall adequately cover all courts within the County through which services are to be provided under this contract. "Adequately cover" means generally that the business of the court is not unreasonably delayed because of the absence of/or lack of preparation of the CONTRACTOR.
- G. In the event that Mr. Braaten is unable to appear for any matter to which he has been appointed, then he shall arrange for other counsel to appear on his behalf, at no cost to the COUNTY.

VIII. CONTRACTOR EVALUATION

In June of each year during the term of this Contract, and any extension thereof, commencing June 2021, the County Counsel, County Finance Director and County Administrative Officer shall meet with the CONTRACTOR and the Judges of the court to ensure that the performance standards set forth herein are being met. If upon said evaluations, the COUNTY determines that the CONTRACTOR is failing to provide competent legal services based upon the above standards or has engaged in conduct that, if CONTRACTOR were an employee of the County, would violate the Mono County Personnel System, the COUNTY may terminate this Contract upon 15 days' written notice to the CONTRACTOR and fees due shall be prorated as of the date of termination.

Before this Contract is terminated, the CONTRACTOR, upon request, shall have the opportunity for a public hearing before the County Board of Supervisors, to appear personally, and by counsel, and to produce evidence. If COUNTY determines to

terminate this Contract, the Board shall specify in writing its reasons for doing so, which reasons may not be arbitrary or capricious.

IX. COMPENSATION AND METHOD OF PAYMENT

- A. For services provided under this contract, COUNTY shall pay CONTRACTOR \$6,500 for the period of March 16 through March 31, 2020, \$13,000 for the period of April 1, 2020 through April 30, 2020 and \$14,280 per month up to and including October of 2020. This monthly amount shall be increased by two percent (2%), on November 1 of 2020 and November 1, 2021 . Payments shall be made in monthly installments of \$14,280 (through October 31, 2020), and \$14,565 (through October 31, 2021), within 5 days following the end of the month in which services are provided. In the event that this Contract is extended pursuant to Section I, annual increases shall continue to be 2%.
- B. The compensation payable under this section IX is the maximum amount which COUNTY must pay under this Contract, and the CONTRACTOR shall assume and pay all other expenses incurred in the performance of this Contract. The CONTRACTOR represents that CONTRACTOR is informed and has made its own independent investigation of the facts and circumstances surrounding the provision of public defense services in Mono County, including its own experience in providing such services and the issues involving the administration of this contract. The CONTRACTOR and COUNTY acknowledge that many factors outside the control of the parties can affect the ability of the CONTRACTOR to accurately project caseloads and work levels with certainty. Such factors as the length of time between arraignment and trial, local sentencing practices, and pleading negotiation practice are largely controlled by the courts and the prosecution. The parties recognize that during the term of this Contract, changes may occur in the operations of the County's criminal justice system which may cause additional expense to CONTRACTOR. Notwithstanding any such changes, the CONTRACTOR agrees to the compensation set forth in this Contract for services to be rendered.
- C. COUNTY shall receive all funds collected pursuant to Penal Code section 987.4, 987.6, and 987.8, Government Code section 27712, and any similar statute or Contract providing for reimbursement for the costs of legal services rendered under this Contract, and no portion of said funds inure for the benefit of CONTRACTOR or otherwise affect the amount specified to be paid to CONTRACTOR under this contract.
- D. Other litigation expenses, as defined in section II E, shall be paid by COUNTY upon CONTRACTOR submitting a county claim form, to which shall be attached an order of the Court fixing the expenses to be paid. Each claim shall include:
1. The name of the client and case number;
 2. The date and time the services were provided, in 10th hour increments;
 3. A description of the services provided on each date.

Any claim for which the above is not provided shall be deemed an insufficient claim.

- E. CONTRACTOR shall be solely responsible for providing and paying the cost of all utilities, photocopies, facsimiles, telephones, postage, office furniture, equipment, supplies, secretaries, clerks, staff attorneys, transportation, and other materials, services, and persons necessary to perform this Contract, except for the following: costs for expert witnesses, language translators, laboratory analysis, other forensic services, court reporter fees, filing fees, transcript fees, witness fees, and documents produced through discovery by the County in Welfare and Institutions Code section 300 cases and documents produced through discovery by the District Attorney in Criminal and Welfare and Institutions Code section 600 cases.
- F. COUNTY has no obligation to withhold any taxes or other payments from the sums paid CONTRACTOR by COUNTY pursuant to this Contract. Payment of taxes as required by law is the sole responsibility of CONTRACTOR.

X. REPORTS AND INSPECTIONS

- A. CONTRACTOR agrees to submit to the COUNTY the following reports at the times prescribed below. Failure to submit required reports may be considered a breach of this contract and may result in the COUNTY withholding payment until the required reports are submitted and/or until invocation of the Corrective Action procedures in Section XIV (Corrective Action.)
- B. CONTRACTOR shall provide the County Administrative Officer (CAO) a quarterly report of services rendered by CONTRACTOR during the previous calendar quarter. The report shall be submitted within ten working days after the end of said calendar quarter and shall include:
 - 1. The number of cases by type to which CONTRACTOR has been appointed during that quarter.
 - 2. The number of open cases distinguished between misdemeanor, felony, juvenile, and other types of cases.
 - 3. For each case closed, the type of case (felony, misdemeanor, etc.)
 - 4. Disposition of cases by the following categories: Pleas, trials, diversions, dismissals, and other.
 - 5. The number of cases in which CONTRACTOR has declared a conflict.
- C. Bar Complaints: CONTRACTOR shall immediately notify the COUNTY in writing if the CONTRACTOR becomes aware that a complaint lodged with the State Bar Association has resulted in the public or private reproof, suspension, or disbarment of any attorney providing services under this Contract. In the event of a report of a private reproof, COUNTY shall maintain confidentiality of said report to the extent permitted by law.
- D. Inspections: CONTRACTOR agrees to grant the COUNTY full access to materials necessary to verify compliance with all terms of this Contract. At any time, upon reasonable notice during business hours and as often as the COUNTY may reasonably deem necessary for the duration of the Contract and a period of five years

thereafter, the CONTRACTOR shall provide to the COUNTY right of access to its facilities, to audit information relating to the matters covered by this Contract. Information that may be subject to any privilege or rules of confidentiality should be maintained by the CONTRACTOR in a way that allows access by the COUNTY without breaching such confidentiality or privilege. The CONTRACTOR agrees to maintain this information in an accessible location and condition for a period of not less than five years following the termination of this Contract, unless the COUNTY agrees in writing to an earlier disposition. Notwithstanding any of the above provisions of this paragraph, none of the constitutional, statutory, and common law rights and privileges of any client are waived by this Contract. The COUNTY will respect the attorney-client privilege and attorney work-product privilege.

XI. ESTABLISHMENT AND MAINTENANCE OF RECORDS

- A. CONTRACTOR shall prepare and maintain records sufficient to enable COUNTY and the courts to determine the cost of representing each person represented by CONTRACTOR, and CONTRACTOR shall provide the court with the total time of each case upon disposition or upon request of the court or the COUNTY.
- B. Records shall be maintained for a period of five years after termination of this Contract unless permission to destroy them is granted by the COUNTY.

XII. HOLD HARMLESS AND INDEMNIFICATION

- A. The COUNTY assumes no responsibility for the payment of any compensation, wages, benefits, or taxes by the CONTRACTOR or its employees or others by reason of the Contract. CONTRACTOR shall protect, indemnify, and save harmless the COUNTY, its officers, agents, and employees from and against any and all claims, costs, and losses whatsoever, occurring or resulting from CONTRACTOR's failure to pay any compensation, wages, benefits or taxes except where such failure is due to the COUNTY'S wrongful withholding of funds due under this Contract.
- B. CONTRACTOR agrees that it is financially responsible and liable for and will repay the COUNTY for any material breaches of this contract including but not limited to misuse of Contract funds due to the negligence or intentional acts of the CONTRACTOR, its employees, representatives or agents.
- C. CONTRACTOR shall defend, indemnify, and hold harmless County, its agents, officers, and employees from and against all claims, damages, losses, judgments, liabilities, expenses, and other costs, including litigation costs and attorney's fees, arising out of, resulting from or in connection with, the performance of this Contract by CONTRACTOR, or its agents, officers, or employees. CONTRACTOR's obligation to defend, indemnify, and hold the County, its agents, officers, and employees harmless applies to any actual or alleged personal injury, death, damage or destruction to tangible or intangible property, including the loss of use. CONTRACTOR's obligation under this paragraph extends to any claim, damage, loss, liability, expense, or other costs that are caused in whole or in part by any act or omission of a CONTRACTOR, its agents,

employees, supplier, or anyone directly or indirectly employed by any of them, or anyone for whose acts or omissions any of them may be liable.

CONTRACTOR's obligation to defend, indemnify, and hold the County, its agents, officers, and employees harmless under the provisions of this paragraph is not limited to, or restricted by, any requirement in this Contract for CONTRACTOR ATTORNEY to procure and maintain a policy of insurance.

CONTRACTOR shall not claim, and/or do hereby knowingly and voluntarily waive, any right to defense or indemnification by COUNTY as a COUNTY employee or officer.

XIII. INSURANCE

Certificates of insurance and requested endorsements, for all stated insurances, shall be provided to the Mono County Risk Management at least ten (10) days prior to the start of services to be performed by the CONTRACTOR. The policy/policies shall maintain a provision prohibiting the cancellation or modification of said policy except upon thirty (30) days prior written notice to the County Risk Manager.

- A. General Liability. CONTRACTOR shall procure, and maintain during the entire term of this Contract, a policy of general liability insurance which covers all the work and services to be performed by CONTRACTOR under this Contract. Such insurance policy will have a per occurrence combined single limit coverage of not less than \$1,000,000.00. Such policy will not exclude or except from coverage any of the services and work required to be performed by CONTRACTOR under this Contract. The required policy of insurance will be issued by an insurer authorized to sell such insurance by the State of California, and having at least a "Best's" policyholder's rating of "A" or "A+." County will be named as "an additional named insured" on this policy. CONTRACTOR will provide the County a copy of the policy, a certificate of insurance, and an additional insured form showing the County as "an additional named insured". The certificate of insurance shall indicate that the policy will not be terminated, canceled, or modified without thirty (30) days written notice to the County Risk Manager.
- B. Business Vehicle. If CONTRACTOR, or any employee or agent thereof, utilizes a motor vehicle in performing any of the work or services identified in Attachment A (Scope of Work), the CONTRACTOR shall procure and maintain in force throughout the duration of this Contract, a business auto liability insurance policy with minimum coverage levels of \$300,000.00 per occurrence, combined single limit for bodily injury liability and property damage liability. The coverage shall include all CONTRACTOR-owned vehicles and all hired and non-owned vehicles used in performing under this Contract.
- C. Workers' Compensation. CONTRACTOR shall provide worker's compensation insurance coverage, in the legally required amount, for the CONTRACTOR's employees utilized in providing work and services pursuant to this Contract. By

executing a copy of this Contract CONTRACTOR acknowledges its obligations and responsibilities to its employees under the California Labor Code, and warrants that CONTRACTOR has complied with and will comply during the term of this Contract with all provisions of the California Labor Code with regard to its employees. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of County for all work performed by Contractor, its employees, agents, and subcontractors.

- D. Professional Liability Insurance. CONTRACTOR shall provide professional liability insurance in the amount of not less than one million dollars (\$1,000,000.00) each occurrence/one million (\$1,000,000.00) policy aggregate. Proof of such insurance shall be provided to County at least ten (10) days prior to the start of any work by CONTRACTOR.

If professional liability coverage is written on a claims-made form:

1. The "retro Date" must be shown, and must be before the date of the contract of the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract work.
3. If coverage is cancelled or non-renewed, and not replaced with another claims-made policy form with a "Retro Date" prior to the contract effective date, the CONTRACTOR must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

- E. Deductible and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared and approved by Mono County Risk Manager. If possible the Insurer shall reduce or eliminate such deductibles or self-insured retentions as respects to Mono County, its officials, officers, employees and volunteers; or the CONTRACTOR shall provide evidence satisfactory to Mono County Risk Manager guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

XIV. CORRECTIVE ACTION

If the CAO reasonably believes that a material breach of this Contract has occurred, warranting corrective action, the following sequential procedure shall apply:

1. The CAO will notify the CONTRACTOR in writing of the nature of the breach.
2. The CONTRACTOR shall respond in writing within five working days of receipt of such notification, which response shall present facts to show no breach exists or indicate the steps being taken to correct the specified deficiencies, and the proposed completion date for bringing the Contract into compliance.
3. The CAO will notify the CONTRACTOR in writing of the COUNTY'S determination as to the sufficiency of the CONTRACTOR'S corrective action plan. The determination of the sufficiency of the CONTRACTOR'S corrective

action plan will be at the discretion of the CAO and will take into consideration the reasonableness of the proposed corrective action in light of the alleged breach, as well as the magnitude of the deficiency in the context of the Contract as a whole. In the event the CONTRACTOR does not concur with the determination, the CONTRACTOR may request a review of the decision by the Board of Supervisors. COUNTY agrees that it shall work with the CONTRACTOR to implement an appropriate corrective action plan accepted by the CAO or, if review has been requested, by the Board of Supervisors.

In the event that CONTRACTOR under this Contract does not respond to the CAO's notification within the appropriate time, or the CONTRACTOR'S corrective action plan for a substantial breach is determined by the CAO, following review, by the Board of Supervisors to be insufficient, the COUNTY may commence termination of this Contract in whole or in part pursuant to Section XV (Termination and Suspension.)

In addition, the COUNTY reserves the right to withhold a portion of subsequent payments owed the CONTRACTOR which are directly related to the breach of the Contract until the COUNTY is satisfied that corrective action has been taken or completed as described in Section IX (Compensation and Method of Payment.)

XV. TERMINATION AND SUSPENSION

A. COUNTY may terminate this Contract in whole or in part upon 15 days written notice to the CONTRACTOR in the event that the CONTRACTOR under this contract:

1. Materially breaches any duty, obligation, or service required pursuant to this Contract;
2. Engages in misappropriation of funds or misconduct as described in the Mono County Personnel System; or
3. The duties, obligations, or services herein become illegal, or not feasible.

Before the COUNTY terminates this Contract pursuant to this Section XV, the COUNTY shall provide the CONTRACTOR written notice of termination, which shall include the reasons for termination and the effective date of termination. The CONTRACTOR shall have the opportunity to submit a written response to the COUNTY within ten working days from the date of the COUNTY'S notice. If the CONTRACTOR elects to submit a written response, the CAO will review the response and make a determination within ten days after receipt. In the event the CONTRACTOR does not concur with the determination of the CAO, the CONTRACTOR may request a review of the decision by the County Board of Supervisors. In the event the County Board of Supervisors reaffirms termination, the Contract shall terminate in ten days from the date of the final decision of the County Board of Supervisors. The Contract will remain in full force pending such termination. CONTRACTOR understands and agrees that any such decision shall be final and binding and shall not be appealable nor otherwise subject to judicial review of any kind.

- B. CONTRACTOR reserves the right to terminate this Contract with cause with 15 days written notice should the COUNTY materially breach any duty, obligation or service pursuant to this Contract. Prior to such termination, CONTRACTOR shall provide COUNTY with written notice of the alleged breach and COUNTY shall have 30 days in which to cure the breach. In the event that the CONTRACTOR terminates this Contract for reasons other than good cause resulting from a material breach of this Contract by the COUNTY, the CONTRACTOR shall be liable for damages, including the excess costs of the procurement of similar services from another source, unless it is determined by the CAO that (i) no default actually occurred, or (ii) the failure to perform was without the CONTRACTOR'S control, fault or negligence.
- C. COUNTY or CONTRACTOR may terminate this Contract at will and without cause by providing one hundred and eighty (180) days' written notice to the other party of the intent to terminate.
- D. Following termination or suspension of this Contract, the CONTRACTOR shall continue to represent clients that were previously assigned, at an hourly rate determined by the Courts, and the COUNTY will be liable for any payments owed for the completion of that work. The CONTRACTOR shall remit to the COUNTY any monies paid for cases not yet assigned or work not performed under the Contract. The CAO may request that the CONTRACTOR attempt to withdraw from any case assigned and not completed, and in that event, CONTRACTOR shall use best efforts to so withdraw. Should a court require, after the CONTRACTOR has attempted to withdraw, the appearance of counsel from the CONTRACTOR on behalf of any client previously represented by the CONTRACTOR where such representation is no longer the obligation of the CONTRACTOR pursuant to the terms of this Contract, the COUNTY will honor payment to the CONTRACTOR upon judicial verification that continued representation is required.
- F. In the event that termination is due to misappropriation of funds, non-performance of the scope of services, or fiscal mismanagement, the CONTRACTOR shall return to the COUNTY those funds, unexpended or misappropriated, which, at the time of termination, have been paid to the CONTRACTOR by the COUNTY.
- G. Otherwise, this Contract shall terminate on the date specified herein, and shall be subject to extension only by mutual Contract of both parties hereto in writing and as provided in Section I.
- H. The ability of the COUNTY to enter into this Contract is based upon available funding from various sources. In the event that such funding fails, is reduced, or is modified, from one or more sources or is not appropriated, at any time during the term of this Contract County has the option without incurring any penalty or breaching this Contract to terminate, reduce, or modify this Contract, or any of its terms within ten (10) days of notifying CONTRACTOR of the termination, reduction, or modification of available funding. Upon receipt of such notice, CONTRACTOR may at its option terminate this Contract without incurring any penalty or breaching the Contract.

XVI. FINANCIAL RESPONSIBILITY

The CONTRACTOR shall remain financially solvent during the term of this Contract. Voluntary or involuntary bankruptcy proceedings by the CONTRACTOR, when not released within ten days, shall constitute a material breach of this Contract. Bankruptcy by the CONTRACTOR under this contract shall constitute a ground for termination of the Contract.

XVII. ASSIGNMENT/SUBCONTRACTING

- A. The CONTRACTOR shall not assign or subcontract any portion of this Contract without consent of the COUNTY. Any consent sought must be requested by the CONTRACTOR in writing not less than ten days prior to the date of any proposed assignment or subcontract, provided that this provision shall not apply to special appearances made on behalf of the CONTRACTOR under this Contract while he or she is on vacation or otherwise unavailable for limited periods of time. Any individuals entering into subcontract (with written approval of COUNTY) shall meet all experience requirements imposed by this Contract. COUNTY shall be notified of any subcontracts which are renewed, extended or repeated at any time throughout the Contract. This provision is not intended to prohibit another attorney from making a special appearance on behalf of the CONTRACTOR under this contract.
- B. The term "Subcontract" as used above shall not be read to include the purchase of support services that do not directly relate to the delivery of legal services under the Contract to clients of the CONTRACTOR.
- C. Each subcontractor providing services under this Contract, prior to first providing such services, shall be required to sign a contract under which, at a minimum, the subcontractor agrees to comply with and be bound by the terms and conditions of this Contract. Such contract shall be in a form acceptable to the COUNTY. A fully executed copy of such contract shall be provided to the CAO before a subcontractor may begin to provide services under this Contract. The COUNTY shall have the right to interview all subcontractors before subcontractor may begin to provide services, and may reject any subcontractor which the COUNTY reasonably deems to be not qualified. Upon request of the CONTRACTOR, the COUNTY shall state in writing the reasons upon which it makes such determination, which may not be arbitrary or capricious.

XVIII. NOTICES

Whenever this Contract provides for notice to be provided by one party to another, such notice shall be in writing and addressed as follows, or to such updated address(es) as either party may provide to the other in writing:

If to CONTRACTOR:
Brad Braaten
3019A West Line Street
Bishop, CA 93514
braatenbrad@outlook.com

If to COUNTY:
County Administrative Officer
PO Box 696
Bridgeport, CA 93517
sbarwick@mono.ca.gov

With a copy to:
County Counsel
P.O. Box 2415
Mammoth Lakes, CA 93546
ssimon@mono.ca.gov

IXX. TRANSFER OF CASES UPON TERMINATION OF CONTRACT

Upon termination of this Contract, or upon expiration or pursuant to Section XV, CONTRACTOR shall cooperate fully with the COUNTY and with such persons as may be designated by COUNTY to succeed CONTRACTOR in order to effect the orderly transition of legal services from CONTRACTOR to his or her successor. The cooperation specified in this paragraph includes, but is not limited to, the releasing of such files, papers, and records in good order as may be required in order to carry out the provisions of this contract and any subsequent Contract with a successor CONTRACTOR and to ensure the continued adequate legal representation of persons eligible for services herein set forth.

XX. NONDISCRIMINATION

During the performance of this Contract, neither the CONTRACTOR nor any party subcontracting with the CONTRACTOR under the authority of this Contract shall discriminate on the basis of race, color, sex, religion, national origin, creed, marital status, age, sexual orientation, or the presence of any sensory, mental, or physical handicap in employment or application for employment or in the administration or delivery of services or any other benefit under this Contract, nor on any other basis prohibited by state or federal law in effect during this Contract.

The CONTRACTOR shall comply fully with all applicable federal, state, and local laws, ordinances, executive orders, and regulations which prohibit such discrimination.

XXI. CONFLICT OF INTEREST

No officer, employee, or agent of the COUNTY, or the State of California, or the United States Government, who exercises any functions or responsibility in connection with the planning and implementation of the program funded herein shall have any personal financial interest, direct or indirect, in this Contract, or CONTRACTOR. If required by state law or by the COUNTY's own conflict of interest code, CONTRACTOR shall comply with said laws and code, including but not limited to filing any required statement of economic interests.

XXII. MISCELLANEOUS PROVISIONS

The parties agree that this Contract is the complete expression of the terms hereto and any oral representations of understanding not incorporated herein are excluded. No other

representations, covenants, undertakings or other prior or contemporaneous agreement, oral or written, respecting such matters, which are not specifically incorporated herein, shall be deemed in any way to exist or bind any of the parties hereto. The parties, and each of them, further acknowledge that they have not executed this Contract in reliance on any such promise, representation or warranty.

Both parties recognize that time is of the essence in the performance of the provisions of this Contract.

Waiver of any default shall not be deemed to be a waiver of any subsequent default. Waiver of a breach of any provision of this Contract shall not be deemed to be a waiver of any other subsequent breach and shall not be construed to be a modification of the terms of this Contract unless stated to be such through written mutual agreement of the parties, which shall be attached to the original Contract.

This Contract shall be binding upon the parties and upon their heirs, administrators, representatives, executors, successors and assigns, and shall inure to the benefit of the parties and all related persons or entities, and each of them, and to their heirs, administrators, representatives, executors, successors and assigns.

The parties hereto, and each of them, acknowledge that this Contract is executed voluntarily by all of them, without duress or undue influence on the part or on behalf of any of them. The parties further acknowledge that they have been represented by counsel with respect to the negotiation and preparation of this settlement agreement or do hereby knowingly waive their right to do so, and that they are fully aware of the contents of this Contract and of its legal effect.

The parties have jointly participated in the preparation and drafting of this Contract. Thus, any ambiguity therein shall not be construed in favor of or against either party.

EXECUTION

IN WITNESS THEREOF, THE PARTIES HERETO HAVE SET THEIR HANDS THROUGH THEIR AUTHORIZED REPRESENTATIVES THIS ____ DAY OF _____, _____.

COUNTY OF MONO

CONTRACTOR

By: _____
Bob Gardner, Chair
Mono County Board of Supervisors

By: _____
Brad Braatan

Dated: _____

Dated: _____

Taxpayer's Identification or Social Security Number: _____

APPROVED AS TO FORM:

County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Human Resources

TIME REQUIRED 5 Minutes

PERSONS APPEARING BEFORE THE BOARD Dave Butters

SUBJECT Employment Agreement - Phillip West / Undersheriff

AGENDA DESCRIPTION:

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

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

RECOMMENDED ACTION:

Announce Fiscal Impact. Approve Resolution #R20-____, approving a contract with Phillip West as Undersheriff, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

FISCAL IMPACT:

Total cost of the Undersheriff position for remainder of Fiscal Year 19/20 is \$119,589, of which \$74,461 is salary and \$45,128 is benefits. Total cost for a full year is \$239,178 of which \$148,922 is salary and \$90,256 is benefits. This position was fully funded in the Fiscal Year 19/20 Budget.

CONTACT NAME: Dave Butters

PHONE/EMAIL: 760 932-5413 / dbutters@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Resolution - West
<input type="checkbox"/> Employment Agreement - West

History

Time	Who	Approval
1/27/2020 2:31 PM	County Administrative Office	Yes
1/27/2020 11:43 AM	County Counsel	Yes
1/30/2020 4:04 PM	Finance	Yes

MONO COUNTY
SHERIFF
A Commitment to Community Safety and Service



Ingrid Braun
Sheriff-Coroner

DATE: February 4, 2020
TO: The Honorable Board of Supervisors

Phillip West
Undersheriff

FROM: Ingrid Braun, Sheriff-Coroner

SUBJECT: Employment Agreement with Phillip West for the Position of Undersheriff

RECOMMENDED ACTION

Announce Fiscal Impact. Approve Resolution #R20- , approving a contract with Phillip West as Undersheriff, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

FINANCIAL IMPACT:

Total cost of the Undersheriff position for remainder of Fiscal Year 19/20 is \$119,589, of which \$74,461 is salary and \$45,128 is benefits. Total cost for a full year is \$239,179 of which \$148,922 is salary and \$90,256 is benefits. This position was fully funded in the Fiscal Year 19/20 Budget. Therefore, there is no financial impact.

DISCUSSION:

The Undersheriff position is an allocated and fully funded position in the Sheriff's Office. The Undersheriff is the second in command to the Sheriff and responsible for assisting in overseeing the overall operations of the Sheriff's Office. Phillip West has been a Sheriff's Lieutenant for seven years and has been the Acting Undersheriff for the past two years. With nearly 30 years of law enforcement experience, Phillip West is more than qualified to fill this vital role in the Sheriff's Office.

Should you have any questions regarding this item, please feel free to contact me.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "IB", written over a white background.

Ingrid Braun
Sheriff-Coroner



1
2
3 **RESOLUTION NO. R20-**

4 **A RESOLUTION OF THE MONO COUNTY**
5 **BOARD OF SUPERVISORS APPROVING**
6 **EMPLOYMENT AGREEMENT WITH PHILLIP WEST**
7 **AND PRESCRIBING THE COMPENSATION, APPOINTMENT,**
8 **AND CONDITIONS OF SAID EMPLOYMENT**

9 **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;

10 **NOW, THEREFORE, BE IT RESOLVED** by the Mono County Board of Supervisors
11 that the Agreement Regarding Employment of Phillip West, a copy of which is attached hereto as an
12 exhibit and incorporated herein by this reference as though fully set forth, is hereby approved and the
13 compensation, appointment, and other terms and conditions of employment set forth in that Agreement
14 are hereby prescribed and shall govern the employment of Phillip West. The Chair of the Board of
15 Supervisors shall execute said Agreement on behalf of the County.

16 **PASSED** and **ADOPTED** this 4th day of February 2020, by the following vote:

17 **AYES:**

18 **NOES:**

19 **ABSTAIN:**

20 **ABSENT:**

21
22 ATTEST: _____
23 Clerk of the Board

24 Stacy Corless, Chair
25 Board of Supervisors

26 APPROVED AS TO FORM:

27 _____
28 COUNTY COUNSEL

**EMPLOYMENT AGREEMENT
OF PHILLIP WEST
AS UNDERSHERIFF FOR MONO COUNTY**

This Agreement shall be deemed entered into as of January 1, 2020, by and between Phillip West and the County of Mono.

I. RECITALS

The County wishes to employ Phillip West as the Undersheriff on a full-time basis on the terms and conditions set forth in this Agreement. Undersheriff West wishes to accept continued employment with the County on said terms and conditions.

II. AGREEMENT

1. The term of this Agreement shall be January 1, 2020, until December 31, 2021, unless earlier terminated by either party in accordance with this Agreement. The County shall notify Undersheriff West in writing no later than June 30, 2021, whether it intends to negotiate a renewal of this Agreement. In the event the County fails to provide such notice, Undersheriff West shall notify the County in writing of its breach of this provision of the Agreement and County shall be allowed 30 days from the receipt of that notice to cure the breach. If County cures the breach and notifies Undersheriff West that it does not intend to negotiate a renewal of the Agreement, then this Agreement shall terminate six months after said notification and no additional compensation or damages shall be owing to Undersheriff West as a result of the cured breach. If County does not cure the breach, then the Agreement shall automatically renew for another three years on the same terms in effect at the time of renewal.
2. Commencing as of the date of this agreement or as of such later date as may be mutually agreed to by the County and Undersheriff West (hereinafter "Undersheriff West's start date"), Undersheriff West shall be employed by Mono County as the Undersheriff, serving at the will and pleasure of the Mono County Sheriff in accordance with the terms and conditions of this Agreement. Undersheriff West accepts such employment. The Sheriff shall be deemed the "appointing authority" for all purposes with respect to Undersheriff West's employment.
3. Undersheriff West's initial salary shall be \$148,922.55 per year. Mono County will pay Undersheriff West on a bi-weekly basis. Undersheriff West shall utilize direct deposit for his payroll checks. Undersheriff West shall receive a Cost of Living increase to his salary in the amount of three (3) percent, effective January 1, 2021. The County shall continue its participation in the California Public Employees' Retirement System ("CalPERS"). Undersheriff West shall receive the 3% @ 50 retirement formula, highest twelve (12) month average final compensation period, the Fourth Level of the 1959 Survivor's Benefit, Unused Sick Leave Option, and a two percent (2.0%) retirement Cost of Living Adjustment (COLA). Undersheriff West shall pay the entire twelve percent (12%) of the CalPERS employee's contribution on a pre-tax basis.
4. Undersheriff West shall continue to earn and accrue vacation and sick leave in accordance with the County's Management Benefits Policy and in accordance with any applicable County Code provisions not in conflict with said Policy. Also pursuant to said Policy, in recognition of the fact that his employment will be exempt from the payment of overtime or compensatory time-off

under the Fair Labor Standards Act, he shall be entitled to 80 hours of merit leave (aka administrative leave) during each year of service under this Agreement. Undersheriff West understands that said merit leave does not accrue from one calendar year to the next; rather, it must be used by December 31st of each calendar year in which it is provided or it is lost.

5. To the extent deemed appropriate by the Sheriff, the County shall pay the professional dues, subscriptions, and other educational expenses necessary for Undersheriff West's full participation in applicable professional associations, or for his continued professional growth and for the good of the County.
6. To the extent not inconsistent with the foregoing or any other provision of this Agreement, Undersheriff West shall be entitled to the same general benefits provided by the County to other management-level employees, as described more fully in the County's Management Benefits Policy. Such benefits include but are not limited to CalPERS medical insurance, County dental and vision coverage, and life insurance. Any and all references in this Agreement to the County's Management Benefits Policy shall mean the "Policy Regarding Benefits of Management-level Officers and Employees," amended most recently by Resolution R14-54 of the Mono County Board of Supervisors and as the same may be further amended from time to time and unilaterally implemented by the County.
7. Undersheriff West understands and agrees that his receipt of compensation or benefits of any kind under this Agreement or under any applicable County Code provision or policy – including but not limited to salary, insurance coverage, and paid holidays or leaves – is expressly contingent on his actual and regular rendering of personal services to the County or, in the event of any absence, upon his proper use of any accrued leave. Should Undersheriff West cease rendering such services during this Agreement and be absent from work without any accrued leave to cover said absence, then he shall cease earning or receiving any additional compensation or benefits until such time as he returns to work and resumes rendering personal services; provided, however, that the County shall provide any compensation or benefits mandated by state or federal law. Furthermore, should Undersheriff West's regular schedule ever be reduced to less than full-time employment, on a temporary or permanent basis, then all compensation and benefits provided by this Agreement or any applicable County policies shall be reduced on a pro-rata basis, except for those benefits that the County does not generally pro-rate for its other part-time employees.
8. Consistent with the "at will" nature of Undersheriff West's employment, at the Sheriff's sole discretion, the Sheriff may terminate Undersheriff West's employment at any time during this agreement, without cause. In that event, this Agreement shall automatically terminate concurrently with the effective date of the termination. Undersheriff West understands and acknowledges that as an "at will" employee, he does not have a property interest in his employment and will not have permanent status nor will his employment be governed by the Mono County Personnel System to the extent that System is ever modified to apply expressly to at-will employees. Nevertheless, the parties understand that Undersheriff West has rights under the Public Safety Officers Procedural Bill of Rights Act (California Government Code section 3300) and that such rights cannot be waived by Undersheriff West's entry into this Agreement. The County shall ensure that Undersheriff West receives such rights but the parties agree that the County is not required to provide Undersheriff West with any form or level of

administrative appeal procedures beyond those required by the Public Safety Officers Procedural Bill of Rights Act (California Government Code section 3300).

9. In the event that such a termination without cause, Undersheriff West shall receive as severance pay a lump sum equal to six months' salary or, to the extent that fewer than six full calendar months remain (as of that effective date) before this Agreement would have expired, Undersheriff West shall instead receive a lesser amount equal to any remaining salary payments he would have received before expiration of the Agreement had he not been terminated. Notwithstanding the foregoing, Undersheriff West shall receive severance pay equal to six months' salary in the event that termination occurs after the County has notified Undersheriff West that it intends to negotiate a renewal of this Agreement but before this Agreement expires. In no event shall the parties' failure or inability to arrive at mutually acceptable terms of a renewed agreement trigger the payment of severance pay. Note: for purposes of severance pay, "salary" refers only to base compensation.
10. Notwithstanding the foregoing, Undersheriff West shall not be entitled to any severance pay in the event that the Sheriff has grounds to discipline him on or about the time she gives him notice of termination. For purposes of this provision, grounds for discipline include but are not limited to those specified in Section 570 of the Mono County Personnel Rules, as the same may be amended from time to time. Undersheriff West shall also not be entitled to any severance pay in the event that he becomes unable to perform the essential functions of his position (with or without reasonable accommodations) and his employment is duly terminated for such non-disciplinary reasons.
11. If Undersheriff West is convicted of a crime involving abuse of office or position, Undersheriff West shall reimburse the County for any paid leave pending an investigation, legal criminal defense, or cash settlement related to termination by the County, pursuant to Government Code section 53243.
12. Undersheriff West may resign his employment with the County at any time. His resignation shall be deemed effective when tendered, and this agreement shall automatically terminate on that same date, unless otherwise mutually agreed to in writing by the parties. Undersheriff West shall not be entitled to any severance pay or additional compensation of any kind after the effective date of such resignation.
13. This Agreement and any materials incorporated by reference constitute the entire agreement of the parties with respect to the employment of Undersheriff West and shall supersede and replace any prior employment agreement between Undersheriff West and the County of Mono. Consistent with Undersheriff West's uninterrupted employment status, this Agreement shall have no effect on any sick leave or vacation time that Undersheriff West may have accrued as of the effective date of this Agreement nor on his original date of hire or total years of service as a County employee, to the extent the same may be relevant in determining such accruals or Undersheriff West's date of eligibility for or vesting of any non-salary benefits or for any other purpose.
14. The parties agree that the Board of Supervisors' approval of this Agreement on behalf of the County is a legislative act and that through this agreement, the Board of Supervisors is carrying out its responsibility and authority under Section 25300 of the Government Code to set the

terms and conditions of County employment. It is not the parties' intent to alter in any way the fundamental statutory (non-contractual) nature of Undersheriff West's employment with the County nor to give rise to any future contractual remedies for breach of this Agreement or of an implied covenant of good faith and fair dealing. Rather, the parties intend that Undersheriff West's sole remedy in response to any failure by the County to comply with this Agreement shall be traditional mandamus.

15. Undersheriff West acknowledges that this Agreement is executed voluntarily by him, without duress or undue influence on the part or on behalf of the County. Undersheriff West further acknowledges that he has participated in the negotiation and preparation of this Agreement and has had the opportunity to be represented by counsel with respect to such negotiation and preparation or does hereby knowingly waive his right to do so, and that he is fully aware of the contents of this Agreement and of its legal effect. Thus, any ambiguities in this Agreement shall not be resolved in favor of or against either party.

III. EXECUTION:

This Agreement shall be deemed executed as of January 1, 2020, regardless of when actually approved and signed by the parties.

PHILLIP WEST

THE COUNTY OF MONO

By: Stacy Corless, Chair Board of Supervisors

APPROVED AS TO FORM:

STACEY SIMON, County Counsel



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Human Resources

TIME REQUIRED 5 Minutes

PERSONS APPEARING BEFORE THE BOARD Dave Butters

SUBJECT Employment Agreement - Seth Clark
/ Sheriff's Lieutenant

AGENDA DESCRIPTION:

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

Proposed resolution approving a contract with Seth Clark as Sheriff's Lieutenant, and prescribing the compensation, appointment and conditions of said employment.

RECOMMENDED ACTION:

Announce Fiscal Impact. Approve Resolution #R20-____, approving a contract with Seth Clark as Sheriff's Lieutenant, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

FISCAL IMPACT:

Total cost of the Lieutenant position for remainder of Fiscal Year 19/20 is \$110,921, of which \$68,500 is salary and \$42,421 is benefits. Total cost for a full year is \$221,842, of which \$137,000 is salary and \$84,842 is benefits. This position was fully funded in the Fiscal Year 19/20 Budget.

CONTACT NAME: Dave Butters

PHONE/EMAIL: 760 932-5413 / dbutters@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Resolution - Seth Clark At-Will Contract
<input type="checkbox"/> Employment Agreement

History

Time	Who	Approval
1/27/2020 2:33 PM	County Administrative Office	Yes
1/27/2020 11:45 AM	County Counsel	Yes
1/30/2020 4:06 PM	Finance	Yes

MONO COUNTY
SHERIFF

A Commitment to Community Safety and Service



Ingrid Braun
Sheriff-Coroner

DATE: February 4, 2020
TO: The Honorable Board of Supervisors

Phillip West
Undersheriff

FROM: Ingrid Braun, Sheriff-Coroner

SUBJECT: Employment Agreement with Seth Clark for the Position of Lieutenant

RECOMMENDED ACTION

Announce Fiscal Impact. Approve Resolution #R20- , approving a contract with Seth Clark as Lieutenant, and prescribing the compensation, appointment and conditions of said employment. Authorize the Board Chair to execute said contract on behalf of the County.

FINANCIAL IMPACT:

Total cost of the Lieutenant position for remainder of Fiscal Year 19/20 is \$110,921, of which \$68,500 is salary and \$42,421 is benefits. Total cost for a full year is \$221,842 of which \$137,000 is salary and \$84,842 is benefits. This position was fully funded in the Fiscal Year 19/20 Budget. Therefore, there is no financial impact.

DISCUSSION:

The Lieutenant position is an allocated and fully funded position in the Sheriff's Office. The Lieutenant is responsible for assisting the Undersheriff in overseeing the overall operations of the Sheriff's Office. Seth Clark has been a Sheriff's Sergeant for eight years and has over 15 years of law enforcement experience. Seth Clark is more than qualified to fill this vital role in the Sheriff's Office.

Should you have any questions regarding this item, please feel free to contact me.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "IB", written over a white background.

Ingrid Braun
Sheriff-Coroner



RESOLUTION NO. R20-

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS APPROVING
EMPLOYMENT AGREEMENT WITH SETH CLARK
AND PRESCRIBING THE COMPENSATION, APPOINTMENT,
AND CONDITIONS OF SAID EMPLOYMENT**

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;

NOW, THEREFORE, BE IT RESOLVED by the Mono County Board of Supervisors that the Agreement Regarding Employment of Seth Clark, a copy of which is attached hereto as an exhibit and incorporated herein by this reference as though fully set forth, is hereby approved and the compensation, appointment, and other terms and conditions of employment set forth in that Agreement are hereby prescribed and shall govern the employment of Seth Clark. The Chair of the Board of Supervisors shall execute said Agreement on behalf of the County.

PASSED and **ADOPTED** this 4th day of February 2020, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST: _____
Clerk of the Board

Stacy Corless, Chair
Board of Supervisors

APPROVED AS TO FORM:

COUNTY COUNSEL

**Employment Agreement
of Seth Clark as Sheriff's Lieutenant
for Mono County**

This Agreement is entered into this 4th day of February 2020, by and between Seth Clark and the County of Mono.

I. RECITALS

Seth Clark is currently employed as a Sheriff's Sergeant in the office of the Mono County Sheriff. The County now wishes to employ Seth Clark in the position of Sheriff's Lieutenant on the terms and conditions set forth in this Agreement. Lieutenant Clark wishes to accept such employment.

The ultimate success of the Mono County organization, and its ability to provide important programs and services upon which the public relies, depends upon exceptional performance by Mono County's management team, including by Lieutenant Clark. Accordingly, a high level of performance as a manager and leader is a condition of employment for this position.

II. AGREEMENT

1. The term of this Agreement shall be January 1, 2020, until December 31, 2021, unless earlier terminated by either party in accordance with this Agreement.
2. Lieutenant Clark shall be employed as a Sheriff's Lieutenant serving at the direction of the Mono County Sheriff in accordance with the terms and conditions of this Agreement. Lieutenant Clark accepts such employment. The Sheriff shall be deemed the "appointing authority" for all purposes with respect to Lieutenant Clark's employment.
3. The terms of this Agreement hereby incorporate, as though set forth in full, Articles 1 (Purpose and Definitions), 2 (Term), 9 (Retirement), 10 (Health Insurance), 11 (Dental Care Plan), 12 (Vision Care Plan), 13 (Cafeteria Plan), 14 (401(a)), 15 (Health Benefits for Retirees and Post-Retirement Health Beneficiaries), 16 (Fitness for Duty; Physical Examination), 21 (Uniforms and Clothing), 22 (Safety Equipment), 23 (Vacation Leave), 24 (Sick Leave), 31 (Take-Home Vehicles) and 37 (Personnel Rule Revisions) of the Memorandum of Understanding Between County of Mono and Mono County Deputy Sheriffs' Association, January 1, 2017, through December 31, 2021, including any amendments thereto.
4. Lieutenant Clark's salary shall be \$141,831 per year. Mono County will pay Lieutenant Clark on a bi-weekly basis. Lieutenant Clark shall utilize direct deposit for his payroll checks. Lieutenant Clark shall receive Cost of Living increases to his salary in the amount of three (3) percent, effective January 1, 2021.

5. In recognition of the fact that Lieutenant Clark's employment will be exempt from the payment of overtime or compensatory time-off under the Fair Labor Standards Act, he shall be entitled to 80 hours of merit leave (aka administrative leave) during each year of service under this Agreement. Lieutenant Clark understands that said merit leave does not accrue from one calendar year to the next; rather, it must be used by December 31st of each calendar year in which it is provided, or it is lost.

6. The County agrees to create a new sick leave bank (Sick-A) for Lieutenant Clark and to move all his existing accrued sick leave to Sick-A. Sick-A is a sick leave bank which may be cashed out, up to 960 hours, at Lieutenant Clark's regular rate of pay, upon his separation from employment. During the term of this Agreement, Lieutenant Clark may move additional sick leave into Sick-A, but in no event may more than 960 hours be cashed out.

7. To the extent deemed appropriate by the Mono County Sheriff, the County shall pay the professional dues, subscriptions, and other educational expenses necessary for Lieutenant Clark's full participation in applicable professional associations, or for his continued professional growth and for the good of the County.

8. Lieutenant Clark understands and agrees that his receipt of compensation or benefits of any kind under this Agreement or under any applicable County Code provision or policy – including but not limited to salary, insurance coverage, and leaves – is expressly contingent on his actual and regular rendering of full-time personal services to the County or, in the event of any absence, upon his proper use of any accrued leave. Should Lieutenant Clark cease rendering such full-time services during this Agreement and be absent from work without any accrued leave to cover said absence, then he shall cease earning or receiving any additional compensation or benefits until such time as he returns to work and resumes rendering personal services; provided, however, that the County shall provide any compensation or benefits mandated by state or federal law

9. Lieutenant Clark understands and acknowledges that his employment will be governed by the provisions of the Public Safety Officers' Bill of Rights ("POBR") governing his position as Sheriff's Lieutenant, including, but not limited to, with respect to any disciplinary matters or termination of his employment.

10. If Lieutenant Clark is convicted of a crime involving abuse of office or position, Lieutenant Clark shall reimburse the County for any paid leave pending an investigation, legal criminal defense, or cash settlement related to termination by the County, pursuant to Government Code section 53243.

11. Lieutenant Clark may resign his employment with the County at any time. His resignation shall be deemed effective when tendered, and this Agreement shall automatically terminate on that same date, unless otherwise mutually agreed to in writing by the parties. Lieutenant Clark shall not be entitled to any severance pay or additional compensation of any kind after the effective date of such resignation, unless otherwise provided in writing and agreed by the parties.

12. This Agreement and any materials incorporated by reference constitute the entire agreement of the parties with respect to the employment of Lieutenant Clark and shall supersede and replace any prior employment agreement between Lieutenant Clark and the County of Mono. Consistent with Lieutenant Clark's uninterrupted employment status, this Agreement shall have no effect on any sick leave or vacation time that Lieutenant Clark may have accrued as of the effective date of this Agreement nor on his original date of hire or total years of service as a County employee, to the extent the same may be relevant in determining such accruals or Lieutenant Clark's date of eligibility for or vesting of any non-salary benefits or for any other purpose.

13. The parties agree that the Board of Supervisors' approval of this Agreement on behalf of the County is a legislative act and that through this Agreement, the Board of Supervisors is carrying out its responsibility and authority under Section 25300 of the Government Code to set the terms and conditions of County employment. It is not the parties' intent to alter in any way the fundamental statutory (non-contractual) nature of Lieutenant Clark's employment with the County nor to give rise to any future contractual remedies for breach of this Agreement or of an implied covenant of good faith and fair dealing. Rather, the parties intend that Lieutenant Clark's sole remedy in response to any failure by the County to comply with this Agreement shall be traditional mandamus.

14. Lieutenant Clark acknowledges that this Agreement is executed voluntarily by him, without duress or undue influence on the part or on behalf of the County. Lieutenant Clark further acknowledges that he has participated in the negotiation and preparation of this Agreement and has had the opportunity to be represented by counsel with respect to such negotiation and preparation or does hereby knowingly waive his right to do so, and that he is fully aware of the contents of this Agreement and of its legal effect. Thus, any ambiguities in this Agreement shall not be resolved in favor of or against either party.

III. EXECUTION:

This Agreement is executed this 4th day of February, 2020.

EMPLOYEE

THE COUNTY OF MONO

Seth Clark

By: Stacy Corless , Chair
Board of Supervisors

APPROVED AS TO FORM:

Stacey Simon, County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: CAO, HR, Finance and County Counsel

TIME REQUIRED 15 Minutes

PERSONS Dave Butters

SUBJECT Memorandum of Understanding for
Mono County Public Employees
Bargaining Unit (MCPE)

**APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

Resolution approving Proposed Memorandum of Understanding (MOU) with the International Union of Operating Engineers, Stationary Local 39, AFL-CIO, the Exclusively Recognized Employee Organization Representing the Mono County Public Employees (January 1, 2019 - December 31, 2023) and associated Side Letter.

RECOMMENDED ACTION:

Adopt proposed resolution R20-___, approving MOU and Side Letter. Provide any desired direction to staff.

FISCAL IMPACT:

The fiscal impact is \$245,000 for 2019, \$1,219,000 for 2020, \$579,000 for 2021, \$927,000 for 2022, and \$1,187,000 for 2023, for a total of \$4,157,000 during the 5-year term. The average compensation cost increase is 5.85% per year.

CONTACT NAME: Stacey Simon

PHONE/EMAIL: x1704 / 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 - MCPE MOU and Side Letter
<input type="checkbox"/> Proposed MOU
<input type="checkbox"/> Appendix A - Matrix
<input type="checkbox"/> Appendix B - Market Alignment Adjustment
<input type="checkbox"/> Appendix C - Confidential Position List

[Appendix D - Personnel Rules](#)

[Side Letter](#)

History

Time	Who	Approval
1/29/2020 3:53 PM	County Administrative Office	Yes
1/29/2020 5:45 PM	County Counsel	Yes
1/30/2020 3:47 PM	Finance	Yes



County of Mono

County Administrative Office

Steve Barwick
County Administrative Officer

Dave Butters
Human Resources Director

To: Honorable Board of Supervisors

From: Dave Butters, Director of Human Resources

Date: February 4, 2020

Subject: Proposed MOU for the Mono County Public Employees Union

Recommendation:

Adopt the proposed MOU with the Mono County Public Employees (MCPE) Union.

Fiscal Impact:

The fiscal impact is \$245,000 for 2019, \$1,219,000 for 2020, \$579,000 for 2021, \$927,000 for 2022, and \$1,187,000 for 2023, for a total of \$4,157,000 during the 5-year term.

Discussion:

Beginning in January 2019 Mono County and the Mono County Public Employees Union (MCPE), represented by International Union of Operating Engineers, Stationary Local 39, AFL-CIO, began negotiations for a new Memorandum of Understanding (MOU) defining the terms and conditions of employment. These negotiations concluded in January 2020. The previous MOU had expired on December 13, 2018.

Members of the MCPE negotiating team were Jerry Frederick (Business Representative for Local 39), Don Nunn, Billy Czeschin, Leah Roman, Kim Bunn, Judy Curti, Jamie Morley, Michael Haisten, and Rebekah Bone. Mono County was represented by Steve Barwick, Janet Dutcher, Stacey Simon, Anne Frievalt, and Dave Butters. Leslie Chapman and Dave Wilbrecht also participated while serving in the CAO role.

Subjects of these negotiations included reduction of long-term unfunded liabilities such as vacation leave, as well as adjustments to base pay and step progression to respond to competitive employer compensation and improve retention and recruitment of employees. Changes to the model for medical insurance premiums will help reduce County costs while providing employees with affordable coverage options. This tentative agreement is for a 5-year term (January 1, 2019 through December 31, 2023).

A tentative agreement was reached between the negotiating teams, and MCPE membership voted to approve the agreement on January 28, 2020. This agreement was structured to generally align with other County bargaining unit MOU's, although every bargaining unit still retains unique provisions and characteristics.

Some of the highlights of this agreement are:

- A 3% market equity adjustment to base pay for all positions effective January 1, 2020.
- COLA adjustments of 2% in each year of the agreement (2019-2023).
- Return to a 5-step pay matrix.
- Implement County salary survey recommendations effective January 1, 2020.
- Effective January 1, 2021, the County pays 95% of PERS Select medical plan premium or 80% of PERS Choice premium toward any other plan.
- Increase annual education incentive from \$700 to \$900.

For questions, please call Dave Butters at 760-932-5413 or email dbutters@mono.ca.gov.



R20-__

**A RESOLUTION OF THE MONO COUNTY
BOARD OF SUPERVISORS ADOPTING AND APPROVING
MEMORANDUM OF UNDERSTANDING AND SIDE LETTER
BETWEEN THE COUNTY OF MONO AND THE
INTERNATIONAL UNION OF OPERATING ENGINEERS, STATIONARY LOCAL 39,
AFL-CIO ON BEHALF OF THE
MONO COUNTY PUBLIC EMPLOYEES (MCPE)**

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 representatives of the International Union of Operating Engineers, Stationary Local 39, AFL-CIO, the exclusively recognized employee organization representing the Mono County Public Employees Association (the "Union") met, conferred, and reached mutually-acceptable terms for a proposed Memorandum of Understanding (MOU) and Side Letter regarding vacation leave;

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 Union, including Appendices A, B, C and D, attached hereto and incorporated by this reference – effective for the period of January 1, 2019 through December 31, 2023 – is hereby ratified, adopted and approved.

SECTION TWO: The terms and conditions of employment set forth in the MOU and Appendices, are hereby prescribed for the employees whose classifications are included in the MCPE bargaining unit.

SECTION THREE: The Side Letter regarding cash out of vacation leave for specified employees represented by Union is hereby ratified, adopted and approved.

SECTION FOUR: The Chair of the Board is authorized to sign the MOU and associated Side Letter.

1 **PASSED, APPROVED and ADOPTED** this 4th day of February 2020, by the following
2 vote, to wit:

3 **AYES:**

4 **NOES:**

5 **ABSENT:**

6 **ABSTAIN:**

8 _____
9 Stacy Corless, Chair
Mono County Board of Supervisors

10 **ATTEST:**

APPROVED AS TO FORM:

11 _____
12 Clerk of the Board

County Counsel

January 1, 2019-
December 31, 2023

Memorandum of Understanding
between

COUNTY OF MONO

and

**INTERNATIONAL UNION OF
OPERATING ENGINEERS,
STATIONARY LOCAL 39, AFL-CIO**

exclusively recognized employee organization
representing the

**MONO COUNTY PUBLIC
EMPLOYEES (MCPE)**



COUNTY OF MONO
and
IUOE, Local 39 on behalf of MONO COUNTY PUBLIC EMPLOYEES

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ARTICLE 1. PARTIES, DEFINITIONS, AND PURPOSE

A. Parties

The parties to this Memorandum of Understanding (MOU) are the County of Mono, acting by and through the Mono County Board of Supervisors; and the International Union of Operating Engineers, Stationary Local 39, AFL-CIO, which is the exclusively recognized employee organization representing the employee bargaining unit known as the Mono County Public Employees (MCPE).

B. Definitions

The terms used in this MOU shall have the following definitions unless the terms are otherwise defined in specific MOU Articles:

- (1) "Base Rate of Pay" means the Employee's current step hourly rate of pay as identified in Appendix A ("Salary Matrix"), attached hereto and incorporated by this reference.
- (2) "Call Back" occurs when an Employee is called into work at a time other than his or her regularly-scheduled work shift or as an extended shift, and is addressed in subsection A of Article 20.
- (3) "Call Out" occurs when an Employee who is On Call is required to perform work within the Call Out assignment as described in subsection B of Article 20.
- (4) "Confidential Employees" means those Mono County employees described in Article 32.
- (5) "County" means the County of Mono, California.
- (6) "Employees" means those Mono County employees whose job classifications are included in the MCPE bargaining unit and who are not "temporary employees" as that term is defined in Mono County Personnel Rules Section 050 (56) or "Management Employees" as defined in paragraph (10) of this subsection. All Employees are covered by the terms of this MOU.
- (7) "Extended Shift" means that period of time during which an Employee remains working beyond their normally scheduled shift, at the direction of their supervisor or Department Head.
- (8) "FLSA-Exempt Employees" means those Employees whose employment is exempt from the payment of overtime under the federal Fair Labor Standards Act (FLSA) and any applicable state law.
- (9) "Formal Investigation" means any investigation ordered or authorized by the

County Administrative Officer or the Board of Supervisors as a result of specific, written charges or complaints filed by any person against an Employee. The term also refers to any investigation, however conducted or authorized, that would trigger, if the County were covered by the NRLA, the rights accorded by National Labor Relations Board v. J. Weingarten, Inc., 420 U.S. 251 (1975), or any subsequent case law or statutes. The term does not refer to County investigations of workers compensation claims or investigations of illegal activities conducted in the ordinary course of business by the Mono County Sheriff's Department, the District Attorney's Office, or by any other state, federal, or local law enforcement agency.

- (10) "Management Employee" means any department head or assistant/deputy department head, and also the following at-will management-level or professional employees: Human Resources Director, Risk Manager, Animal Control Program Coordinator, Building Official, Associate Engineer, District Attorney Chief Investigator, Public Works Project Manager, Behavioral Health Program Manager, Behavioral Health Program Chief, Health Officer, Psychiatrist, and any other position mutually agreed upon by Union and County as falling under this definition.
- (11) "Mono County Public Employees (MCPE)" means the recognized bargaining unit consisting of Employees described in paragraph (6) of this subsection.
- (12) "MOU" means this Memorandum of Understanding between Union and County.
- (13) "On Call" means that period of time during when an Employee is assigned to be available for duty. During that period, the Employee has free use of his or her time with the exception of being required to be available for duty by telephone or two-way radio during the entire period of the On Call assignment. On Call is further addressed in subsection B of Article 20.
- (14) "Post-Retirement Health Beneficiary" or "PRHB" means a retired Employee for purposes of Article 11 of this MOU, who has not opted to participate in the County's Section 401(a) Plan and who meets one of the following criteria:
- was hired before January 1, 1986, was age fifty (50) or older, held permanent employment status on the date of retirement, and had accrued at least five (5) years continuous service immediately preceding retirement, or
 - was hired between January 1, 1986 and July 1, 1987, was age fifty (50) or older, held permanent employment status on the date of retirement and had accrued at least ten (10) years continuous service immediately preceding retirement, or

- was hired between July 2, 1987 and January 1, 1996, was age fifty (50) or older and held permanent employment status of the date of retirement and had accrued at least fifteen (15) years continuous service immediately preceding retirement; or
 - was hired between January 2, 1996 and January 1, 2002, was age fifty-five (55) or older, held permanent employment status on the date of retirement and had accrued at least twenty (20) years continuous service immediately preceding retirement.
- (15) “Retiree” means a former Employee who is a retired annuitant from Mono County under applicable PERS law, but who is not a Post-Retirement Health Beneficiary as defined in this MOU.
- (16) “Supervisory Employee” means any individual having authority in the interest of the employer to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other Employees or responsibility to direct them, to adjust their grievances or effectively to recommend such action, if in connection with the foregoing, the exercise of such authority is not of a merely routine or clerical nature, but requires the use of independent judgment. The exercise of such authority shall not be deemed to place the Employee in Supervisory Employee status unless the exercise of such authority occupies a significant portion of the Employee’s workday. Nothing in this definition shall be construed to mean that an Employee who has been given incidental administrative duties shall be classified as a Supervisory Employee.
- (17) “Union” means the International Union of Operating Engineers, Stationary Local 39, AFL-CIO, the exclusively recognized employee organization representing the employee bargaining unit (or “representation unit”) known as the Mono County Public Employees (MCPE), which is defined above.

C. Purposes

The purposes of this MOU are to promote and provide for continuity of operations and employment through harmonious relations, cooperation and understanding between County and the employees covered by this MOU; to provide an established, orderly and fair means of resolving misunderstandings or differences which may arise from the provisions of this MOU; and to set forth the understanding reached by the parties as a result of good faith negotiations.

ARTICLE 2. TERM AND RENEGOTIATION

This MOU shall be in effect from January 1, 2019, and shall remain in full force and effect through 12:00 midnight on December 31, 2023.

ARTICLE 3. RECOGNITION

County reaffirms its previous recognition of the Union as the exclusively recognized employee organization representing the MCPE bargaining unit, who is legally authorized to negotiate and execute this MOU on behalf of the Employees.

ARTICLE 4. UNION RIGHTS

- A. County recognizes all legal rights of all Employees covered by this MOU, including the rights to join and participate in the activities of the Union and to exercise all rights expressly and implicitly described in Section 3500 et seq. of the California Government Code; known as the Meyers-Milias-Brown Act (“MMBA”). County shall not intimidate, restrain, coerce, or discriminate against any covered employee because of the exercise of any such rights.
- B. One (1) Union representative and each new Employee shall have the right to thirty (30) minutes paid release time to orient the new Employee regarding the MOU and the role of the Union.
- C. County shall allow Union to send nonconfidential, official notices to its members through the County’s e-mail system.

ARTICLE 5. EMPLOYEE RIGHTS

- A. Employees covered by this MOU shall have and enjoy all rights and benefits conferred by the MMBA, by other applicable state and federal laws and by this MOU.
- B. Employees shall have the right to join and participate in the activities of the Union, or to not join and not participate in the activities of the Union, and to be free from unlawful coercion, pressure or influence regarding their decision.
- C. Employees shall have the right to review and to obtain copies from their Master Personnel File and any official departmental personnel file (except supervisors’ working files, records of employment or promotion application and legal or medical files which shall be maintained apart from the Personnel files). County will schedule the Employee’s review, and shall be permitted adequate time to make copies for the Employee (if requested), depending on available staff. Employees may provide a written authorization for any other individual to review and obtain copies from the Employee’s Personnel File(s).
- D. In addition to any requirements imposed on County by the Court’s decision in National

Labor Relations Board v. J. Weingarten, Inc., 420 U.S. 251 (1975), or any subsequent case law or statutes, County (through its duly appointed investigator) will conduct Formal Investigations (as defined in this MOU) that involve Employees in the following manner:

- (1) County will actually notify the Employee at least 24 hours prior to interviewing that Employee. County will use its best efforts to provide such notice in writing. The notice shall include the time and place of the interview and its estimated duration. The notice shall also describe the general nature of the investigation and the general area in which questions will be asked, except to the extent that such information would: invade the personal privacy of any person; require the disclosure of confidential or privileged information or any evidence already gathered in the investigation; or potentially expose the County to liability.
- (2) Any Employee to be interviewed may have a representative of the Union (a Chief Steward or a representative of Union) present during any questioning to ensure that the Employee's rights under this MOU or any applicable personnel laws or regulations are not being violated. The representative may object before, during, or after the interview to any perceived violations of such rights. No rules of evidence shall apply to interviews; therefore neither the representative nor the Employee may raise an evidentiary objection (e.g., "irrelevant," "speculative," "hearsay," etc.) to any question or refuse to answer a question on such a basis. Further, the representative shall not instruct or otherwise counsel an Employee - either before or during an interview - on how or whether to answer any specific or type of questions.

If the Employee is a peace officer, all rights under Government Code Section 3300 et seq., (the Public Safety Officers Procedural Bill of Rights) shall be granted.

- (3) If the Employee desires to have a representative present, he or she shall immediately advise the County orally or in writing. Failure to so notify the County prior to the time scheduled for the interview shall constitute a waiver of the right to have a representative present. If notice is timely given to the County the County shall postpone the interview for up to 48 hours in order to allow the Employee time to arrange for a representative to be present. Unless disqualified under paragraph 5 below, any business representative of Union or a Chief Steward shall be deemed an adequate representative of the Union.
- (4) In addition to a Union representative, the Employee being interviewed may have an observer of his or her choice present during the interview unless the desired observer is disqualified under paragraph 5 below. The observer shall merely observe the interview and may not raise objections to the interview or questioning on any ground. The observer shall not instruct or otherwise counsel an Employee - either before or during an interview - on how or whether to answer any questions asked during the interview.

- (5) The following persons are disqualified from acting as a representative or an observer during the interview: a person whose accusation or complaint triggered the investigation; a person who is the subject of the investigation; a reporter or agent of a newspaper, television or radio station, or other mass- communication medium; a person whom the County has already interviewed as part of the investigation; a person whom the County intends to interview as part of the investigation; a person who is unwilling to abide by the terms of this Article, whether or not such person is a member of the Union; a person who is involved in conducting the investigation; or a person who will ultimately act as a decision-maker with respect to any disciplinary action that might result from the investigation.
- (6) During the interview, County may compel Employees to answer questions within the scope of their employment. Employees have a mandatory duty to answer such questions fully and truthfully. Knowing failure by an Employee to answer questions fully or truthfully while being interviewed is a serious offense and grounds for termination or other discipline. County may remind Employees of such facts during the interview and may, before questioning, require Employees to swear or affirm under penalty of perjury that they will answer questions fully and truthfully. In no event shall failure by County to provide such a reminder or require such an oath or affirmation waive County's ability to later pursue discipline if the circumstances so warrant.
- (7) The County may take notes or record an interview through audio, video or any other medium. No other person present during the interview shall have the right to record the interview, but any person present may take notes. Any notes or recordings made during an interview shall remain confidential in accordance with paragraph 8 below, except that any person present during the interview may request access to the County's recording (but not notes taken), and County shall have at least 48 hours to arrange for such access. Additionally, after the investigation and any subsequent disciplinary action is completed (but not before), such persons may request a copy of any recording made by County and County shall have at least 10 working days to provide it. Any access or copies shall be provided at the requesting party's own time and expense, except that a copy of any recording made by County or already existing transcript thereof shall be provided free of charge to a requesting party who is appealing a disciplinary action brought against that person by County as a result of the investigation in which the recording was made.
- (8) The questions asked and the answers given during any interview are strictly confidential. No person present during an interview, including the employee interviewed, shall reveal or discuss the contents of such questions or answers, except in the context of official County business or Union representational services

(i.e., the Union may not disclose the contents of any given interview to any employee who was not present during that interview). Intentional disclosure of such information by any County employee present during an interview, or an attempt by any employee to solicit such information from a person present during an interview, is a serious offense and an appropriate grounds for termination or other discipline.

County may remind and instruct persons present at an interview of such facts and may bar from the interview any person who is not willing to abide by these terms. In no event shall failure by County to provide a reminder or instruction waive County's ability to later pursue discipline if the circumstances warrant it or to seek judicial relief with respect to an actual or threatened disclosure of confidential information in violation of this paragraph.

ARTICLE 6. HEALTH INSURANCE AND DISABILITY INSURANCE

A. Health Insurance

Each Employee and his or her dependents are entitled to health care benefits as provided in this Article and Articles 7 and 8.

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

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, County shall continue paying:

- (1) Monthly contributions into the Cafeteria Plan based on the Employee's applicable tier (See Article 9); and
- (2) The medical portion of Social Security.

ARTICLE 7. DENTAL CARE PLAN

County shall provide all Employees and their dependents with the County dental plan. The current County dental plan shall be the minimum base coverage.

ARTICLE 8. 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 9. CAFETERIA PLAN

I. Until December 31, 2020

- A. Up to and including December 31, 2020, the County will continue to contribute into the Cafeteria Plan an amount equal to the PERS Choice premium for the coverage tier in which the Employee is enrolled (i.e., single, two-party or family) for the state or county where the Employee resides, minus the statutory amount prescribed by Government Code section 22892, which the County shall pay directly to PERS and also minus the amount specified below, for any full-time Employee, or part-time employee hired prior to September 1, 2011, who is enrolled in PERS medical coverage.

Employee Contribution

Single:	\$25.00/month
Two-Party:	\$50.00/month
Family:	\$100.00/month

The County's obligation to contribute any amount into the Cafeteria Plan is conditioned on the Employee authorizing a payroll deduction for their contribution.

- B. Part-Time Employees: Up to and through December 31, 2020, the County will continue to contribute into the Cafeteria Plan on behalf of any part-time Employee hired after September 1, 2011, who is enrolled in CalPERS medical insurance, one of the reduced percentages 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 will pay directly to PERS:

Less than .5 FTE:	0% (No County contribution)
.5 - .74 FTE:	50% of the PERS Choice Premium
.75 FTE - .89 FTE:	75% of the PERS Choice Premium

II. Commencing January 1, 2021

- A. Effective January 1, 2021, and except as provided in paragraph C, for Employees enrolled in PERS Select medical coverage, the County will contribute into the Cafeteria Plan an amount equal to ninety five (95%) of the PERS Select health insurance premium then in effect 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 22897, which the County shall pay directly to PERS.
- B. Effective January 1, 2021, and except as provided in paragraph C, for Employees enrolled in any PERS medical coverage other than PERS Select, the County will

contribute into the Cafeteria Plan an amount equal to eighty percent (80%) of the PERS Choice health insurance premium then in effect 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 22897, which the County shall pay directly to PERS.

- C. Part-Time Employees: The County will contribute into the Cafeteria Plan on behalf of any part-time Employee hired after September 1, 2011, who is enrolled in CalPERS medical insurance, one of the reduced percentages of the amounts described in subsections II A. or B. above (as applicable) for the coverage tier in which the Employee is enrolled, minus the statutory amount prescribed by Government Code section 22892, which the County will pay directly to PERS:

Less than .5 FTE:	0% (No County contribution)
.5 - .74 FTE:	50%
.75 FTE - .89 FTE:	75%

- D. The County's obligation to contribute any amount into the Cafeteria Plan is conditioned on the Employee authorizing a payroll deduction for the remainder of the total premium.

ARTICLE 10. 401(a) PLAN

- A. Eligibility

Employees hired on or after January 1, 2002, are not eligible to earn or receive post-retirement health benefits provided by Article 11, but are instead eligible to receive County contributions into an Internal Revenue Code Section 401(a) Plan ("401(a) Plan") established by the County, as described below. Any Employee hired prior to January 1, 2002, may also elect to receive County contributions into a 401(a) Plan under this Article, if he or she waives and relinquishes any present or future rights to receive the post-retirement health benefits provided by Article 11.

- B. County Contribution

County shall continue to provide an Internal Revenue Code Section 401(a) Plan consistent with this Article. County shall continue to contribute into the Section 401(a) Plan an amount on behalf of each Employee electing to participate under this Article 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) Plan contribution would be 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. The Employee’s ability to withdraw (i.e., his or her entitlement to) the County’s contributions into the 401(a) Plan is set forth in the following vesting schedule.

C. Vesting Schedule

<u>Years of County Service</u>	<u>Portion of Account Value Vested</u>
Less than 1 year	0%
1 year plus 1 day to 2 years	10%
2 years plus 1 day to 3 years	20%
3 years plus 1 day to 4 years	40%
4 years plus 1 day to 5 years	60%
5 years plus 1 day but less than 6 years	80%
6 years	100%

D. Legal Requirements

Notwithstanding the foregoing, Employees’ options for withdrawing, “rolling over,” and otherwise using 401(a) Plan 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 all other applicable laws.

ARTICLE 11. BENEFITS AFTER RETIREMENT

A. Retirees

Retirees who enroll in CalPERS medical insurance shall receive the statutory amount prescribed by Government Code section 22892 per month, which shall be paid directly by the County to PERS.

B. Post-Retirement Health Beneficiaries

(1) Medical: Post-Retirement Health Beneficiaries (PRHB) who enroll in CalPERS medical insurance are eligible for a flexible credit allowance under the County’s Section 125 Cafeteria Plan (See Article 9) towards the cost of health insurance for the PRHB and one dependent. The amount of the flexible credit allowance shall be equal to the monthly amount of the PERS Choice premium based on the residency and coverage tier (PRHB or PRHB and one dependent) in which the PRHB is enrolled minus the statutory amount prescribed by Government Code section 22892 per month paid by the County directly to PERS and minus the monthly amount that the PRHB would have been required to contribute toward medical insurance as an Employee on December 31, 2020, based on the PRHB’s coverage tier (i.e., PRHB only or PRHB plus one dependent). In other words, regardless of the contribution made on the Employee’s behalf immediately prior to retirement, the PRHB shall, upon retirement, be required only to contribute that amount described

in Article 9, paragraph I of this MOU towards the cost of post-retirement health insurance for the PRHB and up to one dependent. Further, in the event the Employee does not retire prior to the expiration of this MOU, the County and Employee shall enter into a side letter or other agreement confirming that the Employee's contribution shall, upon retirement, be only the amount described in Article 9, paragraph I for the Employee and up to one dependent.

- (2) Medicare Enrollment: As required by PERS law, PRHBs must enroll in Medicare upon becoming eligible and shall thereafter receive a flexible credit allowance paid through the County's Cafeteria Plan equal to the monthly amount of the PERS Choice Medicare Supplement, or the PERS supplement in which the PRHB is enrolled, whichever is less, based on their residency and coverage tier, minus the statutory amount prescribed by Government Code section 22892 which shall be paid by the County directly to PERS.
- (3) Dental and Vision: Post-Retirement Health Beneficiaries and one dependent (as defined in the dental and vision care insurance policies) shall be provided the same dental and vision benefits provided to Employees under Articles 7 and 8.

ARTICLE 12. VACATION ACCRUAL AND ACCUMULATION

A. Accrual

In accordance with the Mono County Personnel Rules section 260, Employees shall accrue vacation as follows:

Initial Employment	10 days' vacation per year
After 3 years' service	15 days' vacation per year
After 10 years' service	17 days' vacation per year
After 15 years' service	19 days' vacation per year
After 20 years' service	20 days' vacation per year

B. Compensation

Employees who have accumulated a minimum of eighty (80) vacation hours may, upon written request, be compensated for up to a maximum of forty (40) hours of accrued vacation leave per calendar year, instead of taking that vacation time off.

C. Maximum Accumulation

Effective upon approval of this MOU, the maximum number of vacation leave hours that may be accumulated by any Employee is four hundred (400) ("Accumulation Cap"). If an Employee's accrued vacation leave hours exceed 400 at any time, then vacation accrual ceases until accrued vacation hours are at or below 400 hours.

D. Cash-out for Business Necessity

Notwithstanding paragraph C of this Article, commencing on January 1, 2021, if an Employee has made every reasonable effort to use his or her vacation leave throughout the year so as to avoid reaching the Accumulation Cap, but is not able to do so due to unexpected personnel needs or safety-related requirements of his or her Department, and such inability was contemporaneously documented in writing, then the Employee may request to be compensated by the County for the additional number of hours needed to bring his or her vacation accrual back down to the Accumulation Cap. Such request shall be supported by contemporaneous written verification of Employee requests to use vacation time, and supervisory denials of such requests, and approved or disapproved by the County Administrative Officer.

ARTICLE 13. SICK LEAVE

A. Accrual

Employees shall accrue eight (8) hours of sick leave per month of full-time service for each month of service, to a maximum accrual of one hundred and twenty (120) sick leave days (i.e., 960 hours). Employees may elect to use accrued leaves after sick leave or workers' compensation is exhausted.

B. Compensation for Accrued Sick Leave

Employees may be compensated for a maximum of one hundred and twenty (120) sick leave days (i.e., 960 hours) upon separation from Mono County as follows:

- (1) If the Employee has worked for the County for less than five (5) years, no compensation shall be paid for accrued sick leave.
- (2) If the Employee has worked for the County more than five (5) years, but less than ten (10) years, then the Employee shall be paid seventy-five percent (75%) of the dollar value of the accrued sick leave.
- (3) If the Employee has worked for the County more than ten (10) years, then the Employee shall be paid one hundred percent (100%) of the dollar value of the accrued sick leave.
- (4) If the Employee is terminated by reason of layoff, then the Employee shall be paid one hundred percent (100%) of the dollar value of the accrued sick leave.
- (5) The dollar value of the Employee's accrued sick leave shall be based upon the Employee's Base Rate of Pay on the date of separation.

ARTICLE 14. LONGEVITY COMPENSATION

Commencing on the first day of the month following the date of completion of twelve (12) years of continuous service, Employees hired before August 1, 2011 shall receive additional compensation of six and one half percent (6.5%) of their Base Rate of Pay. No further longevity increases shall be received for additional years of service, nor shall the amount increase above 6.5%. Employees hired on or after August 1, 2011, will not be eligible to receive longevity compensation at any future date.

ARTICLE 15. ASSUMING DUTIES ENTAILING GREATER RESPONSIBILITY

- A. Effective January 1, 2020, if an Employee assumes the primary responsibilities normally expected of a position entailing greater responsibility than his or her presently assigned position, that Employee shall receive a ten percent (10%) increase in pay, or the same rate of pay due the "A" step of the higher classification, whichever is higher, commencing the second day the Employee carries out the primary responsibilities of the higher classification duties.
- B. This Article applies only when all the following conditions occur:
 - (1) The Employee receives written direction to assume the higher responsibilities by the Employee's Department Head or by a person so authorized by the Department Head.
 - (2) The assumption of duties entailing greater responsibility occurs for a period of at least two (2) consecutive workdays.
 - (3) The position assumed has a job description in the most recent job classification and salary survey adopted by the County Board of Supervisors.
- C. If a qualifying higher level assignment has been made but written direction was not properly issued, the Employee is still entitled to the compensation provided in this Article, but only if brought to the Department Head's attention within six (6) months of the end of the assignment.
- D. Pursuant to Government Code section 20480, no Employee may assume the duties of a vacant position entailing greater responsibility for more than 960 hours in any fiscal year.

ARTICLE 16. RELEASE TIME

- A. Chief Stewards shall have reasonable time off with pay for Union matters (not to exceed a total of eight (8) persons). Chief Stewards shall provide management two (2) weeks' notice prior to taking time off.
- B. Union members may attend three (3) Union membership meetings per year during

working hours without loss of pay provided:

- (1) Attendance is verified by signature roster prepared and certified by the Union, a copy of which shall be supplied to the County upon request.
- (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 17. SHIFT DIFFERENTIAL PAY

A. Evening Shift

Employees working evening shift (5:00 pm. – 12:00 a.m.) shall receive a pay differential of five percent (5%) of their Base Rate of Pay. Any Employee who works overtime in continuation of the evening shift shall continue to receive shift differential pay for each hour of overtime worked.

B. Graveyard Shift

Employees working graveyard shift (12:00 a.m. – 7:00 a.m.) shall receive a pay differential of seven and one-half percent (7.5%) of the Base Rate of Pay. Any Employee who works overtime in continuation of the graveyard shift shall continue to receive shift differential pay for each hour of overtime worked.

C. Eligibility

To be eligible for shift differential pay, the Employee must work a minimum of four hours within the appropriate shift and will receive shift differential pay for all hours worked if the majority of hours occur between 5:00 p.m. and 7:00 a.m. Employees who request (and are approved) to work outside of their normally scheduled shift are not entitled to shift differential pay. If the County plans to modify a shift for an existing Employee receiving shift differential pay and thereby eliminate the shift differential pay for that Employee, the County shall provide a report to Union prior to the action, explaining why the shift is being modified.

ARTICLE 18. WORKSITE SAFETY

A. Safety and Weather Protection Equipment

- (1) County shall provide new or otherwise serviceable and adequate protective safety and weather protection equipment to Employees requiring such equipment for

health and safety purposes. Department Heads shall purchase or replace the following minimum issue of such equipment:

- (a) Polarized sunglasses;
- (b) Regular and heavy-duty cold weather gloves;
- (c) Rain jacket with hood;
- (d) Rain pants;
- (e) Waders;
- (f) Jacket with hood (Twin Peaks or equivalent);
- (g) Vests (Twin Peaks or equivalent);
- (h) Warm-up pants (Wearguard or equivalent);
- (i) Cold weather work boots (see below);
- (j) Warm weather work boots (see below);
- (k) Extra boot liners.

- (2) Work boots shall be provided as described by this paragraph. County shall continue to select and provide suitable cold-weather work boots for Employees requiring them. Employees requiring warm weather work boots will be reimbursed a maximum of two hundred twenty-five dollars (\$225) per fiscal year to purchase warm weather work boots when all of the following conditions are met: County determines that an Employee's existing warm weather boots need replacement; County receives proof of purchase by Employee (on his or her own time) of suitable warm weather work boots; and Employee turns in and otherwise relinquishes his or her former warm weather work boots to County. Alternatively, Employees requiring warm weather work boots may request, and the County shall provide, a store credit of two hundred twenty-five dollars (\$225) per fiscal year to purchase warm weather work boots when County determines that an Employee's existing warm weather boots need replacement. Employees utilizing such store credit shall promptly thereafter relinquish their former warm weather work boots to County. County may allow an Employee to utilize their former work boots for duties and assignments that may cause damage to their newer work boots, such as slurry and crack sealing. Any work boots purchased pursuant to this paragraph shall be pre-approved by County for safety specifications. Any disputes regarding which Employees need work boots for health and safety purposes shall be submitted to the County Administrative Officer, whose decision shall be final. As with any other safety equipment provided by County, boots purchased pursuant to this paragraph shall be worn by Employee at all times while Employee is on the job or, as applicable, as otherwise set forth in the 2019 Public Works Protective Footwear Policy, as same may be amended from time to time and mutually approved by Union and County.
- (3) Safety and weather protection equipment shall remain the property of County and shall be properly inventoried. Employees shall return assigned equipment upon termination from County employment. Safety and weather protection equipment

shall be issued only to those Employees required to work under conditions requiring a particular item of such equipment. Previously issued equipment shall be returned by Employees prior to the assignment of replacement equipment. Employees are responsible for the care and maintenance of all issued safety equipment and for the cost of replacing lost equipment.

B. Worksite Inspection

County shall provide reasonable safety programs and annual onsite safety inspections in order to assure safe worksites for Employees. Department Heads are responsible for scheduling the safety programs and annual on-site worksite inspections. Employees may file written complaints relating to worksite safety with the relevant Department Heads and copies shall be transmitted to Union. If a complaint is not resolved at the Department Head level, an appeal shall be heard by the Worksite Safety Committee, which shall work with the Employee(s), Department Head, supervisor(s) and other Union and management representatives to resolve the matter.

The Worksite Safety Committee will be established as a standing Committee, but will meet as the need arises, and will consist of County's designated risk manager, one (1) other manager designated by County and two (2) representatives designated by Union.

ARTICLE 19. UNIFORMS

- A. Public Works mechanics and its road, facilities, custodial and landfill Employees shall be supplied with uniforms, and coveralls as determined by County to be necessary, which County shall launder commencing January 1, 2020. County shall be responsible for any repairs or replacements of uniforms supplied to Public Works Employees that County deems necessary. County and Union will meet and confer regarding any change to the specific number of uniforms and coveralls to be provided to Public Works Employees.
- B. Animal Control Employees will be provided with an annual uniform allowance of four hundred dollars (\$400), and will assume full responsibility for purchasing and repairing or replacing their uniforms as necessary. In no event will the County be required to pay more than the annual allowance amount toward an Employee's actual uniform expense. The allowance will be paid every July 1st. Allowance payments will be included and combined with regular paychecks. Uniform allowances are taxable compensation and the County will withhold taxes accordingly. Uniform allowances are not reportable compensation to CalPERS.

ARTICLE 20. CALL BACK - ON CALL

[Note: Not applicable to FLSA-exempt employees]

A. Call Back

- (1) An Employee who is called in to work at any time other than his or her normal work shift shall be paid for a minimum of two (2) hours of overtime. If the duration of the Call Back exceeds two (2) hours, the Employee will be paid at the overtime rate for actual time worked. The provisions of this Article do not apply to extended shifts.
- (2) If the Call Back occurs during evening, graveyard, or relief shift, the Employee shall receive the applicable shift differential pay for hours of the Call Back actually worked during those shifts.

B. On Call

- (1) On Call status shall be assigned by the Department Head or designee and paid at the rate of three dollars (\$3.00) per hour during the on-call period. No On-Call period shall be less than twelve (12) hours in duration. Employees shall receive at least four (4) hours advance notice prior to being placed on call and prior to being taken off On Call status. Employees on vacation or any other form of leave are not eligible to be placed On Call. In no event is an Employee entitled to be placed On Call; rather, such assignments are exclusively in the Department Head's discretion.
- (2) A two (2) hour minimum shall be paid at the overtime rate to an Employee called out while assigned to On Call duty. An Employee is called out when the Employee is required to perform any work within the call out assignment, including telephone counseling or other County business conducted by telephone, which does not require the Employee to leave the Employee's residence or location at the time the Employee is called out. If the Employee is called out more than one time during the initial two-hour period, any work performed during the initial two-hour period shall be considered to be within the initial two-hour period and no additional compensation shall be owed.
- (3) No Employee, unless mutually agreed to, shall have the hours of his or her normally scheduled shift reduced as a result of a Call Out.

ARTICLE 21. OVERTIME AND COMPENSATORY TIME OFF

[Note: Not applicable to FLSA-exempt employees]

A. Calculation of Overtime

Employees shall be paid overtime in accordance with Fair Labor Standards Act (FLSA) requirements for time actually worked in excess of forty (40) hours per week. Notwithstanding any contrary provision of the County Code or Personnel Rules, use of any form of leave or compensatory time off ("CTO") during a work week shall not be counted as hours actually worked for purposes of determining if an Employee has worked more than 40 hours that week and therefore earned overtime (consistent with FLSA). Any Employee who actually worked in excess of 40 hours in a workweek may, at their option, be credited back any CTO or leave time they utilized during that workweek prior to

knowing that they would actually work more than 40 hours that work week. (note: if an Employee does not opt for such a credit, they shall be paid straight time for such CTO or leave time utilized).

B. Accumulation of Compensatory Time

(1) Employees may accumulate up to two hundred and forty (240) hours of CTO during a calendar year, provided that on December 31st of each year, the County will pay each Employee for their compensatory time by purchasing all accrued hours above 100 hours. The maximum accrual any Employee may have at the beginning of each calendar year is 100 hours. CTO may be utilized with the permission of the Department Head.

(2) At the time CTO is earned, the Employee must elect whether to use the time as CTO or cash it out. The Employee's election cannot be changed.

C. Holiday Overtime Pay

Employees not receiving holiday pay who work in excess of eight (8) hours on designated County holidays will be paid at two (2) times their regular hourly rate for those hours in excess of 8.

D. Travel Time

Generally, travel time to and from work does not constitute hours worked. This is true whether the Employee works at a fixed location or different job sites. However, time spent in travel during the workday is 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 the travel is at the County's direction. All such travel time is considered "hours worked", whether or not the Employee is operating a vehicle or riding as a passenger. However, in any work week in which such travel occurs, management may reduce the traveling Employee's regular work hours in order to avoid or minimize overtime for that week. For example, if an Employee travels eight hours on a Sunday as a passenger to attend a seminar, that time will be counted as hours worked but management may reduce the Employee's regular work hours later in the same work week by eight hours, so that no overtime would be owed as a result of the travel (all other things being equal).

E. Off-Duty Business Calls

If, between the hours of 9 pm to 6 am, or during a regularly scheduled day off, a non-exempt Employee who is not On Call, receives a telephone call from his/her supervisor, management, law enforcement, or other governmental agency for the purpose of conducting County business, then the Employee shall receive a minimum of one (1) hour pay at the Employee's overtime rate, or shall receive overtime pay for the actual duration of the telephone call, whichever is greater. Additional business calls received within the same paid hour will not be compensated in addition to the minimum of one (1) hour overtime pay. To qualify for the telephone call compensation, the Employee must notify their supervisor or Department Head of the following information within a reasonable

period of time:

- Date and time the call was received;
- Time the call ended;
- Name and/or entity that placed the call; and
- Subject of the call.

ARTICLE 22. MERIT LEAVE

[Note: only applicable to FLSA-exempt employees]

- A. FLSA-exempt Employees are expected to efficiently manage time to perform their job duties, and be available for staff, clients and the public. This entails full-time exempt Employees being available for more than 40 hours per workweek (or a lesser amount in the case of part-time exempt Employees) and outside of normal business hours.
- B. In consideration of these expectations, the lack of overtime pay and the complexity of the job, eighty hours (80) of merit leave per calendar year shall be provided to full-time exempt Employees; part-time exempt Employees shall be provided a prorated lesser amount based on their regular schedule. Merit leave is not an hour-for-hour entitlement, but rather is extra time off provided in addition to vacation time, sick leave, etc. The initial entitlement for new Employees shall be prorated based upon the remainder of the calendar year from the date that their employment commences.
- C. Merit leave does not accrue to a bank and the yearly entitlement must be used within the calendar year it is provided, or it is lost. There is no carryover of unused merit leave to subsequent year(s) and merit leave has no cash value.
- D. Merit or vacation leave (or sick leave, if applicable) must be used whenever a full-time exempt Employee works fewer than 80 hours during any two-week period; or a prorated lesser number of hours during any two-week period in the case of part-time exempt Employees. For most exempt Employees, a two-week period means fourteen consecutive calendar days beginning on a Sunday; but exempt Employees working in offices on a “flex” schedule may count the fourteen days from a day other than Sunday, with department head approval.
- E. Merit leave is used in a manner similar to vacation time. An exempt Employee will note merit leave taken with an (M) on the time sheet in a manner similar to vacation time taken (V) and sick leave taken (S).

ARTICLE 23. TRANSFERS AND PROMOTIONS FOR PUBLIC WORKS MAINTENANCE EMPLOYEES

Maintenance Employees in the Department of Public Works may, with the approval of the Department of Public Works Director and the Chief Administrative Officer, transfer from one departmental district to another when an opening occurs. No employment applications or tests will be required. This employment opportunity shall be offered to current Employees prior to the advertisement of the opening (position) to other departments or the general public. Employees who desire to transfer shall make a request within ten (10) working days of notification to the Employee that an opening will exist.

ARTICLE 24. PHYSICAL EXAMINATIONS FOR REQUIRED DRIVERS' LICENSING

When a physical examination is required to acquire or renew a driver's license required to perform an Employee's duties, the examination shall be provided by a medical doctor designated by County at County expense. The examination shall be performed during the Employee's regular work hours without any reduction in pay.

ARTICLE 25. PERS RETIREMENT BENEFITS AND CONTRIBUTIONS

- A. The County shall continue its participation in the California Public Employees' Retirement System ("CalPERS"). Benefits and contributions shall continue to be as provided in the County's contract(s) with CalPERS, as summarized below.
- Retirement Tier 1 – Employees hired prior to April 10, 2012, or "Classic Members" as defined by CalPERS, shall continue to receive the 2.7% at 55 retirement formula, highest twelve (12) month average final compensation period.
 - Retirement Tier 2 – Employees hired between April 10, 2012, and December 31, 2012, or within six months of separation from employment with a public employer with pension system reciprocity, who are eligible for the retirement plan in effect on December 31, 2012, also "Classic Members" as defined by CalPERS, shall continue to receive the 2.5% at 55 retirement formula, highest twelve (12) month average final compensation period.
 - Retirement Tier 3 – Employees hired after December 31, 2012, or "New Members" as defined by CalPERS, shall continue to receive the 2% at 62 retirement formula, highest thirty-six (36) month average final compensation period, as mandated by the Public Employees' Pension Reform Act of 2013.
- B. Employees shall continue to pay the Employee's contribution for applicable CalPERS coverage and retirement (including any increases mandated by State law). County shall continue to implement the IRS 414H2 program for all Employees in order to facilitate and provide for tax deferred payment of the Employees' CalPERS contributions.

- C. Employees shall continue to be enrolled in the CalPERS Level IV Survivors' Benefit Program (specifically those benefits provided by Government Code section 21574).
- D. The information contained in this Article summarizes the terms of the County's existing contracts with CalPERS, and existing law. If current CalPERS benefits differ from the above or change as a result of changes in the law, the actual CalPERS benefits shall control.

ARTICLE 26. WAGES AND SALARY SCHEDULE

- A. Effective January 1, 2019, January 1, 2020, January 1, 2021, January 1, 2022 and January 1, 2023, Employees shall receive a cost of living adjustment (COLA) of two percent (2%) of their Base Rate of Pay.
- B. Concurrent with the January 1, 2020, COLA, Employees shall receive an equity adjustment of three percent of their Base Rate of Pay.
- C. The salary schedule shall consist of five (5) steps, each step equivalent to five percent (5%) above the prior step, but not to exceed the top of the range for the position as identified in Appendix A ("Salary Matrix"). Advancement of steps shall be automatic upon the Employee's anniversary date and a satisfactory annual evaluation. Employees who were at a half-step (e.g., AA, BB) as of January 1, 2019, shall advance to the next full step (i.e., a 2.5% increase) effective January 1, 2019, and shall have their anniversary date reset to January 1st thereafter. Employees who advanced to a half-step between January 1, 2019 and December 31, 2019 shall advance to the next full step (i.e., a 2.5% increase) effective on their 2019 anniversary date. No time worked while step increases were frozen or reduced to 2.5% pursuant to a previous MOU shall be counted for purposes of determining any step increases provided by this MOU.
- D. Effective January 1, 2020, the salaries for those positions identified in the County's 2019 Salary Survey as below market shall be adjusted as shown on Appendix B ("Market Alignment Adjustments").
- E. All Employees will utilize direct deposit of payroll checks.

ARTICLE 27. HOLIDAY PAY

- A. 24-hour Employees
Holiday pay for 24-hour Employees, including the Jail Food Service Manager, shall be paid biweekly in the amount of eight percent (8%) of base salary. This policy will eliminate holidays from the work schedule, save and except special County holiday pay, which will be paid. Any overtime work which falls on a regular day off which is, coincidentally, a

calendar holiday, shall be paid at the overtime rate.

B. Landfill Employees

Landfill Employees, whether they work on a County holiday (as defined by the County Code) or not, will receive eight (8) hours compensation, in the form of eight (8) hours comp time, if they are not normally scheduled to work on the holiday, and in the form of eight (8) hours of regular compensation if they are normally scheduled to work on the holiday (in which case they may need to contribute one (1) hour comp time to maintain a forty (40) hour work week). In addition to the above, if a Landfill Employee works on a County holiday, then they will receive 1.5 times their normal rate of pay for each hour worked, up to eight (8) hours per day. Hours of work shall be from 7:30-4:00, with a standard ½ hour lunch break. After all hauler loads have been delivered for the day and all necessary service provided, Employees working on a County holiday may leave early, at their discretion, at any time after 12 noon.

C. 4/10 Employees

Employees who are permitted by the County (in its sole discretion) to work 4/10 schedules may maintain their 4/10 schedule during any week in which one or more County holidays occur, but must utilize any accrued vacation or comp time to account for any hours less than 40 that they actually work and/or are credited for during the holiday week. If any such Employee does not have such available leave, then the Employee shall account for any hours less than 40 that they work and/or are credited for during the holiday week with unpaid time off. Otherwise, said Employees shall work a regular 5/8 schedule during any holiday week.

D. 9/80 Employees

Employees who are permitted by the County (in its sole discretion) to work 9/80 schedules but who do not work in landfill positions covered by Section B shall receive paid time off in the amount of eight (8) hours for each County holiday that occurs during a work week as follows:

- (1) Whenever a County holiday occurs on a regular workday for that Employee, the eight hours shall be taken (credited) on that date only (it may not be taken on a different date). The additional one hour of time necessary for the Employee to receive full pay for that date will be contributed/deducted from the Employee's accrued vacation leave or comp time in the Employee's discretion.
- (2) Whenever a County holiday occurs on a regular day off for that Employee, the eight hours shall be credited as comp time. The County in its sole discretion shall determine whether the regular day off for an Employee on such a 9/80 schedule is Friday or Monday.

E. Employees required to work on a County holiday shall receive one and one-half (1.5) times their hourly rate for each hour worked, up to eight (8) hours per day, in addition to receiving eight (8) hours of regular pay for the holiday. In lieu of receiving pay for the

hours worked on a County holiday, an Employee may elect to receive compensatory time at the rate of one and one-half times the actual hours worked on the holiday.

ARTICLE 28. BILINGUAL PAY

- A. County shall provide two tiers of bilingual pay based on the degree of fluency needed by the County and demonstrated by an eligible Employee. Bilingual pay for the tier requiring the highest level of fluency ("Tier II") is \$250 per month, and bilingual pay for the tier requiring the lower level of fluency ("Tier I"), as determined by the County, is \$125 per month.
- B. County shall determine its needs for bilingual communication skills, including which positions qualify for pay under this paragraph and which specific languages other than English are needed for such positions. County may also require testing of bilingual fluency as it deems necessary or desirable, as a prerequisite to being eligible for bilingual pay. In offices where the County determines that only one bilingual Employee is necessary, but multiple Employees in that office possess the needed bilingual skills and desire bilingual pay, the County shall equitably rotate bilingual assignments among those Employees so each has an opportunity to earn bilingual pay during such assignments.

ARTICLE 29. EDUCATION INCENTIVE PROGRAM

- A. Employees who wish to enroll in job-related or promotion-oriented courses shall be reimbursed by County for allowable expenses related to the courses (which includes courses for certifications, licensures, CEU's, and online courses) of up to nine hundred dollars (\$900.00) per calendar year. Allowable expenses shall be actually incurred, shall include tuition costs and out-of-pocket expenses for required course material and textbooks, and shall be subject to the following:
 - (1) Courses must be taken through an accredited institution if comparable courses are not offered in local schools.
 - (2) Employees will not be granted time off from their regular work schedule to attend such courses, unless approved by the County Administrative Officer.
 - (3) Approval for the educational incentive program shall be at the discretion of the County Administrative Officer, who will determine if each specific course is job-related or promotion-oriented. The County Administrative Officer will obtain and consider the recommendation of the Employee's Department Head in each case. The County Administrative Officer's approval shall not be unreasonably withheld. Such approval shall be obtained by the Employee prior to enrollment. A copy of the written approval shall be sent by the County Administrative Officer to the Auditor's Office, the Employee's Department Head, and the Employee.

- (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 the equivalent, or actual attaining of a certification, licensure, or CEU.

ARTICLE 30. EDUCATIONAL LOAN PROGRAM

Employees are eligible to apply for educational loans as set forth in Resolution No. R04-020 of the Board of Supervisors. Note: there is no entitlement to receive such a loan and the loan, if approved by the County Administrator, is in lieu of the Education Incentive Program discussed in Article 29. Furthermore, in no event shall an Employee be eligible to receive more than one (1) loan during the entire period of their employment with the County.

ARTICLE 31. MEMBERSHIP DUES

- A. Upon notification to the County by the Union that an Employee has elected to participate in the Union, the County will deduct Union dues from Employees' paychecks as directed by Union and transmit such dues to the Union monthly.
- B. The amount of membership dues shall be set by the Union. In the event of a change in the amount of dues, the Union shall promptly notify the County in writing of the new amount and the County will implement the new dues as soon as reasonably practicable.
- C. Under no circumstances is membership in the Union a condition of County employment.
- D. Union shall defend, indemnify and hold County harmless from any and all claims against County resulting from or arising out of the provisions of this Article, or the County's implementation thereof, except where it is determined that County has acted intentionally or with malice or actual fraud.

ARTICLE 32. CONFIDENTIAL EMPLOYEES

- A. Confidential Employees shall be designated by position classification. All Confidential Employees are identified in Appendix C, which is attached hereto and made part hereof by this reference. The list shall be modified from time to time, as necessary, to reflect the addition or deletion of confidential employment positions.
- B. Confidential Employees shall not represent Union in collective bargaining or in matters

relating to personnel administration.

ARTICLE 33. MISCELLANEOUS PROVISIONS

A. Entire Agreement

Except as may be provided in specific Articles pertaining to future agreements between the parties, this MOU constitutes the entire understanding of the parties. It specifically supersedes any prior Agreement between the parties.

B. Alternate Work Schedules

County agrees that the County Administrative Officer and the Finance Director will continue to work and meet with Union regarding the evaluation of alternate work schedules, such as four (4) ten (10) hour days per week, instead of five (5) eight (8) hour days per week, for forty (40) hour per week Employees. This paragraph shall not be construed as requiring County to consider or implement unique, flexible working hours or schedules for individual Employees.

C. Inclement Weather

Employees in their discretion may take leave without pay, or may use accrued vacation, merit or CTO leave, if they have an excused absence from work due to inclement weather.

D. Amendments

The MOU may be amended only in writing after good faith negotiations between the parties. Any purported oral amendment shall be void and of no legal force or effect whatsoever.

E. Severability

If any Article or Section of this Agreement shall be held to be invalid by operation of law, or by any tribunal of competent jurisdiction, or if compliance with or any enforcement of any Article or Section should be restrained by such tribunal, the remainder of this Agreement shall not be affected thereby, and the parties may, if they agree, enter into collective bargaining negotiations for the sole purpose of arriving at a mutually satisfactory replacement for such Article or Section.

F. Proration of Stipends for Part-Time Employees

Any monetary stipend paid to an Employee pursuant to this MOU or other County policy, including but not limited to bilingual pay, shall be prorated in the case of part-time Employees.

ARTICLE 34. NO-LOCKOUT AND NO-STRIKE CLAUSE

During the term of this MOU, County agrees that it will not lock out Employees; and Union agrees that it will not engage in, encourage or approve any strike, slowdown or other work stoppage. Union will take whatever lawful steps are necessary to prevent any interruption of work in violation of this Article, recognizing with County that all matters of controversy within the scope of this MOU shall be settled by established grievance procedure.

ARTICLE 35. NON-DISCRIMINATION

- A. The County recognizes all legal rights of all Employees, including the right to join and participate in the activities of the Union, and to exercise all rights expressly and implicitly described in Section 3500 et seq. of the California Government Code, and the Meyers-Milias-Brown Act. The County shall not intimidate, restrain, coerce, or discriminate against any Employee because of the exercise of any such rights.
- B. No member, official, or representative of Union, shall in any way suffer any type of unlawful discrimination in connection with continued employment, promotion or otherwise by virtue of membership in or representation of Union.
- C. The provisions of this MOU shall apply to all Employees without discrimination because of race, religious creed, age, color, ancestry, national origin, sex, gender, gender identity, gender expression, sexual orientation, disability, genetic information, medical condition, marital status, military status or veteran status. In addition, the County shall not retaliate because of 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.
- D. The parties to this MOU agree to comply with all applicable state and federal non-discrimination laws.
- E. Only complaints of discrimination based upon paragraph B of this Article are subject to the grievance procedure contained in the County's Personnel Rules. All other complaints of discrimination are not subject to the grievance procedure and shall be addressed through the appropriate County, State and/or Federal offices.

ARTICLE 36. MANAGEMENT RIGHTS

- A. All management rights and functions, except those which are expressly abridged by this MOU, are expressly reserved by County. County may act by and through its County Administrator in exercising any management rights or powers with respect to an Employee, including but not limited to any rights or powers otherwise conferred by the County Code or County Personnel Policies on any department head or appointing authority. In the event of a conflict between the County Administrator and an Employee's department head or appointing authority, the County Administrator's decision shall prevail.
- B. The rights of County include, but are not limited to, the exclusive right to determine the mission of its constituent departments, commissions and boards; set standards of service; determine the procedures and standards of selection for employment and promotion; train, direct and assign its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other reasons not prohibited or in conflict with State or Federal law; maintain the efficiency of County operation; determine the methods, means and personnel by which County operations are to be conducted; determine the content of job classifications; take all necessary and lawful actions to carry out its mission in emergencies; and exercise complete control and discretion over its organization and the technology of performing its work. County has the right to make rules and regulations pertaining to Employees, so long as such rules and regulations do not violate this MOU and are not prohibited by or in conflict with State or Federal law.
- C. County shall continue to exercise the authority vested in it by County Code and Personnel Rules & Regulations as they may be amended from time to time. The explicit provisions of this MOU, however, constitute the negotiated agreements between the parties and shall prevail in all terms and conditions as agreed between the parties.
- D. Nothing herein may be construed to limit the ability of the parties to voluntarily consult on any matter outside the scope of representation.

ARTICLE 37. PERSONNEL RULE REVISIONS

Union agrees to the County's revised personnel rules attached to this MOU, which shall supersede all provisions previously agreed upon by Union and County. Notwithstanding any other provision of this MOU, the parties agree that County may propose revisions to such 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, where required under that Act. Union agrees that the attached revised personnel rules shall apply to all Employees.

EXECUTION

IN WITNESS of the foregoing provisions, the parties have signed this Agreement below through their duly-authorized representatives:

Local 39/Union:

BART FLORENCE, Business Manager

STAHLI ROBERT ALDRICH, President

STEVE CROUCH, Director of Public Employees

County of Mono:

STACY CORLESS, Board Chair
Board of Supervisors

STACEY SIMON, County Counsel

Local 39/Union Members/Negotiators:

KIMBERLY BUNN, Member/Negotiator

JUDY CURTI, Member/Negotiator

WILLIAM CZECHIN, Member/Negotiator

JAMIE MORLEY, Member/Negotiator

DONALD NUNN, Member/Negotiator

LEAH ROMAN, Member/Negotiator

JERRY FREDERICK, Business Representative

MCPE Pay Matrix - 2020

Reflects a 2% COLA plus a 3% market equity increase effective January 1, 2020

Grade	Pay Rate	Steps				
		A	B	C	D	E
38	Annual	28,198	29,608	31,089	32,643	34,275
	Hrly	13.56	14.23	14.95	15.69	16.48
39	Annual	28,903	30,348	31,866	33,459	35,132
	Hrly	13.90	14.59	15.32	16.09	16.89
40	Annual	29,626	31,107	32,662	34,295	36,010
	Hrly	14.24	14.96	15.70	16.49	17.31
41	Annual	30,366	31,885	33,479	35,153	36,911
	Hrly	14.60	15.33	16.10	16.90	17.75
42	Annual	31,126	32,682	34,316	36,032	37,833
	Hrly	14.96	15.71	16.50	17.32	18.19
43	Annual	31,904	33,499	35,174	36,932	38,779
	Hrly	15.34	16.11	16.91	17.76	18.64
44	Annual	32,701	34,336	36,053	37,856	39,749
	Hrly	15.72	16.51	17.33	18.20	19.11
45	Annual	33,519	35,195	36,954	38,802	40,742
	Hrly	16.11	16.92	17.77	18.65	19.59
46	Annual	34,357	36,075	37,878	39,772	41,761
	Hrly	16.52	17.34	18.21	19.12	20.08
47	Annual	35,216	36,976	38,825	40,767	42,805
	Hrly	16.93	17.78	18.67	19.60	20.58
48	Annual	36,096	37,901	39,796	41,786	43,875
	Hrly	17.35	18.22	19.13	20.09	21.09
49	Annual	36,998	38,848	40,791	42,830	44,972
	Hrly	17.79	18.68	19.61	20.59	21.62
50	Annual	37,923	39,820	41,811	43,901	46,096
	Hrly	18.23	19.14	20.10	21.11	22.16
51	Annual	38,872	40,815	42,856	44,999	47,249
	Hrly	18.69	19.62	20.60	21.63	22.72
52	Annual	39,843	41,835	43,927	46,124	48,430
	Hrly	19.16	20.11	21.12	22.17	23.28
53	Annual	40,839	42,881	45,025	47,277	49,641
	Hrly	19.63	20.62	21.65	22.73	23.87
54	Annual	41,860	43,953	46,151	48,459	50,882
	Hrly	20.13	21.13	22.19	23.30	24.46
55	Annual	42,907	45,052	47,305	49,670	52,154
	Hrly	20.63	21.66	22.74	23.88	25.07
56	Annual	43,980	46,179	48,487	50,912	53,457
	Hrly	21.14	22.20	23.31	24.48	25.70
57	Annual	45,079	47,333	49,700	52,185	54,794
	Hrly	21.67	22.76	23.89	25.09	26.34
58	Annual	46,206	48,516	50,942	53,489	56,164
	Hrly	22.21	23.33	24.49	25.72	27.00
59	Annual	47,361	49,729	52,216	54,826	57,568
	Hrly	22.77	23.91	25.10	26.36	27.68
60	Annual	48,545	50,972	53,521	56,197	59,007
	Hrly	23.34	24.51	25.73	27.02	28.37
61	Annual	49,759	52,247	54,859	57,602	60,482
	Hrly	23.92	25.12	26.37	27.69	29.08

62	Annual	51,003	53,553	56,231	59,042	61,994
	Hrly	24.52	25.75	27.03	28.39	29.80
63	Annual	52,278	54,892	57,636	60,518	63,544
	Hrly	25.13	26.39	27.71	29.10	30.55
64	Annual	53,585	56,264	59,077	62,031	65,133
	Hrly	25.76	27.05	28.40	29.82	31.31
65	Annual	54,924	57,671	60,554	63,582	66,761
	Hrly	26.41	27.73	29.11	30.57	32.10
66	Annual	56,298	59,112	62,068	65,171	68,430
	Hrly	27.07	28.42	29.84	31.33	32.90
67	Annual	57,705	60,590	63,620	66,801	70,141
	Hrly	27.74	29.13	30.59	32.12	33.72
68	Annual	59,148	62,105	65,210	68,471	71,894
	Hrly	28.44	29.86	31.35	32.92	34.56
69	Annual	60,626	63,658	66,840	70,183	73,692
	Hrly	29.15	30.60	32.13	33.74	35.43
70	Annual	62,142	65,249	68,512	71,937	75,534
	Hrly	29.88	31.37	32.94	34.59	36.31
71	Annual	63,696	66,880	70,224	73,736	77,422
	Hrly	30.62	32.15	33.76	35.45	37.22
72	Annual	65,288	68,552	71,980	75,579	79,358
	Hrly	31.39	32.96	34.61	36.34	38.15
73	Annual	66,920	70,266	73,779	77,468	81,342
	Hrly	32.17	33.78	35.47	37.24	39.11
74	Annual	68,593	72,023	75,624	79,405	83,375
	Hrly	32.98	34.63	36.36	38.18	40.08
75	Annual	70,308	73,823	77,514	81,390	85,460
	Hrly	33.80	35.49	37.27	39.13	41.09
76	Annual	72,066	75,669	79,452	83,425	87,596
	Hrly	34.65	36.38	38.20	40.11	42.11
77	Annual	73,867	77,561	81,439	85,511	89,786
	Hrly	35.51	37.29	39.15	41.11	43.17
78	Annual	75,714	79,500	83,475	87,648	92,031
	Hrly	36.40	38.22	40.13	42.14	44.25
79	Annual	77,607	81,487	85,561	89,840	94,332
	Hrly	37.31	39.18	41.14	43.19	45.35
80	Annual	79,547	83,524	87,701	92,086	96,690
	Hrly	38.24	40.16	42.16	44.27	46.49
81	Annual	81,536	85,612	89,893	94,388	99,107
	Hrly	39.20	41.16	43.22	45.38	47.65
82	Annual	83,574	87,753	92,140	96,747	101,585
	Hrly	40.18	42.19	44.30	46.51	48.84
83	Annual	85,663	89,947	94,444	99,166	104,124
	Hrly	41.18	43.24	45.41	47.68	50.06
84	Annual	87,805	92,195	96,805	101,645	106,727
	Hrly	42.21	44.32	46.54	48.87	51.31
85	Annual	90,000	94,500	99,225	104,186	109,396
	Hrly	43.27	45.43	47.70	50.09	52.59
86	Annual	92,250	96,863	101,706	106,791	112,131
	Hrly	44.35	46.57	48.90	51.34	53.91
87	Annual	94,556	99,284	104,248	109,461	114,934
	Hrly	45.46	47.73	50.12	52.63	55.26
88	Annual	96,920	101,766	106,855	112,197	117,807
	Hrly	46.60	48.93	51.37	53.94	56.64

89	Annual	99,343	104,310	109,526	115,002	120,752
	Hrly	47.76	50.15	52.66	55.29	58.05
90	Annual	101,827	106,918	112,264	117,877	123,771
	Hrly	48.96	51.40	53.97	56.67	59.51
91	Annual	104,373	109,591	115,071	120,824	126,865
	Hrly	50.18	52.69	55.32	58.09	60.99
92	Annual	106,982	112,331	117,947	123,845	130,037
	Hrly	51.43	54.01	56.71	59.54	62.52
93	Annual	109,656	115,139	120,896	126,941	133,288
	Hrly	52.72	55.36	58.12	61.03	64.08
94	Annual	112,398	118,018	123,919	130,114	136,620
	Hrly	54.04	56.74	59.58	62.56	65.68
95	Annual	115,208	120,968	127,017	133,367	140,036
	Hrly	55.39	58.16	61.07	64.12	67.32

MCPE Pay Matrix - 2021

Reflects a 2% COLA effective January 1, 2021

Grade	Pay Rate	Steps				
		A	B	C	D	E
38	Annual	28,762	30,200	31,710	33,296	34,961
	Hrly	13.83	14.52	15.25	16.01	16.81
39	Annual	29,481	30,955	32,503	34,128	35,835
	Hrly	14.17	14.88	15.63	16.41	17.23
40	Annual	30,218	31,729	33,316	34,981	36,730
	Hrly	14.53	15.25	16.02	16.82	17.66
41	Annual	30,974	32,522	34,148	35,856	37,649
	Hrly	14.89	15.64	16.42	17.24	18.10
42	Annual	31,748	33,335	35,002	36,752	38,590
	Hrly	15.26	16.03	16.83	17.67	18.55
43	Annual	32,542	34,169	35,877	37,671	39,555
	Hrly	15.65	16.43	17.25	18.11	19.02
44	Annual	33,355	35,023	36,774	38,613	40,544
	Hrly	16.04	16.84	17.68	18.56	19.49
45	Annual	34,189	35,899	37,694	39,578	41,557
	Hrly	16.44	17.26	18.12	19.03	19.98
46	Annual	35,044	36,796	38,636	40,568	42,596
	Hrly	16.85	17.69	18.57	19.50	20.48
47	Annual	35,920	37,716	39,602	41,582	43,661
	Hrly	17.27	18.13	19.04	19.99	20.99
48	Annual	36,818	38,659	40,592	42,621	44,752
	Hrly	17.70	18.59	19.52	20.49	21.52
49	Annual	37,738	39,625	41,607	43,687	45,871
	Hrly	18.14	19.05	20.00	21.00	22.05
50	Annual	38,682	40,616	42,647	44,779	47,018
	Hrly	18.60	19.53	20.50	21.53	22.60
51	Annual	39,649	41,631	43,713	45,899	48,194
	Hrly	19.06	20.02	21.02	22.07	23.17
52	Annual	40,640	42,672	44,806	47,046	49,398
	Hrly	19.54	20.52	21.54	22.62	23.75
53	Annual	41,656	43,739	45,926	48,222	50,633
	Hrly	20.03	21.03	22.08	23.18	24.34
54	Annual	42,698	44,832	47,074	49,428	51,899
	Hrly	20.53	21.55	22.63	23.76	24.95
55	Annual	43,765	45,953	48,251	50,663	53,197
	Hrly	21.04	22.09	23.20	24.36	25.58
56	Annual	44,859	47,102	49,457	51,930	54,527
	Hrly	21.57	22.65	23.78	24.97	26.21
57	Annual	45,981	48,280	50,694	53,228	55,890
	Hrly	22.11	23.21	24.37	25.59	26.87
58	Annual	47,130	49,487	51,961	54,559	57,287
	Hrly	22.66	23.79	24.98	26.23	27.54
59	Annual	48,308	50,724	53,260	55,923	58,719
	Hrly	23.23	24.39	25.61	26.89	28.23
60	Annual	49,516	51,992	54,592	57,321	60,187
	Hrly	23.81	25.00	26.25	27.56	28.94
61	Annual	50,754	53,292	55,956	58,754	61,692
	Hrly	24.40	25.62	26.90	28.25	29.66

62	Annual	52,023	54,624	57,355	60,223	63,234
	Hrly	25.01	26.26	27.57	28.95	30.40
63	Annual	53,323	55,990	58,789	61,729	64,815
	Hrly	25.64	26.92	28.26	29.68	31.16
64	Annual	54,657	57,389	60,259	63,272	66,435
	Hrly	26.28	27.59	28.97	30.42	31.94
65	Annual	56,023	58,824	61,765	64,854	68,096
	Hrly	26.93	28.28	29.69	31.18	32.74
66	Annual	57,424	60,295	63,309	66,475	69,799
	Hrly	27.61	28.99	30.44	31.96	33.56
67	Annual	58,859	61,802	64,892	68,137	71,544
	Hrly	28.30	29.71	31.20	32.76	34.40
68	Annual	60,331	63,347	66,514	69,840	73,332
	Hrly	29.01	30.46	31.98	33.58	35.26
69	Annual	61,839	64,931	68,177	71,586	75,165
	Hrly	29.73	31.22	32.78	34.42	36.14
70	Annual	63,385	66,554	69,882	73,376	77,045
	Hrly	30.47	32.00	33.60	35.28	37.04
71	Annual	64,969	68,218	71,629	75,210	78,971
	Hrly	31.24	32.80	34.44	36.16	37.97
72	Annual	66,594	69,923	73,420	77,090	80,945
	Hrly	32.02	33.62	35.30	37.06	38.92
73	Annual	68,258	71,671	75,255	79,018	82,969
	Hrly	32.82	34.46	36.18	37.99	39.89
74	Annual	69,965	73,463	77,136	80,993	85,043
	Hrly	33.64	35.32	37.08	38.94	40.89
75	Annual	71,714	75,300	79,065	83,018	87,169
	Hrly	34.48	36.20	38.01	39.91	41.91
76	Annual	73,507	77,182	81,041	85,093	89,348
	Hrly	35.34	37.11	38.96	40.91	42.96
77	Annual	75,345	79,112	83,067	87,221	91,582
	Hrly	36.22	38.03	39.94	41.93	44.03
78	Annual	77,228	81,090	85,144	89,401	93,871
	Hrly	37.13	38.99	40.93	42.98	45.13
79	Annual	79,159	83,117	87,273	91,636	96,218
	Hrly	38.06	39.96	41.96	44.06	46.26
80	Annual	81,138	85,195	89,455	93,927	98,624
	Hrly	39.01	40.96	43.01	45.16	47.42
81	Annual	83,166	87,325	91,691	96,275	101,089
	Hrly	39.98	41.98	44.08	46.29	48.60
82	Annual	85,246	89,508	93,983	98,682	103,616
	Hrly	40.98	43.03	45.18	47.44	49.82
83	Annual	87,377	91,745	96,333	101,149	106,207
	Hrly	42.01	44.11	46.31	48.63	51.06
84	Annual	89,561	94,039	98,741	103,678	108,862
	Hrly	43.06	45.21	47.47	49.85	52.34
85	Annual	91,800	96,390	101,210	106,270	111,584
	Hrly	44.13	46.34	48.66	51.09	53.65
86	Annual	94,095	98,800	103,740	108,927	114,373
	Hrly	45.24	47.50	49.87	52.37	54.99
87	Annual	96,447	101,270	106,333	111,650	117,233
	Hrly	46.37	48.69	51.12	53.68	56.36
88	Annual	98,859	103,802	108,992	114,441	120,163
	Hrly	47.53	49.90	52.40	55.02	57.77

89	Annual	101,330	106,397	111,716	117,302	123,167
	Hrly	48.72	51.15	53.71	56.40	59.22
90	Annual	103,863	109,057	114,509	120,235	126,247
	Hrly	49.93	52.43	55.05	57.81	60.70
91	Annual	106,460	111,783	117,372	123,241	129,403
	Hrly	51.18	53.74	56.43	59.25	62.21
92	Annual	109,121	114,578	120,306	126,322	132,638
	Hrly	52.46	55.09	57.84	60.73	63.77
93	Annual	111,849	117,442	123,314	129,480	135,954
	Hrly	53.77	56.46	59.29	62.25	65.36
94	Annual	114,646	120,378	126,397	132,717	139,353
	Hrly	55.12	57.87	60.77	63.81	67.00
95	Annual	117,512	123,387	129,557	136,035	142,836
	Hrly	56.50	59.32	62.29	65.40	68.67

MCPE Pay Matrix - 2022

Reflects a 2% COLA effective January 1, 2022

Grade	Pay Rate	Steps				
		A	B	C	D	E
38	Annual	29,337	30,804	32,344	33,962	35,660
	Hrly	14.10	14.81	15.55	16.33	17.14
39	Annual	30,071	31,574	33,153	34,811	36,551
	Hrly	14.46	15.18	15.94	16.74	17.57
40	Annual	30,823	32,364	33,982	35,681	37,465
	Hrly	14.82	15.56	16.34	17.15	18.01
41	Annual	31,593	33,173	34,831	36,573	38,402
	Hrly	15.19	15.95	16.75	17.58	18.46
42	Annual	32,383	34,002	35,702	37,487	39,362
	Hrly	15.57	16.35	17.16	18.02	18.92
43	Annual	33,193	34,852	36,595	38,425	40,346
	Hrly	15.96	16.76	17.59	18.47	19.40
44	Annual	34,022	35,724	37,510	39,385	41,354
	Hrly	16.36	17.17	18.03	18.94	19.88
45	Annual	34,873	36,617	38,447	40,370	42,388
	Hrly	16.77	17.60	18.48	19.41	20.38
46	Annual	35,745	37,532	39,409	41,379	43,448
	Hrly	17.18	18.04	18.95	19.89	20.89
47	Annual	36,638	38,470	40,394	42,414	44,534
	Hrly	17.61	18.50	19.42	20.39	21.41
48	Annual	37,554	39,432	41,404	43,474	45,648
	Hrly	18.05	18.96	19.91	20.90	21.95
49	Annual	38,493	40,418	42,439	44,561	46,789
	Hrly	18.51	19.43	20.40	21.42	22.49
50	Annual	39,456	41,428	43,500	45,675	47,958
	Hrly	18.97	19.92	20.91	21.96	23.06
51	Annual	40,442	42,464	44,587	46,817	49,157
	Hrly	19.44	20.42	21.44	22.51	23.63
52	Annual	41,453	43,526	45,702	47,987	50,386
	Hrly	19.93	20.93	21.97	23.07	24.22
53	Annual	42,489	44,614	46,844	49,187	51,646
	Hrly	20.43	21.45	22.52	23.65	24.83
54	Annual	43,552	45,729	48,016	50,416	52,937
	Hrly	20.94	21.99	23.08	24.24	25.45

55	Annual	44,640	46,872	49,216	51,677	54,261
	Hrly	21.46	22.53	23.66	24.84	26.09
56	Annual	45,756	48,044	50,446	52,969	55,617
	Hrly	22.00	23.10	24.25	25.47	26.74
57	Annual	46,900	49,245	51,708	54,293	57,008
	Hrly	22.55	23.68	24.86	26.10	27.41
58	Annual	48,073	50,476	53,000	55,650	58,433
	Hrly	23.11	24.27	25.48	26.75	28.09
59	Annual	49,275	51,738	54,325	57,041	59,894
	Hrly	23.69	24.87	26.12	27.42	28.79
60	Annual	50,506	53,032	55,683	58,468	61,391
	Hrly	24.28	25.50	26.77	28.11	29.51
61	Annual	51,769	54,358	57,075	59,929	62,926
	Hrly	24.89	26.13	27.44	28.81	30.25
62	Annual	53,063	55,716	58,502	61,427	64,499
	Hrly	25.51	26.79	28.13	29.53	31.01
63	Annual	54,390	57,109	59,965	62,963	66,111
	Hrly	26.15	27.46	28.83	30.27	31.78
64	Annual	55,750	58,537	61,464	64,537	67,764
	Hrly	26.80	28.14	29.55	31.03	32.58
65	Annual	57,143	60,001	63,001	66,151	69,458
	Hrly	27.47	28.85	30.29	31.80	33.39
66	Annual	58,572	61,501	64,576	67,804	71,195
	Hrly	28.16	29.57	31.05	32.60	34.23
67	Annual	60,036	63,038	66,190	69,499	72,974
	Hrly	28.86	30.31	31.82	33.41	35.08
68	Annual	61,537	64,614	67,845	71,237	74,799
	Hrly	29.59	31.06	32.62	34.25	35.96
69	Annual	63,076	66,229	69,541	73,018	76,669
	Hrly	30.32	31.84	33.43	35.10	36.86
70	Annual	64,652	67,885	71,279	74,843	78,586
	Hrly	31.08	32.64	34.27	35.98	37.78
71	Annual	66,269	69,582	73,061	76,714	80,550
	Hrly	31.86	33.45	35.13	36.88	38.73
72	Annual	67,926	71,322	74,888	78,632	82,564
	Hrly	32.66	34.29	36.00	37.80	39.69
73	Annual	69,624	73,105	76,760	80,598	84,628
	Hrly	33.47	35.15	36.90	38.75	40.69
74	Annual	71,364	74,932	78,679	82,613	86,744
	Hrly	34.31	36.03	37.83	39.72	41.70

75	Annual	73,148	76,806	80,646	84,678	88,912
	Hrly	35.17	36.93	38.77	40.71	42.75
76	Annual	74,977	78,726	82,662	86,795	91,135
	Hrly	36.05	37.85	39.74	41.73	43.81
77	Annual	76,852	80,694	84,729	88,965	93,413
	Hrly	36.95	38.80	40.73	42.77	44.91
78	Annual	78,773	82,711	86,847	91,189	95,749
	Hrly	37.87	39.77	41.75	43.84	46.03
79	Annual	80,742	84,779	89,018	93,469	98,143
	Hrly	38.82	40.76	42.80	44.94	47.18
80	Annual	82,761	86,899	91,244	95,806	100,596
	Hrly	39.79	41.78	43.87	46.06	48.36
81	Annual	84,830	89,071	93,525	98,201	103,111
	Hrly	40.78	42.82	44.96	47.21	49.57
82	Annual	86,950	91,298	95,863	100,656	105,689
	Hrly	41.80	43.89	46.09	48.39	50.81
83	Annual	89,124	93,580	98,259	103,172	108,331
	Hrly	42.85	44.99	47.24	49.60	52.08
84	Annual	91,352	95,920	100,716	105,752	111,039
	Hrly	43.92	46.12	48.42	50.84	53.38
85	Annual	93,636	98,318	103,234	108,395	113,815
	Hrly	45.02	47.27	49.63	52.11	54.72
86	Annual	95,977	100,776	105,815	111,105	116,661
	Hrly	46.14	48.45	50.87	53.42	56.09
87	Annual	98,376	103,295	108,460	113,883	119,577
	Hrly	47.30	49.66	52.14	54.75	57.49
88	Annual	100,836	105,878	111,172	116,730	122,567
	Hrly	48.48	50.90	53.45	56.12	58.93
89	Annual	103,357	108,525	113,951	119,648	125,631
	Hrly	49.69	52.18	54.78	57.52	60.40
90	Annual	105,941	111,238	116,800	122,640	128,772
	Hrly	50.93	53.48	56.15	58.96	61.91
91	Annual	108,589	114,019	119,720	125,706	131,991
	Hrly	52.21	54.82	57.56	60.44	63.46
92	Annual	111,304	116,869	122,713	128,848	135,291
	Hrly	53.51	56.19	59.00	61.95	65.04
93	Annual	114,086	119,791	125,780	132,069	138,673
	Hrly	54.85	57.59	60.47	63.49	66.67
94	Annual	116,939	122,786	128,925	135,371	142,140
	Hrly	56.22	59.03	61.98	65.08	68.34

95	Annual	119,862	125,855	132,148	138,755	145,693
	Hrly	57.63	60.51	63.53	66.71	70.04

MCPE Pay Matrix - 2023

Reflects a 2% COLA effective January 1, 2023

		Steps				
Grade	Pay Rate	A	B	C	D	E
38	Annual	29,924	31,420	32,991	34,641	36,373
	Hrly	14.39	15.11	15.86	16.65	17.49
39	Annual	30,672	32,206	33,816	35,507	37,282
	Hrly	14.75	15.48	16.26	17.07	17.92
40	Annual	31,439	33,011	34,662	36,395	38,214
	Hrly	15.11	15.87	16.66	17.50	18.37
41	Annual	32,225	33,836	35,528	37,305	39,170
	Hrly	15.49	16.27	17.08	17.93	18.83
42	Annual	33,031	34,682	36,416	38,237	40,149
	Hrly	15.88	16.67	17.51	18.38	19.30
43	Annual	33,856	35,549	37,327	39,193	41,153
	Hrly	16.28	17.09	17.95	18.84	19.78
44	Annual	34,703	36,438	38,260	40,173	42,182
	Hrly	16.68	17.52	18.39	19.31	20.28
45	Annual	35,570	37,349	39,216	41,177	43,236
	Hrly	17.10	17.96	18.85	19.80	20.79
46	Annual	36,460	38,283	40,197	42,207	44,317
	Hrly	17.53	18.41	19.33	20.29	21.31
47	Annual	37,371	39,240	41,202	43,262	45,425
	Hrly	17.97	18.87	19.81	20.80	21.84
48	Annual	38,305	40,221	42,232	44,343	46,560
	Hrly	18.42	19.34	20.30	21.32	22.38
49	Annual	39,263	41,226	43,288	45,452	47,725
	Hrly	18.88	19.82	20.81	21.85	22.94
50	Annual	40,245	42,257	44,370	46,588	48,918
	Hrly	19.35	20.32	21.33	22.40	23.52
51	Annual	41,251	43,313	45,479	47,753	50,141
	Hrly	19.83	20.82	21.86	22.96	24.11
52	Annual	42,282	44,396	46,616	48,947	51,394
	Hrly	20.33	21.34	22.41	23.53	24.71
53	Annual	43,339	45,506	47,781	50,170	52,679
	Hrly	20.84	21.88	22.97	24.12	25.33
54	Annual	44,423	46,644	48,976	51,425	53,996
	Hrly	21.36	22.42	23.55	24.72	25.96

55	Annual	45,533	47,810	50,200	52,710	55,346
	Hrly	21.89	22.99	24.13	25.34	26.61
56	Annual	46,671	49,005	51,455	54,028	56,729
	Hrly	22.44	23.56	24.74	25.98	27.27
57	Annual	47,838	50,230	52,742	55,379	58,148
	Hrly	23.00	24.15	25.36	26.62	27.96
58	Annual	49,034	51,486	54,060	56,763	59,601
	Hrly	23.57	24.75	25.99	27.29	28.65
59	Annual	50,260	52,773	55,412	58,182	61,091
	Hrly	24.16	25.37	26.64	27.97	29.37
60	Annual	51,517	54,092	56,797	59,637	62,619
	Hrly	24.77	26.01	27.31	28.67	30.11
61	Annual	52,804	55,445	58,217	61,128	64,184
	Hrly	25.39	26.66	27.99	29.39	30.86
62	Annual	54,125	56,831	59,672	62,656	65,789
	Hrly	26.02	27.32	28.69	30.12	31.63
63	Annual	55,478	58,252	61,164	64,222	67,433
	Hrly	26.67	28.01	29.41	30.88	32.42
64	Annual	56,865	59,708	62,693	65,828	69,119
	Hrly	27.34	28.71	30.14	31.65	33.23
65	Annual	58,286	61,201	64,261	67,474	70,847
	Hrly	28.02	29.42	30.89	32.44	34.06
66	Annual	59,743	62,731	65,867	69,160	72,618
	Hrly	28.72	30.16	31.67	33.25	34.91
67	Annual	61,237	64,299	67,514	70,889	74,434
	Hrly	29.44	30.91	32.46	34.08	35.79
68	Annual	62,768	65,906	69,202	72,662	76,295
	Hrly	30.18	31.69	33.27	34.93	36.68
69	Annual	64,337	67,554	70,932	74,478	78,202
	Hrly	30.93	32.48	34.10	35.81	37.60
70	Annual	65,946	69,243	72,705	76,340	80,157
	Hrly	31.70	33.29	34.95	36.70	38.54
71	Annual	67,594	70,974	74,523	78,249	82,161
	Hrly	32.50	34.12	35.83	37.62	39.50
72	Annual	69,284	72,748	76,386	80,205	84,215
	Hrly	33.31	34.98	36.72	38.56	40.49
73	Annual	71,016	74,567	78,295	82,210	86,321
	Hrly	34.14	35.85	37.64	39.52	41.50
74	Annual	72,792	76,431	80,253	84,265	88,479
	Hrly	35.00	36.75	38.58	40.51	42.54

75	Annual	74,611	78,342	82,259	86,372	90,691
	Hrly	35.87	37.66	39.55	41.52	43.60
76	Annual	76,477	80,300	84,315	88,531	92,958
	Hrly	36.77	38.61	40.54	42.56	44.69
77	Annual	78,389	82,308	86,423	90,745	95,282
	Hrly	37.69	39.57	41.55	43.63	45.81
78	Annual	80,348	84,366	88,584	93,013	97,664
	Hrly	38.63	40.56	42.59	44.72	46.95
79	Annual	82,357	86,475	90,799	95,338	100,105
	Hrly	39.59	41.57	43.65	45.84	48.13
80	Annual	84,416	88,637	93,069	97,722	102,608
	Hrly	40.58	42.61	44.74	46.98	49.33
81	Annual	86,526	90,853	95,395	100,165	105,173
	Hrly	41.60	43.68	45.86	48.16	50.56
82	Annual	88,689	93,124	97,780	102,669	107,803
	Hrly	42.64	44.77	47.01	49.36	51.83
83	Annual	90,907	95,452	100,225	105,236	110,498
	Hrly	43.71	45.89	48.18	50.59	53.12
84	Annual	93,179	97,838	102,730	107,867	113,260
	Hrly	44.80	47.04	49.39	51.86	54.45
85	Annual	95,509	100,284	105,298	110,563	116,092
	Hrly	45.92	48.21	50.62	53.16	55.81
86	Annual	97,897	102,791	107,931	113,327	118,994
	Hrly	47.07	49.42	51.89	54.48	57.21
87	Annual	100,344	105,361	110,629	116,161	121,969
	Hrly	48.24	50.65	53.19	55.85	58.64
88	Annual	102,853	107,995	113,395	119,065	125,018
	Hrly	49.45	51.92	54.52	57.24	60.10
89	Annual	105,424	110,695	116,230	122,041	128,143
	Hrly	50.68	53.22	55.88	58.67	61.61
90	Annual	108,059	113,462	119,136	125,092	131,347
	Hrly	51.95	54.55	57.28	60.14	63.15
91	Annual	110,761	116,299	122,114	128,220	134,631
	Hrly	53.25	55.91	58.71	61.64	64.73
92	Annual	113,530	119,206	125,167	131,425	137,996
	Hrly	54.58	57.31	60.18	63.19	66.34
93	Annual	116,368	122,187	128,296	134,711	141,446
	Hrly	55.95	58.74	61.68	64.76	68.00
94	Annual	119,277	125,241	131,503	138,079	144,982
	Hrly	57.34	60.21	63.22	66.38	69.70

95	Annual	122,259	128,372	134,791	141,530	148,607
	Hrly	58.78	61.72	64.80	68.04	71.45

APPENDIX B

Market Alignment Adjustments

Effective January 1, 2020

Department	Position	Current Grade	New Grade
ANIMAL CONTROL	ANIMAL SHELTER ATTENDANT	45	47
ANIMAL CONTROL	ANIMAL CONTROL OFFICER I	48	50
ANIMAL CONTROL	ANIMAL CONTROL OFFICER II	50	52
ANIMAL CONTROL	ANIMAL CONTROL PROGRAM COORD	63	67
BEHAVIORAL HEALTH	OFFICE ASSISTANT II	43	49
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST I	67	70
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST II	71	74
BEHAVIORAL HEALTH	PSYCHIATRIC SPECIALIST III	75	78
BEHAVIORAL HEALTH	FISCAL & ADMIN SERVICE OFFICER	77	79
BEHAVIORAL HEALTH	CLINICAL SUPERVISOR	79	82
COMMUNITY DEVELOPMENT	PERMIT TECHNICIAN	62	64
COMMUNITY DEVELOPMENT	ADMIN SECRETARY PLAN COMMISS	63	65
COMMUNITY DEVELOPMENT	ASSISTANT PLANNER	64	66
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST I	64	66
COMMUNITY DEVELOPMENT	COMMUNITY DEVELOPMENT ANALYST II	68	70
COMMUNITY DEVELOPMENT	COMM DEVELOPMENT ANALYST III-CODE	72	74
COMMUNITY DEVELOPMENT	BUILDING INSPECTOR I	60	63
COMMUNITY DEVELOPMENT	BUILDING INSPECTOR II	66	69
COMMUNITY DEVELOPMENT	BUILDING INSPECTOR III	72	74
COMMUNITY DEVELOPMENT	PRINICIPAL PLANNER	76	78
PUBLIC HEALTH	EMERGENCY PREPAREDNESS MANAGER	70	75
PUBLIC HEALTH	TOBACCO CONTROL PROGRAM COORDINATOR	70	75
PUBLIC HEALTH	WIC PROGRAM MGR/REG DIETICIAN	70	75
PUBLIC HEALTH	FISCAL & ADMIN SERVICE OFFICER	77	79
PUBLIC WORKS	MAINTENANCE WORKER I-FACILITIES	49	51
PUBLIC WORKS	MAINTENANCE WORKER II-FACILITIES	53	55
PUBLIC WORKS	MAINTENANCE WORKER III-FACILITIES	57	59
PUBLIC WORKS	MAINTENANCE LEADWORKER	61	63
PUBLIC WORKS	MAINTENANCE CRAFTSWORKER	61	63
PUBLIC WORKS	MAINTENANCE WORK ORDER TECHNICIAN	59	61
PUBLIC WORKS	MAINTENANCE WORKER I-ROADS	49	51
PUBLIC WORKS	MAINTENANCE WORKER II-ROADS	53	55
PUBLIC WORKS	MAINTENANCE WORKER III-ROADS	57	59
PUBLIC WORKS	PW MAINTENANCE SUPERVISOR	63	67
PUBLIC WORKS	EQUIPMENT MECHANIC I	54	56
PUBLIC WORKS	EQUIPMENT MECHANIC II	58	60
PUBLIC WORKS	EQUIPMENT MECHANIC III	62	64

PUBLIC WORKS	LEAD EQUIPMENT MECHANIC	66	68
SOCIAL SERVICES	OFFICE ASSISTANT I	39	45
SOCIAL SERVICES	SENIOR SERVICES COOK/DRIVER	43	45
SOCIAL SERVICES	SENIOR SERVICES COOK/DRIVER	43	45
SOCIAL SERVICES	SOCIAL SERVICES AIDE	50	55
SOCIAL SERVICES	SOCIAL WORKER I	53	63
SOCIAL SERVICES	SOCIAL WORKER II	57	65
SOCIAL SERVICES	SOCIAL WORKER III	61	69

APPENDIX C

Confidential Employees

Persons holding any of the following positions are “confidential employees” as described in the Memorandum of Understanding between the County of Mono and the International Union of Operating Engineers, Stationary Local 39, AFL-CIO, on behalf of MCPE.

POSITION

OFFICE

Human Resources Generalist

County Administrative Office

Administrative Services Specialist

County Administrative Office

Fiscal and Technical Specialist

County Administrative Office

Administrative Services Specialist

County Counsel

APPENDIX D

*TO MEMORANDUM OF UNDERSTANDING BETWEEN
COUNTY OF MONO AND INTERNATIONAL UNION OF OPERATING ENGINEERS,
STATIONARY LOCAL 39, AFL-CIO ON BEHALF OF MONO COUNTY PUBLIC EMPLOYEES
APPROVED FEBRUARY 4, 2020*

MONO COUNTY PERSONNEL SYSTEM [MCPE]

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- 300 Leave of Absence Due to Critical Illness in Family
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360	Administrative Leave
370	Leave of Absence Without Pay
380	Employee Standards of Conduct
390	Discrimination Prohibited
400	Retaliation Prohibited
410	Anti-Harassment Policy
420	Investigative and Corrective Action for Complaints of Discrimination and/or Discriminatory Harassment
430	Anti-Violence in the Workplace Policy
440	Improper Political Activity
450	Outside Employment/Restrictions
460	Drug and Alcohol Policy
470	Computer/Electronic Mail/Voice Mail/Internet Policy
480	Job Abandonment
490	Disciplinary Action – General
500	Disciplinary Action - Authority
510	Disciplinary Action – Types
520	Disciplinary Action – Grounds
530	Disciplinary Action – Effective Date
540	Personnel Appeals Board
550	Personnel Appeals Board – Appeal Procedure
560	Grievance – Definitions
570	Grievance - General Rules
580	Grievance – Procedure
590	Grievance – Confidentiality
600	Layoff
610	Personnel Records
620	Travel
630	Travel Authorization
640	Travel Reimbursement
650	Travel Advance
660	Travel Claim Procedure
670	Employer/Employee Relations Policy

010 Short Title

These Personnel Rules, Policies & Procedures shall be known as the “Mono County Personnel System.”

020 Application

The provisions of this Personnel System apply to all County employees whose positions are represented by the Mono County Public Employees (MCPE) bargaining unit unless a specific policy and/or procedure indicates otherwise. Exceptions to the application of this chapter are as follows:

A. If a provision of this chapter is in conflict with a provision of an applicable collective bargaining agreement negotiated between the County and a recognized employee organization, to the extent of such conflict, the provision of the bargaining agreement shall be controlling unless the provision in this chapter has been negotiated more recently.

B. Should a conflict exist between the provisions of this chapter and any state or federal law, the provisions of such state or federal law shall prevail.

030 No Contract Created

No provision in this chapter creates a contract of employment, expressed or implied, or any rights in the nature of a contract.

040 Right to Amend, Delete or Suspend

Any provision of this chapter may be amended by adding to, deleting or changing the provision, by action of the Board of Supervisors. Any provision may be suspended by action of the Board of Supervisors. The County will not take any action to amend, delete, or suspend a provision of this chapter without first meeting and conferring with the majority representatives of affected bargaining units. The County Administrative Officer (CAO) may issue administrative policies and procedures in addition to the rules set forth in this chapter that are not inconsistent with or conflict with the provisions of this chapter or any collective bargaining agreement. This chapter may be amended by the Board of Supervisors to add any policy or procedure so issued.

050 Definitions

The following terms as used in this chapter shall, unless the context indicates otherwise, have the respective meanings set forth in this section:

1. Administrative Leave. Special leave which may be approved by the County Administrative Officer, or the Board of Supervisors, which temporarily relieves an employee from being present at work. This leave shall be granted to achieve a legitimate business purpose of the County. This leave shall be granted for a specified period of time.
2. Allocation. The official assignment of the position(s) to a designated class.
3. Anniversary date. The date recurring yearly upon an employee’s most recent permanent appointment, including reclassifications, promotions and demotions.
4. Applicant. A person who has timely submitted all the required documentation for an examination.

5. Appointing Authority. The person(s) having authority to appoint or to remove persons from positions in the County service or a subordinate to whom this authority has been delegated. This authority is subject to approval or ratification by the County Administrative Officer or his or her designee.
6. Appointment. The conditional offer of and acceptance by a candidate to a position in the County service. Appointments are described in Section 170.
7. At-Will Employee. Employees expressly designated as “At-Will” by the Board of Supervisors. It also includes emergency, limited term, retired annuitants, seasonal and temporary employees. At-will employees serve at the pleasure of the appointing authority and can be removed without cause or right of appeal.
8. Board of Supervisors. The Board of Supervisors of Mono County.
9. Business Days. Calendar days exclusive of Saturdays, Sundays, legal holidays, and County holidays.
10. Certification. The Human Resources Director’s transmittal to a hiring department of names of available candidates for employment from a list of eligible’s in the manner prescribed in these Rules.
11. Classification Plan. An orderly arrangement of titles and descriptions of separate and distinct classes in competitive civil service.
12. Continuous Service. Permanent employment with the County without interruption except for authorized absences or absences to serve in the armed forces of the United States.
13. County. The County of Mono, a political subdivision of the State of California; also known as “Mono County.”
14. County Administrative Officer (CAO). This position is responsible to the Board of Supervisors for the proper and efficient administration of all County offices, departments, institutions, and special districts under the jurisdiction of the Board of Supervisors. The Board of Supervisors and its members have delegated administrative supervision over County governmental activities to the County Administrative Officer and shall, except for the purposes of normal inquiry, not intervene or detract from the delegation. The general administrative responsibilities of this position are outlined in Section 2.84.060 of the Mono County Code. The person who fills this position is appointed by, and serves at the will and pleasure of, the Board of Supervisors.
15. Day. A day shall be an 8-hour calendar day unless otherwise specified. A working or business day shall be any day that the County is regularly open for business.
16. Demotion. A change of status of an employee from a position in one classification to a position in another classification with lesser duties and/or responsibilities, and a lower salary range. A demotion may be voluntary or involuntary. The demoted employee’s anniversary date shall become the effective date of the demotion.
17. Department Head. The head of an established office or department including elected officers who head such an office or department. Unless specifically excluded all Department Heads have

appointing authority.

18. Discharge. Separation from employment as a disciplinary measure or for failure to maintain requirements of minimum qualifications.
19. Discipline. Oral reprimand, written reprimand, suspension without pay, demotion, or dismissal of an employee.
20. Dismissal. Termination of a permanent full-time or permanent part-time employee for cause.
21. Domestic Partner. A person who is in a committed relationship with a County employee and has established a domestic partnership pursuant to California Family Code Section 297, and as that section may be amended from time to time.
22. Eligible List. Any of the lists of names of persons who have been found qualified through suitable examination for employment in a specific class or position in the competitive civil service arranged in rank order.
23. Emergency. An unforeseen circumstance requiring immediate action, a sudden unexpected happening, an unforeseen occurrence or condition, a pressing necessity.
24. Emergency Employee. A person meeting the minimum qualifications for the job who is employed without going through the recruitment and selection process because of an emergency. Emergency employees serve at-will for a maximum of 30 consecutive working days and do not receive benefits unless required by law.
25. Employee. Any person holding a position of employment with the County which has been duly established by ordinance or resolution of the Board of Supervisors. This includes appointed Department Heads and appointed officers. It excludes elected Department Heads and elected officials.
26. Full-Time Employee. Shall mean an employee employed in one (1) or more regular or limited term positions whose normally assigned work hours equal to those of a full workweek or work period as described hereinafter.
27. Hard to Fill. A determination made by the CAO when no qualified applications have been filed for an advertised vacancy in a classification for a period of at least six continuous months and when the business needs of a Department require the immediate filling of a vacant position.
28. Hiring Date. The date an employee is first hired by the County and the initial anniversary date. If an employee separates from continuous County employment a new hiring date shall be established if the employee returns to County service unless the first hiring date is required to be maintained pursuant to state, federal, or County leave laws.
29. Human Resources Director. The position serving at the will and pleasure of the County Administrative Officer which has day-to-day responsibility for the management and administration of the County personnel system, job classification plan, compensation system, position control, and labor relations. The authority of this position is dependent upon the level of delegation granted by the County Administrative Officer.
30. Job Classification. A position or group of positions having the same title, class specification,

minimum qualifications, and salary or salary range.

31. Layoff. Separation of an employee from employment because of lack of available work, lack of available funds, or reorganization.
32. Limited Term. Shall mean an appointment of an employee who only works for a fixed or limited duration. Where a regular position is converted to a limited-term position, the incumbent shall retain his or her former status. A limited-term employee may also be used to fill a regular position when the incumbent employee is on an approved leave of absence.
33. Limited Term Employee. An employee meeting the minimum qualification for the job and serving for a specified period of time with a definite beginning date and definite ending date. A person may not have a limited term appointment simultaneously with any other type of appointment. A limited term appointment may not be held for more than nine (9) months in any consecutive 12-month period. A person holding a Limited Term Appointment will be eligible to receive County of Mono benefits, except employees employed less than 1000 hours will not be eligible to receive PERS retirement or healthcare benefits. At the discretion of the County of Mono, a person having successfully completed a limited term appointment period will be eligible for re-appointment within the limitations described above.
34. Local Agency Personnel Standards (or “LAPS”). A personnel system and rules applicable to certain County employees (typically Social Services and Child Support Services) pursuant to State law and regulations generally set forth in 2 CCR Sections 17010 et seq., and as those rules may be amended from time to time.
35. Permanent Employee. Shall mean a person who is not on probation and is employed in a regular position. Can be permanent full-time, permanent part-time or limited-term position.
36. Permanent Position. Any employment within the County, comprised of a defined set of duties and responsibilities, duly authorized by the Board of Supervisors, and which requires the full-time or part-time employment of one person.
37. Permanent Status. The status of an employee who is retained in a permanent position after the successful completion of a probationary period.
38. Personnel Appeals Board. A panel consisting of three members appointed from a pool to hear disciplinary appeals and grievances, as described more fully in Section 540.
39. Probationary Period. Final phase of the examination period, lasting 12 months, during which an employee is required to demonstrate competency in the knowledge, skills, abilities, and character necessary to successfully perform the duties and responsibilities of a position. Periods of absence that are more than 20 working days long shall toll the probationary period for the number of days equal to the absence, and the County is entitled to ascertain if the employee can perform the full range of duties upon return from an extended leave of absence.
40. Probationary Status. The status of an employee who has been appointed to a permanent position but who has not completed the probationary period for that position.
41. Probationer. An employee who has probationary status.
42. Promotion. An employee is promoted when he/she moves from one classification to another

classification with a higher salary and higher level of duties and responsibilities after successfully completing the examination process or by direct appointment.

43. Reassignment. Assignment of an employee without examination, from one position within a department to another position in the same department in the same class and at the same pay range.
44. Reclassification. A reallocation of a position to a different or a new classification because of a significant change over time in duties and/or responsibility.
45. Reduction in Lieu of Layoff. The voluntary reduction of an employee who has permanent status in a position for reasons related to lack of funds, lack of work, or reorganization.
46. Reemployment. The employment without examination of permanent employees separated from employment due to layoff.
47. Reinstatement List. An eligible list of names of persons, arranged in the order as provided by this Article, who have occupied permanent positions and who have been separated from their employment as a result of layoff and who are entitled to have their names certified to appointing authorities under the provisions of this Article.
48. Resignation. A resignation is a voluntary termination of employment initiated by the employee.
49. Retired Annuitant. An employee hired on a limited-term basis who has retired from public employment, is receiving PERS or reciprocal retirement benefits, and who is qualified and able to perform the duties of a position within a classification that has been approved by the Board of Supervisors to be filled by retired annuitants.
50. Salary reallocation. Movement of a job classification from one salary range or rate to another salary range or rate by virtue of labor market analysis or readjustment of internal pay alignments. Such action must be approved by the Board of Supervisors. An employee shall not be moved to a lower pay step if the salary reallocation is from one salary range to another salary range.
51. Seasonal Employee. An employee hired to work only part of the year to conduct seasonal work. This employee may only be employed during specified periods of the year for 960 hours or less. A seasonal employee is at-will, must complete the recruitment and selection process, and receives no benefits unless required by law. Designated classifications that otherwise meet this definition may be classified instead as permanent part-time employees, and seasonal employment positions may be filled by retired annuitants if so designated by the Board of Supervisors.
52. Seniority. Total length of the most recent continuous employment with the County.
53. Separation. The cessation of a person's employment from County service, including but not limited to resignation, medical separation, retirement, conclusion of appointment, removal, and discharge.
54. Shall and May. "Shall" is mandatory and "may" refers to a permissive action that the County, or its designated agent or employee, is authorized, but is not required, to take.
55. Suspension. An involuntary absence from work without pay for disciplinary reasons.

56. Temporary Employee. An employee hired part-time or full-time on a temporary basis that does not attain the status of a probationary or permanent employee and can be removed at any time without cause or right to appeal. Temporary employees are at-will, must complete the recruitment and selection process, and receive no benefits unless required by law. A temporary employee shall not work more than 125 days if employed on a per diem basis. If not employed on per diem basis, said employees shall not work more than 960 hours in a fiscal year or work full time for 6 months
57. Transfer. A reassignment of an employee who meets the minimum qualifications from one department to another department either in the same classification or another classification at the same salary level or to a different classification in the same department with the same salary level.
58. Y-Rate. When an employee is placed in a job classification for non-disciplinary reasons (i.e. voluntary demotion, demotion in lieu of layoff, downward reclassification of position, etc.) with a lower rate and their current basic rate of pay exceeds the basic rate of the maximum step (E-Step) of the new job classification, the employee's rate of pay shall be frozen until such time that maximum step of the new job classification becomes equal to or greater than the employee's frozen pay rate. When that event occurs, the employee shall be placed on the maximum step of the new job classification and further pay adjustments shall occur as warranted. During the YRate period an employee shall only receive a pay adjustment if they become eligible for a longevity pay adjustment if the employee is eligible for longevity pay pursuant to the employee's applicable collective bargaining agreement.

060 Classification and Reclassification

- A. Classification Plan. A classification plan will be established for all County positions. The plan will consist of classifications as defined and described in the official class specifications as adopted by the Board of Supervisors.
- B. Allocation of Positions. All positions in the County service will be allocated to an appropriate classification in the classification plan pursuant to an analysis performed by the Human Resource Director and approval by the Board of Supervisors.
- C. Class Specification. A written description, known as a class specification, will be prepared for each job classification. Class specifications are descriptive and not restrictive. Each class specification shall include the following:
1. A general definition of the job classification;
 2. Any specific factors which distinguish the job classification from similar job classifications;
 3. The general placement of the job classification in the County organizational structure;
 4. The essential functions of the job to be performed;
 5. The essential duties and responsibilities of the job to be performed;
 6. The knowledge, skill and ability requirements to successfully perform the job;
 7. Any general or specific educational and/or experience requirements or preferences;
 8. Any licensing and certification requirements;
 9. The working conditions and physical and mental requirements of the job;
 10. The classification specification shall also indicate the date on which it was prepared, a bargaining unit designation, FLSA status, and an EEO reporting category;
 11. Any other information deemed necessary or desirable by the Human Resources Director.

D. Reclassification. A position may be reclassified after completion of a classification study. A position may be reclassified to a higher class, a lower class or another class at the same level.

1. A Department Head may request a reclassification.
2. Reclassification requests from the Department Head must be made in writing to the Human Resources Director during the budget process. At the discretion of the Human Resources Director, in consultation with the County Administrative Officer, a specific time period may be set aside for reclassification requests during any Fiscal Year.

3. Incumbents in a position being considered for reclassification shall be allowed to provide statements and evidence as may affect the reclassification of the position.

4. Incumbents of

met minimum qualifications of the higher level, as determined by the Human Resources Director, in his or her sole discretion. In some instances, the reclassification study will result in the allocation of a new position or classification that may require a new recruitment, as determined by the Human Resources Director, in consultation with the CAO. The employee's anniversary date and step will not change. The Human Resources Director's decision may be appealed by the Department Head to the County Administrative Officer within ten (10) calendar days after the decision has been made in writing to the appropriate parties. The County Administrative Officer's decision shall be final.

070 Salary Plan

The Board of Supervisors will establish a salary plan for all classifications.

080 Salary Upon Hire

New employees shall be placed on the salary range for their classification at step "A." New employees may be placed above step "A" under the following circumstances:

- A. When the results of examinations conducted by or provided to the County as part of its recruitment process show a prospective employee or employee-examinee to possess exceptional qualifications, the Board of Supervisors may grant the appointing authority the power to hire such person at any salary step of a particular salary classification.
- B. Whenever there are no applications filed for an advertised vacancy in a classification during a period of at least six continuous months, and when the business needs of a Department require the immediate filling of a vacant position, the County Administrative Officer may, in his or her sole discretion, and subject to approval by the Board of Supervisors, determine that the classification is temporarily "hard-to-fill" and, on that basis, authorize the vacancy to be advertised and filled at any step, up to and including step E of that classification.
 1. Said determination may be made with respect to classification vacancies within a particular department. (e.g. if the classification is only "hard-to-fill" in certain departments.)
 2. The "hard-to-fill" determination shall remain in effect until the County Administrative Officer declares otherwise.

3. In the event the determination is made and the “hard-to-fill” vacancy is filled at any step above step “A,” then all existing employees in the same classification (only in the affected department in the event that the hard-to-fill determination has been so limited) shall receive one or more step increases, effective on the date the vacancy is filled (i.e., when the employment of the new employee commences), equal to the number of steps beyond step “A” at which the new employee has started.
4. In the event that more than one vacancy exists or multiple vacancies occur during the period of time that the position is deemed “hard-to-fill” the total number of step increases by existing employees shall not exceed the greatest number of steps beyond step “A,” at which any new employee is started. For example, if a new employee in a “hard to fill classification started at Step “C” (which is two steps beyond step “A”), then an existing employee at step “A” would move to step “C”, and an existing employee at step “D” would move to step “E”, and an existing employee at Step “E” will simply remain at that step. If a subsequent new employee started at step “D” (three steps beyond step “A”), then existing employees would only move one additional step (not exceeding step “E”) in recognition of already having moved two steps previously when the first new employee started at step “C.”
5. If further vacancies are then filled while the classification remains “hard-to fill,” there would be no additional step increases to existing employees. In other words, existing employees may receive no more than three step increases as a result of vacancies being filled in a “hard to fill” classification.
6. Step increases under this subdivision (B) shall not affect or change otherwise effective dates for step increases as set forth in any other subdivision of this policy.

090 Salary Step Advancement

After six months of satisfactory service a new, probationary employee who started at Step A, or a current employee promoted to a new position at Step A, is eligible to receive a step advancement. This date shall be the employee's new anniversary date. The step increase shall apply to the entire pay period in which the new anniversary date falls (for example, if the new anniversary date falls on the fifth day of the pay period, the employee will receive the increase for the entire pay period). All permanent County employees at any step other than Step "A," (excepting Department Heads, at-will employees, and elected officials) will become eligible to advance one step after a satisfactory service period of one year on the employee's anniversary date. Step increases shall not be automatic, but shall only be given upon affirmative recommendation of the Department Head following the completion of a performance evaluation where the performance is rated as satisfactory or better. Step increases may also be suspended by action of, or pursuant to the direction of, the Board of Supervisors.

100 Salary on Promotion

Except as provided below, an employee who is promoted to a different classification shall be placed on the lowest step of the new salary range that results in a salary rise of not less than a 5% increase above the employee’s current salary. Upon the recommendation of the Department Head and approval by the Board of Supervisors, an employee may be placed at a higher step if the employee has demonstrated exceptional

qualifications and service to the County, or if justified by equity consideration within the department (For example, to avoid salary compaction). The employee shall have a new anniversary date that is the effective date of the promotion.

110 Salary on Reclassification

A permanent employee who is reclassified will retain their present anniversary date and shall receive the salary set forth below:

- A. If the position is reclassified to a class with the same salary range as an employee's current job class, the salary and anniversary date of the employee shall not change.
- B. Except as provided below, if the position is reclassified to a class with a higher salary level than an employee's current job class, the employee shall be placed on the lowest step of the new salary range that results in a salary raise of not less than a 5% increase above the employee's current salary. Upon the recommendation of the Department Head and approval by the Board of Supervisors, an employee may be placed at a higher step if the employee has demonstrated exceptional qualifications and service to the County, or if justified by equity considerations within the department (for example, to avoid salary compaction). The employee shall have a new anniversary date that is the effective date of the promotion.
- C. If the position is reclassified to a class which is allocated to a lower salary range, the salary and step of the employee will not change. The employee will retain their current salary rate until such time as the new salary rate is equal to or higher than his or her prior salary. When this event occurs, the employee's salary shall be adjusted to the new rate and further salary increases will occur normally.

120 Salary Upon Demotion

An employee who is demoted will be placed within the salary range for the class into which he/she is demoted. The salary may be set at the step which is lower and closest to the salary rate which the employee was receiving before a demotion, unless it is determined by the Human Resources Director that the demotion warrants a different step placement. The employee shall have a new anniversary date that is the effective date of the demotion.

130 Salary Upon Transfer

Any employee transferred from one County department to another in the same class will remain at the same pay step with the same anniversary date.

140 Salary Placement for Emergency, Seasonal, Limited Term, and Temporary Employees

Emergency, Seasonal, Limited Term, Retired Annuitants, and Temporary employees are at-will and shall not work more than 125 days if employed on a per diem basis. If not employed on per diem basis, said employees shall not work more than 960 hours in a fiscal year or work full time for 6 months. Emergency, seasonal, limited term and temporary employees shall be paid at a rate as determined by the County.

150 Recruitment

- A. Declaring a Vacancy. A Department Head will notify the Human Resources Director when a vacancy occurs or is anticipated. The Human Resources Director will review the official County Position Allocation List and verify that a vacancy does exist.
- B. Determining How Vacancy is Filled. The Department Head will communicate with the Human Resources Director and the Human Resources Director, after consulting with the Department Head and with the approval of the County Administrative Officer, will then determine if the vacancy will be filled through an interdepartmental transfer, from an existing eligibility list, an intra department promotion, or through an in-house or open recruitment. If there is an existing eligibility list for the vacant position, the vacancy may be filled from the list unless it includes less than five names. In the event an open recruitment is done, and notwithstanding any other provision of this chapter, the County shall include in the group of candidates to be interviewed any County employees who file timely and complete applications for the position, provided they have not been subject to any final disciplinary action within the prior twelve months.
- C. Announcement. If it is determined that an open recruitment should be done, the Human Resources Director will direct the preparation of the job announcement in consultation with the Department Head. Each announcement will state the duties and salary range of the class; the method of evaluating the education, experience and personal qualifications of the applicants; the place and date to file an application; the selection procedures; and such additional information as may be appropriate in the opinion of the Human Resources Director. The announcement will also state where the principal office for the position is and a statement that the County may change principal office if necessary to meet County business needs.
- D. Posting of Announcement. The Human Resources Director will post a job announcement at appropriate County facilities, including County websites, so that it is accessible to County employees, employee organizations, and the public. If deemed appropriate, the Human Resources Director will advertise in newspapers circulated throughout all areas of the County, prepare a campaign of advertisement outside the County, as determined by the Human Resources Director, and send the announcement to other appropriate governmental agencies.
- E. Application. Unless otherwise announced, all applications for employment must be made upon a County employment application form. Each application must be signed by the applicant and certified that all statements contained therein are true and correct. The original application must be filed as indicated in the job announcement. All applications, resumes and documents pertinent to an application for employment become the property of the County. Final determination as to the qualifications for a position rests with the Department Head and the Human Resources Director.
1. All applications must be filed within the time specified in the job announcement, unless the time for filing is extended by the Department Head with the approval of the Human Resources Director.
 2. A separate and complete application is necessary for each new recruitment unless a previous application is on file for a period less than one year.

3. The recruitment may be for a specific time period or may be, upon the recommendation of the Department Head and Human Resources Director, a continuous or open recruitment until filled by a qualified applicant.

F. Disqualification of Applicants: The Human Resources Director, in consultation with the Department Head, may refuse to accept an application, refuse to examine an applicant, or otherwise consider any person ineligible for employment who:

1. Lacks any of the minimum qualifications established for the position for which the applicant applies;
2. Is physically or mentally unable to perform the duties of the position and, if the applicant is disabled, cannot be reasonably accommodated or would present a direct and imminent threat as defined under federal and state law.
3. Is a current user of illegal drugs;
4. Has been convicted of a misdemeanor which is job related, a crime of moral turpitude, or of any felony;
5. Has been dismissed from any position for any cause which would be cause for dismissal from County service;
6. Has attempted to practice any deception or fraud in the selection procedure or in securing eligibility;
7. Has used or attempted to use political influence or other methods in order to gain advantage in an examination, application or employment;
8. Failed to reply within a reasonable time to any communication concerning an applicant's availability for employment, as determined by the Human Resources Director;
9. Has made himself or herself unavailable for employment by requesting his/her name be withheld from placement on a certified eligibility list;
10. Is a relative by blood or marriage to a County Officer or appointed Department Head of the department in which employment is sought, or would be a direct supervisor of, or subject to the direct supervision of, a relative by blood or marriage, unless such employment is authorized by a four-fifths vote of the Board of Supervisors; or
11. For any material cause which in the judgment of the Human Resources Director, in consultation with the Department Head, will render the applicant unsuitable for the position, including but not limited to information obtained during a background and/or reference check, a prior resignation or termination from employment, failure during any probationary period, failure to pass the background check for a similar position in the County, or prior disciplinary action.

- A. The Human Resources Director will conduct an examination process whenever he or she determines that it is necessary. A Department Head will be consulted in advance as to the nature of the examination. The examination will be competitive, impartial, practical in character, and fairly test the relative ability of the persons examined to discharge the duties and responsibilities of the classification for which the examination is given. Only applicants who meet the minimum qualifications for the position as established in the job announcement or class specification (and who is not otherwise disqualified) may be advanced in the examination process.
- B. The examination process may include, but is not limited to, one or more of the following:
1. An appraisal of qualifications presented in the application materials. A quantifiable rating may be assigned to distinguish those candidates who are most qualified to be advanced further in the process or to establish a ranking of candidates if no further examination process is conducted;
 2. A written examination specifically related to the job functions of the class for which the examination is being conducted;
 3. A field test and/or performance test;
 4. An Oral Examination Board. If an oral examination board is used, the board must have at least two members who are subject matter experts in the area examined, as determined by the Department Head or Human Resources Director in their sole discretion;
 5. Additional Oral Interviews. The most qualified candidate(s) may be asked to participate in additional oral interviews following the other steps of the examination process.
- C. Reasonable Accommodation and Testing. Should an otherwise qualified applicant for a position who is disabled within the definition of State or federal law request reasonable accommodation for any part of the examination process, the Human Resources Director shall modify the examination process for that particular applicant.
- D. Background Investigation. Candidates for County employment may be subject to appropriate investigation including but not limited to:
1. Employment history investigation including references;
 2. Personal and character investigation including credit history
 3. Fingerprinting;
 4. Search of record of convictions and for some classifications search of record of arrest(s);
 5. Post-employment offer physical or psychological test including a drug and alcohol screen test for designated job classifications for which such testing is necessary;
 6. Verification of education or license if required for the job; and

7. Post-employment offer proof of citizenship or legal right to work in the United States.

E. Eligibility List. The names of candidates successfully passing an examination in the opinion of the Human Resources Director may be entered on an eligibility list for the vacant position.

F. Duration of Eligibility List. An eligibility list resulting from the examination process may be in effect for 12 months from the date it is established and may be extended or abolished in the discretion of the Human Resources Director. The names of candidates may be removed from the eligibility list for the following reasons:

1. For any cause of disqualification as set forth above in section 150.F.
2. Any evidence that the candidate cannot be located by the postal authorities.
3. On receipt of a statement from the candidate declining an appointment or stating that the candidate no longer desires consideration for a position for a position for which the list was established.
4. After refusal of two offers of appointment to the class for which the eligibility list was established.
5. Failure to respond within a specified time after an offer of employment without suitable explanation.

G. Alternate Eligibility List. If a department other than the department with the vacancy has established a qualified eligibility list, the Department Head seeking to fill a vacancy in the same classification may select any candidate from the list established by the other department. Any further examination of the candidate will be at the discretion of the Department Head seeking to fill the vacancy.

H. Eligibility List for Another Class of Same or Higher Rank. Where no eligibility list is in existence for a classification, appointment may be made from a list created for another class of the same or higher rank in the same or in a related series if the duties of the class for which the selection procedure was given includes substantially all of the duties of the position to be filled and provided that the Department Head finds that the use of the list is in the best interest of the County and that the necessary skills and knowledge were adequately tested in the selection procedure.

170 Selection Process and Appointments

A. Selection of job candidates. The Department Head may select any candidate whose name appears on the eligibility list. Prior to appointment, the Department Head shall interview selected candidates of their own choosing from the eligibility list unless the Department Head participated in interviews during the examination process.

B. Veterans' Preference. If two or more candidates are equally qualified for a position, the appointing authority will select the candidate who is a veteran pursuant to Government Code section 50088.

- C. County Employee Preference. If two or more candidates are equally qualified for a position, the appointing authority will select the candidate who is a current County employee.
- D. Order of Lists. If more than one eligibility list exists for a vacant position, the appointing authority shall use them in the following order:
1. Reemployment List following layoff.
 2. Current Eligibility List for vacancy.
 3. Alternate Eligibility List.
 4. Eligibility List for another classification of the same or higher job classification.
- E. Appointment Procedure. Appointments will be made in writing. The Human Resources Director or his or her designee shall notify the candidate of the decision to appoint and provide other pertinent information.
- F. Types of Appointment.
1. At-Will Appointment. Appointment of an employee to a position identified in the County list of job classifications as an At-Will position. These include all employees designated as emergency, seasonal or temporary employees. Such employees serve at the pleasure of the appointing authority and may be removed at any time without cause and without right of appeal.
 2. Permanent Appointment. An employee appointed to a position that has successfully completed and passed the probationary period. Permanent appointments may either be made to full-time or part-time positions.
 3. Probationary Appointments. An employee who has been appointed to a position who has not completed the probationary period required for permanent appointment.
 4. Emergency Appointment. In an emergency or exigent situation, when it is necessary to prevent disruption of public business, loss of life, or damage to persons or property, the County Administrative Officer may employ such persons as may be needed for the duration of the emergency without regard to the personnel rules governing appointments and medical examinations. An emergency employee may be employed for up to 30 days. Employees in this category are at-will and receive no benefits except by law.
 5. Limited Term Appointment. An appointment for a specified period of time with a definite beginning date and definite ending date. A person may not have a limited term appointment simultaneously with any other type of appointment. A limited term appointment may not be held for more than 9 (nine) months in any consecutive 12 (twelve) month period. A person holding a Limited Term Appointment will be eligible to receive County of Mono benefits except people employed less than 6 months or 960 hours shall not receive PERS retirement or healthcare benefits. At the discretion of the County of Mono, a person having successfully completed a limited term appointment period will be eligible for reappointment as a limited term within the limitations described above. Employees in this category are at-will. The County shall not use limited-term appointments to replace permanent full-time employees.

6. Seasonal Appointment. An individual may be employed on a recurrent basis for specified periods of the fiscal year for 960 hours or less. The seasonal employee must go through the recruitment and interview process; however, if an eligibility list is established and kept current, it may be used for more than one year. Student Internships are included in this category. Unless otherwise specified by a collective bargaining agreement with the County, employees in this category are at-will and receive no benefits except by law.
 7. Temporary Appointment. An individual employed on a temporary basis for no more than 960 hours a fiscal year. Temporary employees are sometimes referred to “extra help.” A temporary employee must complete the selection process. Such employees are at-will and receive no benefits except as required by law.
 8. Retired Annuitant. An employee hired on a limited-term basis who has retired from public employment, is receiving PERS retirement benefits, and who is qualified and able to perform the duties of a position within a classification that has been approved by the Board of Supervisors to be filled by retired annuitants. A retired annuitant may be a temporary, seasonal, or emergency appointment. Such employees are at-will and receive no benefits except as required by law. Such employees may not be employed for more than 960 hours during any fiscal year.
- G. Report of Hiring Decisions. All hiring decisions for positions in the County service, whether permanent, at-will, emergency, seasonal, or temporary, will be reported promptly to the Human Resources Director by the appointing authority.
- H. Notification to Unsuccessful Candidates. After the appointing authority has selected the successful candidate the Human Resources Director shall notify the eligible candidates not selected of their non-selection to the position. Those candidates not selected will remain on the eligibility list for that job classification or position.
- I. Appointment of Department Head. All appointments of non-elected Department Heads shall be made by the County Administrative Officer (CAO) unless state law gives appointment authority to the Board of Supervisors. Appointment of such Department Heads must be made or ratified by the Board of Supervisors.

180 Probation

- A. Purpose. Every person appointed to a permanent position after certification from an eligible list shall serve a period of probation, while occupying the position, which shall be considered a part of the test of fitness. The probationary period is the final phase of the examination process. It is a trial period during which an employee is required to demonstrate competency in the knowledge, skills, abilities, and character necessary to successfully perform the job and become a permanent employee. Some positions may also require, as a condition of passing probation, possession of required certificates and/or licenses. This period will be utilized for closely observing the employee’s work to determine the employee’s fitness and/or suitability for the job and permanent status. Periods of extended absence shall not count towards employee’s completion of probation. In situations of extended absence, the Probation period may be tolled or extended so that the County has sufficient time to observe that the probationary employee can perform the full range of duties. There shall be no other extensions of the probationary period granted.

- B. Probationary Period. Upon initial appointment, employees serve a probationary period of 12 months commencing on the first date of employment. This period may be tolled if the employee has an extended approved leave of absence, but in no event may the probationary period exceed a total of 12 months of actual employment.
- C. Probation Upon Promotion. A permanent employee who is promoted to a new position serves a probationary period if probation is made a condition of the promotion by the Department Head. The employee continues to have the right to use any accrued leave. The probation period may be up to three (3) months at the discretion of the appointing Department Head. This period may be tolled if the employee has an approved leave of absence of more than ten consecutive work days.
- D. Promotion During Probation. An employee may be promoted during the probationary period under one of the following two conditions:
1. The employee has satisfactorily completed at least the first six months of the initial probationary period and the employee's individual classification has been duly allocated and defined as a series-allocation where the employee may be promoted within the allocation at the appointing authority's discretion without filling or creating a vacancy (e.g., Appraiser I/II/III, Custodian II/III).
 2. The employee's position has been reclassified and the employee has been working out of class. The employee may be promoted to the reclassified position regardless of how many months of the initial probationary period have been completed.

A promotion pursuant to this section shall not change the probationary status of the employee, nor affect the duration of the initial probationary period (he or she shall serve the remaining time of the initial probationary period).

- E. Application For Vacant Positions While in Probationary Status. A probationary employee shall have the right to apply for a vacant position as an outside candidate when there is an open recruitment. If the probationary employee is selected, he or she begins a new twelve month probationary period and will be placed at the same step in that position's salary range as would a new employee. Appointment to the new position does not change the probationary employee's date of hire and will not be considered as a break in service for purposes of determining County benefits, or right to utilize sick and vacation time. Eligibility for promotion to Step B will occur after six months of employment in the new position.
- F. Evaluation During Probationary Period. A probationary employee shall be evaluated as frequently as necessary to determine that the employee is properly performing the duties and responsibilities of the position. There will be no less than four evaluations of the performance of the employee during the probationary period to be conducted on or before the end of each three-month period. Evaluations during the initial six months are to be completed at least five working days prior to the completion of each successive three month working period. If an employee has not performed satisfactorily during any three month period, the employee will be terminated. A final evaluation shall be completed prior to the end of the final month of probationary status and an employee who has not performed satisfactorily will be terminated. Any failure to conduct a performance

evaluation described herein does not confer any right to acquire permanent status, and all probationary employees are subject to paragraph G, below.

- G. Release During Initial Probation. At any time during the probationary period an employee may be released from employment without cause and without right of appeal. No employee may be released from employment for any unlawful reason.
- H. Reinstatement From Probation in Promoted Position. If a permanent employee is found to be unsatisfactory following a promotion, the employee will be reinstated to the employee's former position and, if the position has been filled, will "bump" the employee who filled it. If the bumped employee who filled it transferred from another County position, then they shall return to their former position and, if that position has been filled, then they will "bump" the employee who filled it, and so on. If the last employee who has been bumped has no former County position to return to and has not yet passed probation, then they shall be separated from County service. If the employee's former County position has been eliminated or permanently filled, the County will make a good faith effort to place the employee in an appropriate position at the same pay range as the former position if such a position has been allocated, is not presently filled, and for which the employee is qualified.
- I. Benefits During Probationary Period. A newly-hired probationary employee earns all the benefits due a permanent employee but cannot use vacation leave during the first six months of the initial probationary period. Benefits with cash value (such as uniform allowance, etc.) may require a prorated reimbursement by the employee if the employee separates from County service during the first six-month period.
- J. Permanent or Regular Appointment. An employee who successfully completes the initial probationary period will acquire permanent status. Permanent status may also be referred to as regular status and those terms are interchangeable.

190 Transfers

Voluntary Transfer. A permanent employee may initiate a request to transfer to another position in the same or lower classification for which the employee is qualified in the opinion of the Human Resources Director by submitting a request to transfer to the Human Resources Department. With the approval of the Department Head for whom the employee now works, the Department Head for whom the employee wishes to work, and the Human Resources Director, the employee may be transferred to the new position when the first vacancy becomes available, subject to the approval of the CAO. An employee transferring in to a new department may be required by the new Department Head to be placed on probation for a period to be determined by the Department Head not to exceed twelve months.

200 Performance Evaluation/Step Increase

- A. Purpose. All employees, regardless of their specific status, shall be provided with a regular performance evaluation. The purpose of employee performance evaluations is as follows:
 - 1. To identify and document how an employee is performing for supervisors, managers and the employee being evaluated.

2. To establish a basis for consideration in approving transfers, promotions, demotions, reinstatements, discharges, eligibility for performance pay, and other personnel transactions.
 3. To assist individual employees in achieving maximum work performance by discussing and establishing performance goals and work objectives and reviewing progress towards achieving them.
- B. Performance Evaluation Report. Evaluation of the work performance of an employee will be recorded in a written performance evaluation to be placed in the employee's personnel file. The report will be done on the form developed by Human Resources.
- C. Step Increase. An employee must have at least satisfactory performance as indicated in their performance evaluation report to receive a Step Increase. Performance evaluations for employees eligible for a Step Increase are to include the supervisor's or manager's recommendation regarding the increase.
- D. Timelines of Evaluations.
1. Permanent employees and at-will employees, whether part-time or full-time, shall be evaluated on a systematic basis at least once per year. Emergency, seasonal, temporary, and retired annuitant employees shall be evaluated at the end of each six months or the end of their service whichever is first.
 2. During probationary employment, the Department Head or immediate supervisor is required to evaluate the performance of a probationary employee as frequently as necessary to ascertain whether the employee is properly performing the required responsibilities and duties. There shall be no less than four such evaluations within the probationary period. Each evaluation shall be completed at least five (5) working days prior to the completion of each successive three-month period commencing with the first day of employment.
- E. Evaluation Conference. The Department Head or designated supervisor, and the employee will discuss each performance evaluation. Each employee shall receive a written copy of the evaluation at the time it is reviewed with the employee. The employee must sign the evaluation form to acknowledge receipt of the evaluation report. If the employee refuses to sign the evaluation form, the supervisor performing the evaluation or Department Head shall enter a notation on the evaluation that states "refused to sign."
- F. Employee's Response. The employee will be allowed to make a brief written statement (limited to three typed pages) addressing specific concerns raised in the evaluation, which must be submitted within ten (10) business days of the date of the employee's receipt of the evaluation. The employee's response should be submitted to Department Head with a copy to the Human Resources Department.
- G. Placement in Personnel File. A copy of the performance evaluation, the employee's written statement, and all amplifying documents and records will be made a permanent part of the employee's personnel record.
- H. Improvement Plan. If the Department Head or immediate supervisor determines that an

employee's performance is unsatisfactory, or that improvement is needed, the Department Head shall take reasonable steps to assist the employee to improve. These directions may be set forth in a written performance improvement plan ("PIP"). Failure by the employee to show satisfactory effort and improvement, or to comply with any requirements set forth in a written performance improvement plan, will be considered grounds for disciplinary action, up to and including termination.

210 Hours of Work and Holidays

A. Work Hours. Generally County employees work a five-day, forty-hour work week. Alternative work week schedules may be allowed and approved when necessary for department business and when approved by the CAO. Each Department Head or designee shall prepare a work schedule that complies with the following general policies:

1. County offices shall be open from 8:00 a.m. to 5:00 pm, unless as otherwise determined by the Department Head, with the approval of the CAO.
2. Two fifteen (15) minute breaks shall be offered to all employees such that one may be taken in the morning and one in the afternoon. Breaks may not be accumulated and may not be taken in the first fifteen (15) minutes of the work day or the last fifteen (15) minutes of the work day. Breaks may not be added to the lunch hour.
3. Lunch breaks shall be normally for a period of one hour, and may be staggered in time so that offices can remain open during the lunch hour. Lunch may not be taken during the first two hours or the last two hours of the work day. A Department Head may establish an alternate department policy subject to CAO approval.
4. A Department Head may authorize in advance, on an individual basis, a temporary change in the normal work schedule when necessary to meet business requirements.

B. Holidays. The following are established as County Holidays. The Board of Supervisors may add, eliminate, or modify the holidays designated below by resolution or holidays may be adjusted pursuant to a collective bargaining agreement.

1. January 1st, known as "New Year's Day." If New Year's Day falls on a Saturday, the preceding Friday, December 31st, will be the New Year's Day holiday;
2. The third Monday in January, known as "Martin Luther King Day;"
3. The third Monday in February, known as "Presidents' Day;"
4. March 31st, known as "Cesar Chavez Day;"
5. The last Monday in May, known as "Memorial Day;"
6. July 4th;
7. The first Monday in September, known as "Labor Day;"
8. The second Monday in October, known as "Indigenous Peoples' Day;"
9. November 11, known as "Veterans' Day;"
10. The Thursday in November appointed as Thanksgiving Day and the Friday following Thanksgiving Day;
11. The 24th Day of December, known as "Christmas Eve Day." If the 25th Day of December falls on a Saturday, the Christmas Eve Day holiday will occur on the preceding Thursday, December 23rd;
12. The 25th Day of December, known as "Christmas Day." If the 25th day of December falls on a Saturday, the Christmas Day Holiday will occur on the preceding

Friday, December 24th. If the 25th day of December falls on a Sunday, the Christmas Day Holiday will occur on the following Monday, December 26th;

13. The 31st Day of December, known as "New Year's Eve Day." If January 1st falls on a Saturday, the New Year's Eve Day holiday will occur on the preceding Thursday, December 30th;"

14. Every day appointed by the President or Governor for a public fast, Day of Thanksgiving, or holiday when such day applies to California Counties.

C. When Holidays Fall on a Weekend. If January 1st, July 4th, or November 11th falls upon a Sunday, the Monday following is a holiday. If said holidays fall on a Saturday, the Friday preceding is a holiday. If March 31st falls on a weekend, there is no paid holiday.

D. Personal Holidays. Every employee shall be entitled to two personal holidays per calendar year, unless a different amount has been set forth in a collective bargaining agreement. The appointing authority may require the employee to provide five (5) working days' notice in advance of the use of a personal holiday.

220 Overtime

Except as provided in an applicable memorandum of understanding, or by the State or Federal Government, the rules regarding overtime are set forth below.

- A. Authorization for Overtime. As a matter of general policy, the County does not permit employees to work overtime and will provide adequate staff to handle normal operations. However, non-exempt employees may be required to work overtime at the discretion of, and with the prior approval of, their supervisor.
- B. Overtime Defined. Overtime for non-exempt employees is defined as hours assigned to be worked and actually worked (except for authorized rest periods) in excess of forty (40) hours in the employee's designated seven (7) day workweek. (A different work period and maximum hours may apply to specific safety classifications.) Compensatory time used during the workweek will not be included as hours worked.
- C. Discipline If Not Authorized. Non-exempt employees working overtime when not expressly authorized to do so by their supervisor will be paid as required by law and shall be subject to discipline. Supervisors' improperly authorizing overtime to non-exempt employees will be subject to discipline.
- D. Compensation. Overtime assigned and worked by non-exempt employees shall be compensated at time and one-half (1-1/2) their regular rate of pay or as required by federal wage and hour laws.
- E. Recordkeeping. Records of all overtime earned and accrued shall be kept by each department and submitted to the Department of Finance.

230 Compensatory Time

An employee may request Compensatory Time at the time his/her time sheet is submitted for the pay period when the overtime was earned, and the supervisor may in his/her discretion approve compensation in the form of accrued compensatory time at time and one-half (1-1/2). An employee may not accrue more than eighty (80) hours compensatory time at any time, unless a

Memorandum of Understanding between the County and a bargaining unit provides for a higher accrual rate.

Use of compensatory time-off earned may be granted provided that: 1) its use does not unduly disrupt the operations of the County; and 2) the request is made to the employee's Department Head or designee no later than five days prior to the time when the employee desires to use the leave.

Overtime will be compensated in pay after 80 hours of CTO have accumulated, unless otherwise provided for in a written Memorandum of Understanding.

240 Payroll Periods

Mono County has a bi-weekly payroll period. Each pay period begins on Sunday and continues for fourteen (14) consecutive days, ending on Saturday.

250 Attendance Records and Reports

Each Department Head, or designated representative, will keep an accurate and current record of the attendance, absence, and status of each employee within the department, including records which reflect the amount of sick leave, vacation time, overtime worked, and compensatory time off accrued and allowed, and such other records as may be related to the attendance and status of the employee.

- A. The Department Head will report to the Director of Finance, on forms provided by the Director of Finance, on the twentieth calendar day of each month, as to the daily attendance during the preceding month of each such employee within the department, listing all the absences of each such employee and other information necessary to determine compensation due to each employee.
- B. The Director of Finance will maintain a record for each employee to determine compensation due to each such officer or employee.
- C. The Human Resources Director, or his or her designee, will maintain a record of time used pursuant to leave taken pursuant to Sections 280-310 and Section 340.

260 Vacation

- A. Accrual. Unless provided otherwise in an applicable Memorandum of Understanding, or pursuant to an "At-Will" contract or agreement, eligible employees and appointed officers, including permanent and probationary employees, and excluding emergency, seasonal, and temporary employees, shall be entitled to accrue vacation leave with pay for each year of full-time service as follows:

- Initial employment . . . 10 days vacation per year
- After three years of continuous service . . . 15 days vacation per year.
- After ten years of continuous service . . . 17 days vacation per year.
- After fifteen years of continuous service . . . 19 days vacation per year.
- After twenty years of continuous service. . . 20 days vacation per year.

- B. Part-Time Accrual. A permanent part-time employee accrues vacation with pay in the same proportion that his/her working hours bear to the normal working hours of full-time

employees in the position.

- C. Maximum Accrual. The maximum number of vacation days that may be accrued by any employee shall not exceed two and a half times the employee's annual accrual rate. When the employee reaches the maximum accrual at the end of a calendar year, he/she shall cease earning vacation until such time that he/she has a maximum accrual less than two and a half times his/her earning rate.
- D. Payment on Separation. Any employee who earns vacation will be compensated for all accrued vacation upon separation from County employment.
- E. Limitation on Initial Use. Each eligible officer or employee earns vacation upon the first day of employment, but vacation may not be taken until the officer or employee has been continuously employed by the County for six (6) months, or as provided in an "At-Will" employment agreement.
- F. Vacation Leave Use. Vacation leave may not be taken without written request to the Department Head and notification from the Department Head that the request has been approved in advance of the vacation leave. Vacation should be scheduled as far in advance as reasonably possible.

270 Sick Leave

- A. Definition. Sick leave is leave from duty with pay which may be granted to an employee when an employee is physically or mentally unable to perform his or her duties due to the employee's illness, injury, or medical condition, or because of illness or injury to a family member, or domestic partner, or for a medical, dental or optical appointment to the extent such appointment cannot be scheduled outside the workday.
- B. Eligible Employees. All permanent employees except emergency, seasonal or temporary employees are entitled to accrue sick leave. Permanent employees employed on a part-time basis shall receive prorated sick leave.
- C. Sick Leave Accrual. Unless an applicable collective bargaining agreement provides otherwise, eligible employees will accrue sick leave at the rate of one day of sick leave for each calendar month of full-time service to the County. Permanent part-time employees accrue sick leave on a prorated basis.
- D. Sick Leave Use. Unless an applicable collective bargaining agreement provides otherwise, sick leave up to five (5) consecutive working days may be granted by an employee's Department Head. An employee taking an anticipated sick leave shall provide reasonable advance notice to their Department Head or designee. The Department Head or Risk Manager may require a physician's certificate or other relevant evidence of illness or injury. Sick leave will be used concurrently with other medical leaves of absence. If sick leave extends beyond 5 days, or is taken on a regular intermittent basis, the Department Head will immediately notify the Risk Manager.
- E. Call In Requirement. Employees who are sick and unable to come to work must call in to their supervisor or designee within one hour of the time they are required to report to duty each day of the absence. If the employee is unable to call in due to the serious nature of the illness or injury, they are required to call in, or have someone make such notification

on their behalf, as soon as that notification can be reasonably made.

- F. Employee Sick Leave Used for a Family. Sick leave may be used due to the illness or injury of a child, spouse, parent, or domestic partner. The Department Head may require a physician's certificate or other evidence of illness or injury. In addition to this provision leave to care for a sick or injured family member may also be provided pursuant to Section 280, and may run concurrent with leave granted under FMLA and CFRA.
- G. Sick Leave Use During Probation. Employees may use accrued sick leave during the probationary period. Without any accrued leave a probationary employee required to be absent from work due to illness or injury will take Leave Without Pay (LWOP).
- H. Sick Leave Usage for Industrial Accidents. Any employee absent due to injury or an illness arising out of and occurring in the course of County employment may elect during such absence to apply accrued sick leave to such absence and receive compensation therefore in the amount equal to the difference between the compensation received by the employee under the Workers' Compensation Act and regular County pay, not to exceed the amount of accrued sick leave. The employee may elect to use any accrued vacation time and compensatory time after sick leave is exhausted. The rights of public safety officers are additionally protected by Labor Code Section 4850, incorporated herein by reference.
- I. Sick Leave Usage for State Disability Insurance Benefits. Any employee with an approved claim to receive State Disability Insurance Benefits shall use accrued sick leave during the employee's approved medical absence for which disability benefits are received in an amount necessary to backfill the amount of the disability benefits in order to receive full wages. The employee may elect to use any accrued vacation and compensatory time after sick leave is exhausted.
- J. Leave Usage for Paid Family Insurance Benefits. Any employee who has made a claim to receive Paid Family Insurance Benefits shall use accrued vacation during the absence of the employee for which insurance benefits are received to backfill the amount of the benefits in order to receive full wages for as long as accrued vacation leave is available and eligibility to receive Paid Family Insurance Benefits continues. The employee may elect to use any accrued sick leave and compensatory time after vacation leave is exhausted.
- K. Excessive Sick Leave Usage or Abuse of Sick Leave. An employee who is excessively absent may be subject to disciplinary action. When determining if excessive or improper sick leave is being used, the pattern of absence and any other information concerning the use of the sick leave may be considered. An employee will be subject to disciplinary action for abuse of sick leave when the employee claims entitlement to sick leave yet it is determined that he/she has not met the requirements for sick leave usage as set forth in this section.
- L. Payout at Separation. Unless an applicable MOU indicates otherwise, employees who have completed five (5) years or more of continuous service and retired, resigned, terminated, died or are laid off will be paid one half of all accumulated sick leave at the straight time rate of pay to a maximum of 400 hours. If the employee has died payment will be made to the employee's designated beneficiary, or if none, to the employee's estate. Employees who have completed ten (10) years or more of continuous service and

retired, resigned, terminated, died or are laid off will be paid 100% of all accumulated sick leave at the straight time rate of pay to a maximum of 896 hours.

- M. Leave Pool. In accordance with applicable collective bargaining agreements, the County may establish and administer a catastrophic leave pool program.

280 Family Medical Care Leave

- A. Statement of Policy - To the extent not already provided for under current leave policies and provisions, the County will provide Family and Medical Care Leave for eligible employees as required by, and pursuant to, state and federal law. Unless otherwise indicated, “leave” under this section will mean leave pursuant to the Family Medical Leave Act (“FMLA”) and California Family Rights Act (“CFRA”). Any changes to said laws will be incorporated herein and effective upon enactment.
- B. Definitions - The following definitions apply to this policy.
 1. "12-Month Period" means a rolling 12-month period measured backward from the date leave is taken and continuous with each additional leave day taken.
 2. "Child" means a child under the age of 18 years of age, or 18 years of age or older who is incapable of self-care because of a mental or physical disability. An employee's child is one for whom the employee has actual day-to-day responsibility for care and includes a biological, adopted, foster or step-child, legal ward, or a child of a person standing “in loco parentis.”
 3. A child is "incapable of self care" if he/she requires active assistance or supervision to provide daily self-care in three or more of the activities of daily living or instrumental activities of daily living such as, caring for grooming and hygiene, bathing, dressing and eating, cooking, cleaning, shopping, taking public transportation, paying bills, maintaining a residence, using telephones and directories, etc.
 4. "Parent" means the biological, foster, or adoptive parent of an employee or an individual who stands or stood “in loco parentis” (in place of a parent) to an employee when the employee was a child. This term does not include parents-in-law.
 5. "Spouse" means a husband or wife as defined or recognized under California State law for purposes of marriage.
 6. “Domestic Partner” means a partner as defined in California Family Code §297.
 7. "Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:
 - a. Inpatient Care (i.e., an overnight stay) in a hospital, hospice, or residential medical care facility, or
 - b. Continuing treatment by a health care provider for reasons of:

- i) Any period of incapacity due to pregnancy or for prenatal care.
- ii) Any period of incapacity or treatment for such incapacity due to a chronic serious health condition.
- iii) A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective.
- iv) Any period of absence to receive multiple treatments (including any period of recovery therefrom) by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider.

8. "Health Care Provider" means:

- a) A doctor of medicine or osteopathy who is authorized to practice medicine or surgery by the State of California;
- b) Individuals duly licensed as a physician, surgeon, or osteopathic physician or surgeon in another state or jurisdiction, including another country, who directly treats or supervises treatment of a serious health condition;
- c) Podiatrists, dentists, clinical psychologists, optometrists, and chiropractors (limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by X-ray to exist) authorized to practice in California or any other State and performing within the scope of their practice as defined under State law;
- d) Physician's assistants, nurse practitioners and nurse-midwives and clinical social workers who are authorized to practice under California or any other State law and who are performing within the scope of their practice as defined under State law; and
- e) Christian Science practitioners listed with the First Church of Christ, Scientist in Boston, Massachusetts.

C. Reasons for Family Medical Care Leave. Leave is only permitted for the following reasons.

- 1. The birth of a child or to care for a newborn of an employee;
- 2. The placement of a child with an employee in connection with the adoption or foster care of a child;
- 3. Leave to care for a child, parent, spouse or domestic partner who has a serious health condition; or
- 4. Leave because of a serious health condition that makes the employee unable to perform the functions of his/her position.
- 5. Leaves required under State or Federal law.

D. Employees Eligible for Leave - An employee is eligible for leave if the employee:

1. Has been employed for at least 12 months; and
2. Has been employed for at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave.

E. Amount of Leave - Eligible employees are entitled to a total of 12 workweeks of leave during any 12-month period.

1. Minimum Duration of Leave - If leave is requested for the birth, adoption or foster care placement of a child of the employee, leave must be concluded within one year of the birth or placement of the child. In addition, the basic minimum duration of such leave is two weeks. However, an employee is entitled to leave for one of these purposes (e.g., bonding with a newborn) for at least one day, but less than two weeks duration on any two occasions.
2. Leave Due to Serious Health Conditions. If leave is requested to care for a child, parent, spouse or the employee him/herself with a serious health condition, there is no minimum amount of leave that must be taken.
3. Spouses Both Employed by County - In any case in which a husband and wife both employed by the County are entitled to leave, the aggregate number of workweeks of leave to which both may be entitled may be limited to 12 workweeks during any 12-month period if leave is taken for the birth or placement for adoption or foster care of the employees' child (i.e., bonding leave). This limitation does not apply to any other type of leave under this policy.

F. Notice – County shall inform employee in writing of their FMLA eligibility status within five (5) business days of being informed or having reason to know about a FMLA event with a written explanation of the County’s expectations and requirements and of the consequences of the employee’s failure to adhere to the requirements.

G. Employee Benefits While on Leave

1. Employees are required to use accrued sick leave when the purpose of the leave taken under this section is because of the employee’s own serious health condition. Employees are required to use accrued vacation leave or other accrued leave when taking any leave pursuant to this section not because of the employee’s own serious health condition, except as otherwise provided herein. An employee may be allowed to use accrued sick leave during a period of leave in connection with the birth, adoption, or foster care of a child, or to care for a child, parent, or spouse with a serious health condition upon the mutual agreement, in writing, between the employee, Department Head, and CAO.
2. Following the use of paid leave balances, leave under this policy is unpaid. While on unpaid leave, employees will continue to be covered by the group health insurance (which includes dental and vision) to the same extent that coverage is provided while the employee is on paid status.

3. However, employees on unpaid leave will not continue to be covered under the non-health benefit plans, unless specified elsewhere. Employees may make the appropriate contributions for continued coverage under the preceding non-health benefit plans by payroll deductions or direct payments made to these plans. Depending on the particular plan, the County will inform the employee whether the premiums should be paid to the carrier or to the County. Coverage on a particular plan may be dropped if the employee is more than 30 days late in making a premium payment. Employee contribution rates are subject to any change in rates that occurs while the employee is on leave. For purposes of pension and retirement plans, the County will not make plan payments for an employee during the unpaid leave period, and the unpaid leave period shall not be required to be counted for time served under the plan. However, an employee may continue to make contributions in accordance with the terms of the plan during the period of leave.
4. If an employee fails to return to work after his/her leave entitlement has been exhausted or expires, the County shall have the right to recover its share of health plan premiums for the entire leave period, unless the employee does not return because of the continuation, recurrence, or onset of a serious health condition of the employee or his/her family member which would entitle the employee to leave, or because of circumstances beyond the employee's control. The County shall have the right to recover premiums through deduction from any sums due to the County (e.g. unpaid wages, vacation pay, etc.).

H. Substitution of Paid Accrued Leaves – Unless otherwise precluded by law, (e.g., 4850 time, when SDI or workers' compensation benefits are being received) an employee must use paid accrued leaves concurrently with FMLA and/or CFRA leave. Employees who are eligible to receive state disability insurance may receive paid state disability leave during FMLA or CFRA leaves of absence. See Section 270.I for use of sick leave and other leave when an employee is receiving State Disability Insurance Benefits.

I. Medical Certification –

1. Employees who request leave for their own serious health condition or to care for a child, parent or a spouse who has a serious health condition, must provide written certification from the health care provider of the individual requiring care if requested by the County.
2. If the leave is requested because of the employee's own serious health condition, the certification must include a statement that the employee is unable to work at all or is unable to perform the essential functions of his/her position subject to the following requirements:
 - a. Time to Provide Medical Certification – When an employee's leave is foreseeable and a medical certification is requested, the employee must provide it before the leave begins. When this is not possible, the employee must provide the requested certification to the County within the time frame requested by the County which must allow at least 15 calendar days after the employer's request, unless it is not practicable under the particular circumstances to do so despite the employee's diligent, good faith efforts.
 - b. Consequences For Failure To Provide An Adequate Or Timely Certification

If an employee provides an incomplete medical certification, the employee will be given a reasonable opportunity to cure any such deficiency. However, if an employee fails to provide a medical certification within the time frame established by this policy, the County may delay the taking of FMLA/CFRA leave until the required certification is provided.

- c. Recertification - If the County has reason to doubt the validity or clarity of a certification, the County may require a medical opinion of a second health care provider chosen and paid for by the County. If the second opinion is different from the first, the County may require the opinion of a third provider jointly approved by the County and the employee, but paid for by the County. The opinion of the third provider will be binding. An employee may request a copy of the health care provider's opinions when there is a recertification.
3. To receive compensation under state disability insurance, if the leave is requested because of the serious health condition of an employee's family member, the employee may be required to provide certification which includes the following:
- a. A diagnosis and diagnostic code prescribed in the International Classification of Diseases, or, where no diagnostic has yet been obtained, a detailed statement of symptoms.
 - b. The date, if known, on which the condition commenced.
 - c. The probable duration of the condition.
 - d. An estimate of the amount of time that the physician or practitioner believes the employee is needed to care for the child, parent, spouse, or domestic partner.
 - e. A statement that the serious health condition warrants the participation of the employee to provide care for his or her child, parent, spouse, or domestic partner.
- J. Intermittent Leave Or Leave On A Reduced Leave Schedule - If an employee requests leave intermittently (a few days or hours at a time) or a reduced leave schedule for reasons covered under the FMLA or CFRA, the employee must provide medical certification that such intermittent leave is medically necessary. "Medically necessary" means there must be a medical need for the leave and that the leave can best be accomplished through an intermittent or reduced leave schedule. Employee shall be informed that granted FMLA leave will be deducted from employees 12-week allowance.
- K. Employee Notice of Leave - Although the County recognizes that emergencies arise which may require employees to request immediate leave, employees are required to give as much notice as possible of their need for leave. If leave is foreseeable, at least 30 days notice is required. In addition, if an employee knows that he/she will need leave in the future, but does not know the exact date(s) (e.g. for the birth of a child or to take care of a newborn), the employee shall inform his/her supervisor as soon as possible that such leave will be needed. Such notice may be orally given. If the County determines that an employee's notice is inadequate or the employee knew about the requested leave in advance of the request, the County may delay the granting of the leave until it can, in its discretion, adequately cover the position with a substitute.

- L. Reinstatement upon Return from Leave
1. Upon expiration of leave, an employee is entitled to be reinstated to the position of employment held when the leave commenced, or to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment. Employees have no greater rights to reinstatement, benefits and other conditions of employment than if the employee had been continuously employed during the leave period.
 2. Employees may be required to periodically report on their status and intent to return to work. This will avoid any delays to reinstatement when the employee is ready to return.
- M. Fitness For Duty Certification - As a condition of reinstatement of an employee whose leave was due to the employee's own serious health condition which made the employee unable to perform his/her job, the employee must obtain and present a fitness-for-duty certification from the health care provider indicating that the employee is able to resume the essential functions of his or her pre-leave position. A fitness-for-duty certification may be required if the employee has used leave pursuant to Section 270 when the leave was necessary because of the employee's illness, injury, or medical condition. Failure to provide such certification will result in denial of reinstatement. The County reserves the right to have a returning employee examined by a County designated physician, or to have the County's designated physician consult with the employee's physician, concerning the employee's fitness for duty, unless some alternate provision is set forth in the employee's applicable collective bargaining agreement.
- N. Reinstatement of "Key Employees" - The County may deny reinstatement to a "key" employee (i.e., an employee who is among the highest paid 10 percent of all employed) if such denial is necessary to prevent substantial and grievous economic injury to the operations of the County, and the employee is notified of the County's intent to deny reinstatement on such basis at the time the employer determines that such injury would occur.
- O. Required Forms - Employees must request, complete and return each of the applicable forms in connection with leave under this policy as provided by the office of Risk Management.
- P. Visits to Doctor - Employees with chronic medical conditions are required to visit a doctor at least twice a year for that condition. For single absences requiring leave, the employee must be seen within seven days of the onset of the illness and if seen twice, the second visit must occur within 30 days of the onset of the illness.
- Q. Parental Leave/Adoption – Employees can use leave intermittently for a serious health condition of an adopted child. FMLA leave may also include time to travel to another country to complete an adoption or other necessary steps to complete the adoption.
- R. Notice/Call Ins – Employees are required to timely warn the County that they are planning to miss work and must follow the counties call in policy.
- S. Leave During Holidays – If a holiday falls within a full week of FMLA leave, the holiday

counts as FMLA time, but if the leave is taken in increments of less than one week, the holiday will not count against the 12-week leave unless the employee was scheduled to work the holiday.

290 Leave of Absence Due to Death in Family

- A. When any employee or officer is absent from duty by reason of the death of his or her father, mother, step-father, step-mother, brother, sister, wife, husband, domestic partner, child, grandparent, grandchild, or the mother or father of the employee's or officer's spouse or domestic partner, he or she shall be entitled to be absent, with pay, for no more than five (5) working days per year total, regardless of the number of triggering events.
- B. Eligible Employees. All employees except emergency, seasonal and temporary employees, including retired annuitants, are entitled to this leave. Employees employed on a part-time basis are entitled to this leave on a pro rata basis.
- C. Documentation of Death. The County may require confirmation of death within thirty (30) days after the employee or officer returns to work.

300 Leave of Absence Due to Critical Illness in Family

- A. When any employee or officer is absent from duty by reason of the critical illness of his or her father, mother, step-father, step-mother, brother, sister, wife, husband, domestic partner, child, grandparent, grandchild, or the mother or father of the employee's or officer's spouse or domestic partner, he or she shall be entitled to be absent, with pay, for no more than five (5) working days per year total, regardless of the number of triggering events. For purposes of this provision, a "critical illness" means a "serious health condition" as defined in Section 280(B)(7) but excluding any normal pregnancy (one without medical complications).
- B. Eligible Employees. All employees except emergency, seasonal and temporary Employees, including retired annuitants, are entitled to this leave. Employees employed on a part-time basis are entitled to this leave on a pro rata basis.
- C. Documentation of Critical Illness. The County may require confirmation of critical illness within thirty (30) days after the employee or officer returns to work.

310 Military Leave of Absence

All officers and employees are entitled to military leave of absence in accordance with the provisions of Federal and State law, including FMLA. Military leaves of absence will be reported by the Department Head to the Human Resources Director to insure that all statutory requirements are satisfied. Employees and family members of military personnel may take leave as provided under federal law.

320 Jury Duty Leave

- A. Every permanent or probationary employee of the County who is summoned or required to serve as a trial juror in any jurisdiction where the employee resides, or to serve on a federal grand jury, is entitled to be absent from the County during the period of service. The employee will be paid the employee's regular salary without charge against the employee's

accumulated paid leaves, provided that the employee deposits fees received for jury service (excluding mileage) with the Director of Finance or his/her designee.

- B. An employee summoned for jury duty must immediately notify his or her Department Head. An employee must turn in copy of summons to Department Head within 3 days of receipt.
- C. Employees are required to notify their supervisor on a daily basis regarding jury duty hours, including jury duty release time. Upon release from jury duty prior to the end of the business day, the employee must promptly notify their supervisor. If an employee or officer is released from jury duty at a time that allows the employee to return to work with one hour or more remaining in the workday, the employee or officer must report to work.
- D. Where Courts have call-in procedures to determine days and hours of service, employees must take advantage of these procedures. If an employee is not told by the Court to report or told to call in the next day for jury service, the employee must come to work and make the call from his/her assigned place of work, unless the employee receives prior approval from the Department Head to call from home.

330 Miscellaneous Leave

- A. An employee is entitled to take leave when the employee has been the victim of domestic violence, sexual assault or stalking in order to obtain any legal relief, seek medical attention, and to obtain related services and counseling. The employee shall provide their supervisor with reasonable advance notice of their intention to take time off, and may use accrued vacation, personal leave, sick leave, compensatory time off, or unpaid leave if no accrued leave is available. When an unscheduled absence occurs, the employee shall provide certification evidencing the fact that the employee was a victim of domestic violence, sexual assault, or stalking. To the extent allowed by law, the County shall maintain the confidentiality of any employee requesting and using leave pursuant to this section.
- B. An employee is entitled to be absent from work when the employee, or an immediate member of an employee's family, has been a victim of a crime and is required to attend judicial proceedings related to that crime. The employee shall provide their supervisor with reasonable advance notice of their intention to take time off, and may use accrued vacation, personal leave, sick leave, compensatory time off, or unpaid leave if no accrued leave is available. When an unscheduled absence occurs, the employee shall provide certification evidencing the fact that the employee, or an immediate member of the employee's family, was a victim of a crime and was required to attend a judicial proceeding related to that crime. To the extent allowed by law, the County shall maintain the confidentiality of any employee requesting and using leave pursuant to this section.
- C. An employee who is called to perform volunteer firefighting or search and rescue services on an incident within the boundaries of Mono County (or outside of Mono County if within the jurisdiction of an agency which has a mutual/automatic aid agreement with the employee's volunteer fire district or Mono County Search and Rescue) during regular work hours may be absent from work with the prior approval of the employee's Department Head, whose permission shall not be unreasonably withheld. If prior approval is not possible in the circumstances, the employee shall provide notification (e.g., by email or voice message) prior to responding or as soon as reasonably practicable. If the incident occurs outside of Mono County (or a mutual aid

jurisdiction), absence from work shall only be allowed to the extent required by Labor Code sections 230.3 and 230.4. Time spent responding to a call to perform volunteer firefighting or search and rescue services shall not be compensated, but an employee may use accrued vacation leave or compensatory time off. Employees are not covered by Workers' Compensation with Mono County while performing services as a volunteer firefighter or search and rescue team member.

- D. An employee may take leave to attend a school or day care facility event pursuant to Labor Code Sections 230.7 and 230.8 if the employee provides reasonable advance notice to their supervisor. The employee shall be required to use accrued vacation, personal leave or compensatory time off when using this leave.

340 Pregnancy Disability Leave

- A. Any female employee will be entitled to take an unpaid leave on account of pregnancy, child birth or related medical conditions for the period of disability up to four (4) months. The employee will be entitled to utilize any accrued sick leave, vacation time or other accrued paid leave during this period of time. An employee will not accrue additional vacation or sick leave during any unpaid portion of this leave. The County may, but is not required to, allow an employee to commence the use of CFRA leave prior to the birth of the child if the employee has used four months of pregnancy disability leave prior to the child's birth and the employee's health care provider determines that a continuation of the leave is medically necessary. Pregnancy Disability Leave shall run concurrent with FMLA leave.
- B. Any employee who plans to take a leave on account of pregnancy, child birth or related condition should submit in writing to her Department Head a statement of her intent to take leave, including a physician's statement indicating her last advisable or probable date to remain at work and a statement of her intended date to return to work. Notice must be given not less than thirty (30) days prior to the intended commencement date of the leave, if the leave is foreseeable. When the need for leave does not allow for thirty (30) days notice, notice should be given as soon as practicable.

350 Voting Leave

Employees whose work schedule prevents them from having sufficient time outside of working hours to vote at a statewide or countywide election, may take up to two (2) hours off with pay at the beginning or end of the workday, whichever allows the most free time for voting and the least time off from the employee's regular working shift, to enable the employee to vote. If the time off is required, the employee must provide the employee's Department Head with notice that time off for voting is necessary at least two (2) days prior to the election. The Department Head may require that the time off be taken only at the beginning or the end of the employee's shift/workday.

360 Administrative Leave With Pay

Administrative leave is leave with pay taken at the sole discretion of the County. Employees placed on administrative leave will be relieved of their regular duties during the period of leave. Employees placed on administrative leave will remain at their residence or elsewhere at the instruction of the Department Head, and remain accessible to communication and contact from the County, during their regular work hours, but shall perform no work or duties on behalf of the

County. Employees placed on administrative leave will report to their Department Head daily or as otherwise instructed by their Department Head during the period of the leave. Administrative leave is not discipline and does not entitle the employee to any right of appeal. Employees on Administrative Leave shall accrue benefits, including sick and vacation time, during such leave, and may request to use accrued sick and vacation time in the manner provided for in this Chapter. The employee on paid administrative leave must comply with reasonable restrictions during the employee's normal working hours, shall not engage in activities that might result in injury to the employee, and shall promptly notify their supervisor of any change in their location during the employee's normal working hours. Administrative leave for a period of thirty (30) days or less must be approved by the CAO. Administrative Leave for any period in excess of thirty (30) days must be approved by the Board of Supervisors upon the recommendation of the CAO.

370 Administrative Leave Without Pay

A. Eligibility. Other than emergency, temporary or seasonal employees, all employees or officers of the County who have been employed for one (1) year may be granted a leave of absence without pay upon the following conditions:

1. The employee or officer has submitted a request in writing to his or her appointing authority indicating clearly and concisely:
 - a. That the leave of absence is made voluntarily by the employee or officer;
 - b. That there is a date certain on which the leave will commence;
 - c. That there is a date certain on which the employee will return to work and failure of the officer or employee to return to work on that date constitutes cause for dismissal of said employee or said officer should the employee or officer not utilize the procedure for extension as set forth below;
 - d. That the reason for the requested leave of absence and all facts, events or occurrences that the employee or officer is relying upon to support the request are stated.

B. When Granted. A leave of absence without pay may be granted only in the event that the facts, events and occurrences that support the request of the officer or employee establish one of the following:

1. There is an illness, injury or disability of the officer or employee, or a member of his/her immediate family and the officer or employee has exhausted all available leaves pursuant to CFRA and FMLA;
2. The employee or officer is to receive some training, education or experience which will materially increase the ability of said officer or employee to perform his or her duties as a County employee;
3. That the leave is requested for personal reasons acceptable to the Department Head and the CAO;
4. That additional maternity or paternity leave, beyond that authorized by federal or

state law, is requested by an officer or an employee.

- C. Authority. A leave of absence requested by an officer or an employee for a period not exceeding thirty (30) calendar days after the exhaustion of all other leaves may be approved by the employee's Department Head and granted by the CAO.
- D. Extension of Leaves. Should the officer or employee desire an extension of the leave of absence, said officer or employee must submit a request, in writing, to the CAO, whose approval is required pursuant to Subsection C of this section. The request will be considered by the CAO, whose approval is required, only in the event that:
 - 1. The request is received by the County Administrative Officer (CAO) at least seven (7) working days prior to the date scheduled for termination of the leave.
 - 2. The request contains an address to which a note of approval or denial of the extension may be sent; and
 - 3. The request gives facts which support a determination by the CAO that the circumstances which caused the initial granting of the leave still exist.
- E. Leave Requests for Period in Excess of Thirty Days. A leave of absence requested by an officer or employee for a period in excess of thirty (30) calendar days shall be processed as follows:
 - 1. The request shall be approved by the employee's Department Head and submitted to the CAO.
 - 2. Upon the approval of the CAO, the request shall be submitted to the Board of Supervisors for consideration at the next regularly scheduled Board meeting. The Board of Supervisors may approve the request, approve the request upon the imposition of conditions the Board deems appropriate, including but not limited to, a reduction in the period of time requested, or deny the request.
- F. Time Limitation. Leave without pay is not to exceed one (1) year.
- G. No Accrual of Other Leaves. Vacation, sick leave and other paid leaves will not be earned during unpaid leave of absence. Holidays with pay will not be given. Contributions to monthly premium costs for medical insurance will be suspended after one (1) calendar month. After one (1) month the employee must make arrangements to continue to pay his/her normal monthly premium costs for insurance under COBRA provisions or lose coverage.

380 Employee Standards of Conduct

- A. All County employees are expected to meet the following standards of conduct:
 - 1. Maintain the highest standards of moral and ethical conduct;
 - 2. Being courteous, competent, and business like when dealing with all people;

3. Beginning work on time and putting in a full day's work;
4. Being dedicated to the County and the job, and always striving to improve both; and being dedicated to providing quality services in support of the health, safety, and welfare of the local economy while protecting the County's unique rural environment, natural resources, and honoring the public trust and the people being served;
5. Working cooperatively with fellow employees, supervisors and other departments;
6. Putting themselves in the other person's shoes;
7. Keeping physically and mentally healthy; and
8. Working safely at all times.

B. Failure to adhere to the standards of conduct can be grounds for disciplinary action pursuant to section 520 of these rules.

390 Discrimination Prohibited

No person employed by the County of Mono, or seeking employment with the County of Mono, shall be discriminated against in recruitment, examination, appointment, training, promotion, retention, discipline, or any other aspect of personnel administration because of race, color, religion, national origin, ancestry, marital status, sex, age, physical or mental disability, sexual orientation, or political or religious opinions or affiliations. Any employee who believes he/she has been discriminated against should report it immediately to their supervisor, manager, any Department Head, or Human Resources Director. The County's internal complaint process described in section 410 of these rules is available to any employee who believes they have been discriminated against.

400 Retaliation Prohibited

An employee shall not be disciplined or discharged for reporting discriminatory conduct, regulatory violations or illegal activity, unsafe working conditions, or industrial injury, unless the conduct reported is found not to have occurred and there is malice in the reporting.

410 Anti-Harassment Policy

- A. Harassment Free Work Environment. The County is committed to providing a work environment free of discriminatory harassment.
- B. Harassment Will Not Be Tolerated. Discriminatory harassment violates this policy and will not be tolerated. Discriminatory harassment of an applicant, employee or person providing services pursuant to a contract, is harassment based on actual or perceived race, religious creed, color, sex, national origin, ancestry, disability, medical condition, marital status, age or sexual orientation. It is also improper to retaliate against any individual for making a complaint of discriminatory harassment, for participating in a harassment investigation, or for engaging in any other protected activity. Retaliation constitutes a violation of this policy.

- C. Policy Applies to All Personnel Matters. This Policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities and compensation. Employees who violate this Policy may be subject to disciplinary action up to and including termination. By definition, any form of discriminatory harassment, including sexual harassment, is not within the course and scope of an individual's employment with the County.
- D. Definition. Harassment can consist of virtually any form or combination of verbal, physical, visual or environmental conduct. It need not be explicit, or even specifically directed at the victim. The conduct prohibited by this policy may include conduct that does not necessarily meet the strict legal definition of harassment as defined under Title VII of the Civil Rights Act of 1974, the California Fair Employment and Housing Act, or other federal and state statutes that prohibit harassment. In other words, an employee, manager, supervisor, or officer may be subject to discipline, up to and including termination, for engaging in, and/or aiding or abetting conduct prohibited by this policy that may not rise to the level of harassment as defined under state or federal law. Sexually harassing conduct can occur between people of the same or different genders.

Harassment includes, but is not limited to, the following misconduct:

1. Verbal. Inappropriate or offensive remarks, slurs, jokes or innuendoes based on actual or perceived sex, religious creed, color, national origin, ancestry, disability, medical condition, marital status, age, or sexual orientation. This may include, but is not limited to, comments regarding an individual's body, physical appearance, attire, sexual prowess, marital status, pregnancy or sexual orientation; unwelcome flirting or propositions; demands for sexual favors; verbal abuse, threats or intimidation of a sexual nature; or sexist, patronizing or ridiculing statements that convey derogatory attitudes about a particular gender, race, color, national origin, religious creed, ancestry, disability, medical condition, or sexual orientation.
2. Physical. Inappropriate or offensive touching, assault, or physical interference with free movement when directed at an individual on the basis of actual or perceived sex, religious creed, color, national origin, ancestry, disability, medical condition, marital status, age, or sexual orientation. This may include, but is not limited to, kissing, patting, lingering or intimate touches, grabbing, massaging, pinching, leering, staring, unnecessarily brushing against or blocking another person, whistling, indecent exposure, or making any type of sexual gesture.
3. Visual or Written. The display or circulation of offensive or derogatory visual or written material related to sex, religious creed, national origin, color, ancestry, disability, medical condition, marital status, age or sexual orientation. This may include, but is not limited to, posters, cartoons, drawings, graffiti, reading materials, computer graphics or electronic media transmissions.
4. Environmental. A work environment that is permeated with sexually-oriented talk, innuendo, insults or abuse not relevant to the subject matter of the job. A hostile environment can arise from an unwarranted focus on sexual topics or sexually suggestive statements. An environment may be hostile if unwelcome

sexual behavior is directed specifically at an individual or if the individual merely witnesses unlawful harassment in his or her immediate surroundings. The determination of whether an environment is hostile is based on the totality of the circumstances, including such factors as the frequency of the conduct, the severity of the conduct, whether the conduct is humiliating or physically threatening, and whether the conduct unreasonably interferes with an individual's work.

E. Romantic Relationships Discouraged. Romantic or sexual relationships between supervisors and subordinate employees are discouraged. There is an inherent imbalance of power and potential for exploitation in such relationships. The relationship may create an appearance of impropriety and lead to charges of favoritism by other employees. A welcome sexual relationship may change, with the result that sexual conduct that was once welcome becomes unwelcome and harassing.

F. Prohibited Supervisory Or Managerial Behavior.

1. No supervisor, manager, or other authority figure may condition any employment, employee benefit or continued employment on an applicant's or employee's acquiescence to the behavior defined above.
2. No supervisor, manager, or other authority figure may retaliate against any applicant, or employee, because that person has opposed a practice prohibited by this policy or has filed a complaint, testified, assisted or participated in any manner in an investigation, proceeding or hearing conducted by an authorized investigator.
3. No person shall destroy evidence relevant to an investigation of harassment.

G. Behavior Prohibited By All Persons.

1. No supervisor, manager, or any other person in the County shall create a hostile or offensive work environment for any other person by engaging in any discriminatory harassment or by tolerating it on the part of any employee.
2. No supervisor, manager, or any other person in the County shall assist any individual in doing any act which constitutes discriminatory harassment against any person.
3. No supervisor, manager, or any other person in the County may retaliate against any employee because that person has opposed a practice prohibited by this policy or has filed a complaint, testified, assisted or participated in any manner in an investigation, proceeding, or hearing conducted by an authorized investigator.

H. Obligations of Supervisors/Managers.

1. A copy of this policy will be provided to all employees of the County, and will be displayed and/or made available throughout the County.
2. A copy of the information sheet on sexual harassment prepared by the Department of Fair Employment and Housing is available to all County employees upon

request.

3. The County will periodically notify employees of the procedures for registering a complaint as well as available redress. Such notification will occur through the normal channels of communication.
 4. The Human Resources Department will make available upon request information from the Department of Fair Employment and Housing and the Equal Employment Opportunity Commission about filing claims of harassment with these entities.
 5. Employees of the County will receive periodic training on the policy.
- I. Need to Report Immediately. Employees who believe they have experienced or been subjected to any form of employment discrimination or harassment should report it immediately to their supervisor, manager, any Department Head, or the Human Resources Department.
- J. Obligations of all Employees.
1. Any employee who observes or witnesses comments, gestures, visual or auditory materials, or actions that are perceived as constituting any form of harassment should immediately communicate and discuss with the person who is performing the harassing behavior that such action/words are not welcome.
 2. Whether or not an employee has communicated directly with the harasser, all employees should immediately report any conduct that they believe violates the policy. This includes conduct they personally experience or directly observe, whether or not reported by the employee who is the object of the conduct. This also includes conduct that they have been told has occurred by the person allegedly harassed or a witness to alleged harassment. This also includes conduct by nonemployees, such as sales representatives, independent contractors, service vendors, clients, or any member of the public, or conduct aimed at such contractors or any member of the public. An employee who observes/witnesses harassing or discriminatory conduct and fails to report such conduct may be subject to disciplinary action.
 3. Employees should immediately report the conduct to their supervisor, manager, any Department Head or the Human Resources Department. Under no circumstances will employees of the County, who believe they have been the victim of discrimination or harassment, be required to first report that harassment to a supervisor or other authority figure if that person or authority figure is the individual who has done the harassing. These employees should instead report the conduct to any manager, Department Head or the Human Resources Department.
 4. All employees must cooperate with any investigation of any alleged act of discriminatory harassment conducted by the County or its agents. Failure to cooperate with any such investigation may subject the employee to discipline, up to and including discharge.
- K. Responsibilities of Supervisors or Management.

1. Any supervisor or manager who receives a complaint or witnesses any conduct regarding discrimination or harassment must immediately report it to the Human Resources Department. If it is not possible to make an immediate report to the Human Resources Department, or if the complaint involves the Human Resources Director, then the complaint should be immediately reported to the CAO. Failure to report discrimination or harassment may result in disciplinary action.
2. No supervisor, manager, officer, or any other person in the County with management authority may retaliate against any employee because that person has opposed a practice prohibited by this policy or has filed a complaint, testified, assisted or participated in any manner in an investigation, proceeding, or hearing conducted by an authorized investigator.
3. All supervisors and managers are required to maintain confidentiality to the extent possible in communicating or investigating any claims of alleged discriminatory harassment.

420 Investigative and Corrective Action for Complaints of Discrimination and/or Discriminatory Harassment

- A. The Human Resources Department will authorize or conduct an investigation of the complaint of discrimination or discriminatory harassment. The investigation will be conducted in a manner that ensures, to the extent feasible, the privacy of the parties involved.
- B. The person designated to investigate shall immediately report in writing the findings of fact to the Human Resources Director. The Human Resources Director, in consultation with the CAO and County Counsel, will determine whether these rules have been violated and communicate the conclusion to the complainant.
- C. Disciplinary action shall be decided in accordance with County policy and after consultation with the Human Resources Director and County Counsel.
- D. If the complaint is against the Human Resources Manager, the investigation will be conducted or supervised by the CAO.

430 Anti-Violence in the Workplace Policy

- A. Policy. The County has a Zero Tolerance for workplace violence. The policy of the County is to prohibit acts or verbal and/or non-verbal threats of physical violence in the workplace, including intimidation, harassment, and/or coercion, by or to County employees, visitors, fellow employees or by relatives of fellow employees.
- B. Zero Tolerance Standard. The following sets forth examples of prohibited conduct:
 1. Violent conduct or threats of violence, implied, actual, direct, or indirect to any employee.

2. Possession of offensive or defensive weapons (firearms, illegal knives, clubs, mace, pepper spray, tear gas, etc.), unless specifically required or authorized by the Sheriff or CAO.
 3. Hitting or shoving an individual, and any physical touching in an intimidating, threatening or dominating manner.
 4. Threatening an individual or family member, friends, associates, or citizens.
 5. Making harassing or threatening phone calls.
 6. Engaging in harassing surveillance or stalking.
 7. Making a suggestion or threat that violence will occur.
 8. Conduct that creates a physically hostile, abusive, or intimidating work environment for one or more County employees.
- C. Reporting Conduct. Employees should immediately report violent behavior at any County location or at any location where the County conducts business to the Department Head for monitoring and assessment and call 911 if immediate law enforcement and or emergency response is necessary. The Department Head shall relay all reported or otherwise known incidents to the CAO or his/her designee. The CAO or designee may, in his/her discretion, take immediate steps to provide safety to the reporting person or other person(s) based on his/her assessment of the situation.
- D. Discipline. All County employees who engage in violence, direct, indirect, threatened, or actual, against co-workers or any other person related to County business or on County premises may be subject to legal action by law enforcement authorities as well as disciplinary action by the County, up to and including termination of employment.
- E. Action Plan. The CAO or his/her designee and Department Head will assess reported incidents and may take the following action(s) where appropriate:
1. Take steps to have any physically threatening or violent person, employee or member of the public leave or be removed from the worksite.
 2. Place an employee alleged to have made serious violent threats or engaged in other violent behavior on paid or unpaid leave pending the outcome of an investigation.
- F. Investigation. Threats of violent behavior and acts of violent behavior, implied, actual, direct, or indirect, are to be investigated promptly and reported to the CAO or his/her designee. Such incidents should be documented and filed with the CAO or his/her designee and thereafter investigated in accordance with the CAO's direction. Such documentation should include a narrative of the incident including names and other appropriate identification of the parties involved, verbal comments made or description of the violent behavior, witness names, and witnesses' statements. The County shall cooperate and coordinate with any investigation being conducted by law enforcement.
- G. Procedures . Procedures for investigating incidents of workplace violence, including threats of violence and physical injury, shall include the following, and may be subject to

any additional policy adopted by the CAO or Board of Supervisors:

1. Go to the scene of an incident. Immediately separate the participants.
2. Interview threatened or injured employees and witnesses.
3. Consider taking corrective action to prevent incidents of this kind from recurring.
4. Contact CAO and inform of threats of violence immediately upon knowledge of threats.
5. Document findings.
6. Determine the cause of the incident.
7. Examine the workplace for security risk factors associated with the incident after release of the scene by law enforcement personnel if the incident involves injuries or death.
8. Take whatever additional action is necessary under the circumstances to handle and investigate workplace violence complaints and/or incident.

H. Guidelines for Immediate Response. Any response to an incident involving an assault resulting in injury or death should be limited in scope. The individual on scene who observes the incident should limit their activities to the following:

1. Dial 911 for medical and law enforcement assistance.
2. Render comfort and minor first aid to any injured victims.
3. Immediately notify the Department Head, Sheriff, and CAO
4. Separate the participants and make an attempt to identify and document all potential witnesses to the event.

The first manager or supervisor responding to the incident should ensure that the above actions have been initiated.

440 Improper Political Activity

No one employed by the County will engage in political activities on County premises while engaged in official duties, using County equipment, or wearing an official County uniform. Political activity is that activity defined under the California Government Code.

450 Outside Employment/Restrictions

No officer or employee shall engage in any employment, activity or enterprise which is inconsistent, incompatible, or in conflict with the duties or responsibilities of said officer or employee as they relate to employment with the County of Mono, or with the duties, functions, or responsibilities of employee's appointing authority or of the County, except as specified herein.

- A. Prohibited Outside Employment. An officer's or employee's outside employment, activity, or enterprise shall be prohibited if it:
1. Involves the use for private gain or advantage of the County's time, facilities, equipment and supplies; or the badge, uniform, prestige or influence or his/her County office or employment; or
 2. Involves receipt or acceptance by the officer or employee of any money or other consideration from anyone other than the County for the performance of an act which the officer or employee, if not performing such act, would be required or expected to render in the normal course or hours of his/her County employment or as a part of his/her duties as a County officer or employee; or
 3. Involves the performance of an act in other than his/her capacity as a County officer or an employee which act may be subject directly or indirectly to the control, inspection, review, audit or enforcement of any other officer or employee; or
 4. Involves such time demands as should render performance of his/her duties as an officer or employee less efficient.
- B. When Outside Employment May Be Allowed. An officer's or employee's outside employment, activity or enterprise would not be deemed inconsistent, incompatible, in conflict with, or inimical to, the duties of the officer or employee, if the officer or employee, prior to engaging to any such employment, activity or enterprise makes a complete written disclosure to the Department Head or the appointing authority of all of the functions, duties and responsibilities required of said officer or employee by such employment, activity or enterprise, and receives written consent to engage in such employment, activity or enterprise from the Department Head, if an employee, or the Board, if an officer. A Department Head and/or the CAO may adopt a form for use in evaluating a permitting outside employment.

460 Drug and Alcohol Policy

- A. County Requirements. The County requires that any officer or employee:
1. Not report to work or be subject to being called to duty while his or her ability to perform job duties is impaired due to on or off duty alcohol or drug use. Not report to work if the effects of substance use (odor, appearance, etc.) are noticeable to the public.
 2. Not possess or use alcohol or impairing drugs, including illegal drugs and prescription drugs without a prescription, during working hours, while on County property, while using or operating County equipment or vehicles, or while subject to being called to duty, on breaks, or during meal periods.
 3. Not directly or through third parties sell or provide drugs or alcohol to any person, including any employee, while either or both employees are on duty or subject to being called to duty.
 4. Notify his or her supervisor, before beginning work, when taking medications or drugs, prescription or non-prescription, which may interfere with the safe and

effective performance of duties or operation of County equipment.

5. Provide, within 24 hours of request, bona fide verification of current valid prescription for any potential impairing drug or medication identified. The prescription must be in the employee's name. A medical marijuana prescription/license is not deemed a valid prescription for employment purposes.
6. Notify the Human Resources Director and Department Head of any criminal drug conviction for a violation not later than five days after conviction.

- B. Special Restrictions. Special restrictions and/or policies applicable to Department of Transportation regulated or sensitive safety positions are incorporated herein by this reference, and will be enforced together with, and in addition to, the provisions of this section. Departments receiving federal funding may be subject to the Drug-Free Workplace Act of 1988.
- C. Discipline For Violations. Violation of any of the above can result in discipline up to and including termination, and may include the employee's participation in, and completion of, a drug or alcohol treatment program. The decision to discipline or discharge will be carried out in conformance with the disciplinary procedures set forth in these rules and in conformance with state and federal leave and disability laws.
- D. Search of Property. The County reserves the right to search, without employee consent, all areas and properties in the County over which the County maintains control or joint control with the employee.
- E. Pre-employment screening. The County will maintain post-offer, pre-employment screening practices regarding drugs and alcohol. All offers of employment extended by the County shall be contingent upon the applicant submitting to and passing a fitness for duty examination which may include testing for use of drugs and alcohol for designated positions. Applicants who refuse to sign a consent form permitting testing or the release of test results to the County will not be hired/rehired.
- F. Management Responsibilities and Guidelines. Managers and supervisors are responsible for reasonable enforcement of this drug and alcohol policy. Managers and supervisors shall direct that an employee submit to a drug and/or alcohol test when a manager or supervisor has a reasonable suspicion that an employee is intoxicated or under the influence of drugs or alcohol while on the job or subject to being called to work.
1. Reasonable suspicion is a belief based on objective facts sufficient to lead a reasonably prudent supervisor to suspect that an employee is under the influence of drugs or alcohol so that the employee's ability to perform the functions of the job is impaired or so that the employee's ability to perform his/her job safely is reduced.
 2. Managers and supervisors shall direct an employee to submit to a drug and/or alcohol test if the employee has been involved in a vehicular accident where the employee was the driver or involved in any accident that causes damage to county property or injury to any person.
 3. Any manager or supervisor directing an employee to submit to a drug and/or alcohol test shall document in writing the facts constituting reasonable suspicion

that the employee in question is intoxicated or under the influence of drugs or alcohol.

4. Any manager or supervisor encountering an employee who refuses an order to submit to a drug and/or alcohol analysis upon direction will remind the employee of the requirements and disciplinary consequences of failing to submit to the analysis. Where there is reasonable suspicion that the employee is then under the influence of alcohol or drugs, the manager or supervisor will arrange for the employee to be safely transported home.
5. Managers and supervisors will not physically search the person or employee suspected of being under the influence of drugs and/or alcohol, nor search the personal possessions of such employee or person without first being provided the freely given written consent of the employee or person.
6. Managers and supervisors will notify the Department Head or designee when they have reasonable suspicion to believe that an employee may have illegal drugs in his or her possession or in an area not jointly or fully controlled by the County. If the Department Head or designee concurs that there is reasonable suspicion of illegal drug possession, the Department Head may notify the appropriate law enforcement agency.

G. Physical Examination and Procedure. The drug and/or alcohol test may test for any substance which could impair an employee's ability to effectively and safely perform the functions of his/her job, including but not limited to, prescription medications, alcohol, heroin, cocaine, morphine and its derivatives, PCP, methadone, barbiturates, amphetamines, marijuana and other cannabinoids.

1. Results of Drug and/or Alcohol Analysis Pre-employment. A positive result from a drug and/or alcohol analysis may result in the applicant not being hired where the applicant's use of drug and/or alcohol could affect performance of job, duties or responsibilities. If a drug screen is positive at the pre-employment physical the applicant must provide, within 24 hours of request, a bona fide verification of a valid prescription for the drug identified in the drug screen. If the prescription is not in the applicant's name or the applicant does not provide acceptable verification, or if the drug is one that is likely to impair the applicant's ability to perform the job duties, the applicant may not be hired.
2. During Employment Physical or Alcohol/Drug Test. A positive result from a drug and/or alcohol analysis may result in disciplinary action, up to and including discharge. If the drug screen is positive for a prescription drug, the employee must provide, within 24 hours of request, a bona fide verification of a valid current prescription of the drug identified in the drug screen. The prescription must be in the employee's name. If the employee does not provide acceptable verification of a valid prescription, or if the prescription is not in the employee's name, or if the employee has not previously notified his or her supervisor that the employee has been prescribed and will be taking such prescribed drug, the employee will be subject to disciplinary action up to and including discharge.
3. Testing Procedures. Testing procedures and threshold limits shall be in accordance with state and federal law, DOT procedures, and as may be determined by policy

established by the Board of Supervisors.

4. Investigation. If an alcohol or drug test is positive for alcohol or drugs, the County shall conduct an investigation to gather all facts. The decision to discipline or discharge will be carried out in conformance with the disciplinary procedures set forth in these rules and in conformance with state and federal laws.

- H. Confidentiality. Laboratory reports and test results shall not appear in an employee's personnel file. Information of this nature will be contained in a separate confidential medical file which will be securely kept under the control of the Human Resources department. The report or test results may be disclosed to County management on a strictly need-to-know basis and to the tested employee upon request. Disclosures, without consent, may also occur when (1) the information is compelled by law or by judicial or administrative process; (2) the information has been placed at issue in a formal dispute between the employer and the employee, (3) the information needs to be used in administering an employee benefit plan; or, (4) the information is needed by medical personnel for the diagnosis or treatment of the employee who is unable to authorize disclosure.

480 Job Abandonment

An employee is deemed to have resigned if the employee is absent for three (3) consecutive work days without prior authorization and without notification during the period of absence. Employees separated from employment for job abandonment may be reinstated with such charge removed from the employee's record upon presentation of acceptable justification for the absence. Said request for reinstatement must be made in writing to the Department Head within 30 days of the effective date of separation. A justified absence may include such occurrences as severe accident, severe illness, false arrest, or mental or physical impairment which prevented notification. Employees have no right of appeal if deemed to have resigned as a result of job abandonment.

490 Disciplinary Action – General

Employees of the County who have obtained permanent or regular status may only be disciplined for cause.

500 Disciplinary Action – Authority

The Department Head, appointing authority or County Administrative Officer may demote, suspend, or discharge permanent employees. Managers and supervisors as well as the Department Head, appointing authority or the County Administrative Officer may provide written or oral reprimands.

510 Disciplinary Action – Types

- A. There are no rigid rules which specify the degree of disciplinary action which is appropriate for specific misconduct or performance deficiency. There is no requirement that discipline be "progressive," and the County reserves its right to not follow progressive discipline. Progressive discipline is to be used to assist employees in improving their performance. It is not to be considered a bar or prior condition to suspension, demotion, or termination. While termination for unsatisfactory conduct and certain types of misconduct will often be preceded by oral reprimand, written reprimand, or suspension, Mono County reserves the right to proceed to any level of discipline,

including termination when such action is deemed appropriate. The facts and circumstances of the specific act, misconduct or performance deficiency, together with the employee's performance history, and the harm to public service, will be reviewed to determine the appropriate level of disciplinary action to be imposed. In general, this policy contemplates a two-tier approach when determining the level of appropriate discipline. Examples of this policy include, but are not limited to, the following:

1. The types of misconduct and poor performance that will usually result in an oral reprimand or written reprimand include limited incidents of tardiness and poor performance, minor acts of neglect of duty, incompetence, insubordination, and violations of rules or policies that will be corrected by a reasonable level of discipline and supervision.
2. The types of misconduct and poor performance that will usually result in suspension or termination will include any instance of violence, harassment, discrimination, theft, violation of a felony or any crime of moral turpitude, repeated poor performance or misconduct following any written reprimand, performance violation, performance improvement plan or corrective action plan, repeated acts of insubordination, neglect of duty, incompetence, or violation of any rule, law, or policy that may cause a risk or harm to any person.

B. Set forth below are the types of disciplinary action that can be imposed:

1. Oral Reprimand. Oral reprimand is the least formal action. It is administered by the employee's immediate supervisor or Department Head. This action is not noted in an employee's personnel file. There is no requirement to issue an oral reprimand before proceeding to any other appropriate level of discipline. Nothing shall prevent an oral reprimand to be changed to a written reprimand if, upon reflection or discussion with the Department Head, the supervisor determines that a written reprimand is the appropriate form of discipline.
2. Written Reprimand. The written reprimand is prepared by the employee's immediate supervisor or Department Head and explicitly describes the problem and possible solution. A copy of the written reprimand is filed in the employee's personnel file. There is no requirement to issue a written reprimand before proceeding to any other appropriate level of discipline.
3. Suspension. With the approval of the Department Head, an employee may be separated from service for one working day or more. Suspensions require County Counsel and Human Resource Director review and County Administrative Officer approval. There is no requirement to issue a suspension before proceeding to any other appropriate level of discipline.
4. Demotion. An involuntary reduction in status from one classification to another classification having a lower salary range. A demotion requires County Counsel and Human Resource Director review and approval of the County Administrative Officer.

5. Discharge. Discharge is an involuntary separation from employment of an employee for cause. Discharge requires County Counsel and Human Resource Director review and approval of the County Administrative Officer.

520 Disciplinary Action – Grounds

- A. The maintenance of permanent status by an employee requires appropriate behavior and efficient and effective service. Employees are expected to observe and maintain certain standards of job performance and conduct. When job performance and conduct does not meet Mono County's standards, the employee's Department Head or his or her designee will endeavor, when deemed appropriate in their discretion, to provide employees with a reasonable opportunity to correct the deficiency. If, however, the employee fails to make the correction, he or she will be subject to discipline, up to and including termination.
- B. Any permanent employee is subject to disciplinary action, including discharge, suspension, reduction in wages, demotion, written reprimand and oral reprimand. Listed below are examples of cause which will be deemed sufficient for such action by the County. These examples are intended to provide employees with fair notice of what is expected of them. It is not possible to provide an exhaustive list of all types of impermissible conduct and performance. Therefore, employees should be aware that conduct not specifically set forth below, but which adversely affects or is otherwise detrimental to the interests of Mono County, other employees, contractors, employees of other public agencies, clients, and members of the public, may also result in disciplinary action, including termination. Grounds for disciplinary action are not limited to the examples enumerated below:
 1. Fraud in securing appointment which shall include, but not be limited to, misrepresentation of any material fact in any written or oral application for work with Mono County; failure to possess any license or certificate necessary to the performance of the duties and functions required by the job for which the person is applying; and failure to possess any special skill or ability that may be required by the position for which the person is applying.
 2. Incompetence or inefficiency in the performance of duty. This is defined to include, but not be limited to, any neglect of duty and/or failure to meet reasonable work performance standards and requirements. The failure to comply with any performance improvement plan, corrective action plan, specific job improvement orders or suggestions set forth in a performance evaluation, or repeated failure to meet reasonable work performance standards, will result in disciplinary action that may include, suspension, demotion, or termination.
 3. Inexcusable neglect of duty. This may include, and not be limited to, unauthorized or excessive time away from the performance of the job duties, lack of attention to job responsibilities, failure to follow appropriate work procedures, and failure to perform duties in a timely manner. Repeated instances of inexcusable neglect of duty cannot be tolerated by a public agency and will result in disciplinary action, up to and including termination.
 4. Insubordination. This is defined to include, but not be limited to, the willful failure or refusal to perform a particular duty, function or responsibility required

by the position of employment. It may also include the failure to follow the terms and conditions of a performance improvement plan. Repeated instances of insubordination, whether or not related to the first instance of insubordination, are not acceptable and will result in disciplinary, up to and including termination. Insubordination also includes conduct which insults, demeans, or undermines the authority of a supervisor or manager.

5. Dishonesty which is defined to include, but not be limited to, any unauthorized possession or use of property not belonging to the employee, the making of false statements to a supervisor, Department Head, or investigating authority, committing perjury, falsifying time cards, or any County documents or records, and making any false or deliberately misleading statements during the course of employment or concerning any business of the County.
6. Violation of the County's drug and alcohol policy, and when applicable, violation of Department of Transportation Regulations and/or the Drug-Free Workplace Act of 1988.
7. The conviction of either a misdemeanor or a felony related to the position held will constitute grounds for discipline up to and including dismissal of any employee. The record of conviction will be conclusive evidence of the fact that a conviction occurred. The Human Resources Director may inquire into the circumstances surrounding the commission of the crime in order to support the degree of discipline. A plea or verdict of guilty or a conviction showing a plea of nolo contendere is deemed to be a conviction within the meaning of this section.
8. Persistent, abusive or discourteous treatment of the members of the general public or fellow employees, including but not limited to, discriminating against, harassing, including sexually harassing, fellow employees or members of the public, and/or interfering with the work performance of others.
9. Political activity during an employee's or officer's working hours, when engaged in official county business, when using County equipment, while in County uniform or in a County vehicle, or in the name of the County.
10. Violation of any County ordinance or lawful department rule, regulation or policy.
11. Willful misuse of County property or causing damage to County property resulting from misuse or negligence.
12. Knowing and malicious publication (orally or in writing) of inaccurate or false information concerning County, its officers or employees, which is of such nature as to bring discredit to the County or its officers and employees.
13. Misrepresenting oneself as a spokesman for the County in such a way as to bring discredit to the County.
14. Working or approving overtime without authorization.
15. Excessive absenteeism, tardiness, or abuse of lunch and other break privileges.

16. Abuse of sick leave.
17. Mental or physical impairment which renders the employee unable to perform the essential functions of the job, with or without reasonable accommodation (if disabled), or presents a significant current risk of substantial harm or threat to the health and/or safety of self or others.
18. Acceptance from any source of a reward, gift, or other form of remuneration in addition to regular compensation to an employee for the performance of his or her official duties.
19. Failure to maintain confidential information.
20. Endangering another employee or member of the public through unsafe practices, engaging in threatening, intimidating, or discriminatory activities, and unlawful or unauthorized possession, brandishing, or use of any dangerous weapon.
21. Any other failure of good behavior or acts which are incompatible with or inimical to, or in any way provides harm to, the public service, brings discredit to the County, or is a violation of the Codes of Conduct provided in these rules under section 380.

530 Disciplinary Action – Effective Date

Disciplinary action becomes final upon issuance of the final notice of the disciplinary action. Before taking action to dismiss, suspend without pay, demote, or cause a reduction in pay or other property interest of employment, specific procedures which provide the employee with procedural due process, must be followed. Any such proposed discipline should be reviewed by the Human Resource Director or his or her designee, and the County Counsel's office, prior to such action being taken. The CAO may adopt a Skelly Hearing Policy that guides supervisors and managers through this process.

A. Notice of Proposed Action (Skelly Notice).

The appointing authority shall first attempt to cause the Notice of Proposed Action to be personally served on the employee if that is possible. If the circumstances do not allow for hand delivery of the notice, the notice may be mailed by both certified and first-class mail, and five calendar days are to be added to the applicable response time.

The Notice of Proposed Action shall contain the following:

1. The name of the employee and their position.
2. A statement describing the disciplinary action proposed to be taken and the proposed effective date of such action.
3. A statement of the specific charge(s) for the proposed discipline from the grounds for discipline set forth in Section 520.
4. A clear and concise statement of the reasons for which the proposed disciplinary is being

taken, including a statement of the acts or omissions that form the basis of the charges.

5. A statement that the employee may review and request copies of materials upon which the proposed action is based, or a statement that the materials that form the basis of the proposed action are attached to, and incorporated within, the notice.

6. A statement that the employee has the right to respond within ten (10) calendar days to the appointing authority either orally or in writing, and has a right to be represented at the hearing.

B. Employee Response.

The employee, with or without union representation, upon whom a Notice of Proposed Action has been served shall have ten (10) calendar days to respond to the appointing authority either orally or in writing before the proposed action may be taken. Upon application and for good cause, the appointing authority may extend in writing the period to respond. If the employee's response is not filed within ten (10) calendar days of service of the Notice of Proposed Discipline, or within the period specified in any written extension, the right to respond is waived and lost.

C. Hearing or Review of Written Response.

1. The purpose of the Skelly Hearing is to provide an opportunity for the employee to be heard. The employee may offer oral or written information that serves to refute factual allegations in the notice of proposed discipline and/or to offer facts or explanation in order to reduce the severity of the proposed discipline.

2. The following guidelines shall apply:

- i. Except where departmental policy requires a specified officer to conduct the hearing, the hearing officer shall be the Human Resources Director, or, in the event the discipline is proposed against a Human Resources Department employee, the hearing officer shall be chosen by the CAO.
- ii. The hearing is not a formal evidentiary hearing. The hearing officer may only review those documents which are relevant to the specific proceeding as determined in his or her sole discretion.
- iii. At the beginning of the hearing, the hearing officer shall explain the process and advise the employee that the scope of the hearing is limited to the charges and facts set forth in the Notice of Proposed Discipline and ask the employee if the employee has any questions about what is stated in that Notice, and to present facts in support of their position.
- iv. The employee is allowed to have up to two Union-appointed representatives at the hearing if he or she chooses.
- v. The Department may have up to two representatives at the hearing to listen to the proceedings, take notes, and respond to questions from the hearing officer.
- vi. Following the hearing, and within a reasonable time, the hearing officer shall determine, based upon the information provided for the Skelly Hearing, whether to confirm the proposed discipline; to modify or withdraw the proposed

discipline; or to instruct the individual initiating the disciplinary action to conduct additional investigation.

D. Notice of Final Disciplinary Action.

Following the receipt of the hearing officer's written report and recommendation, the Skelly Hearing Officer shall prepare a written Notice of Final Disciplinary Action and serve the Notice on the employee and on the Union Business Representative by personal delivery or by both certified and first-class mail. The Notice is deemed served upon personal delivery or mailing, but in the case of mailing it shall extend the time for the Union to request an appeal by five calendar days. Upon service of this Notice of Final Disciplinary Action, the discipline shall become effective and imposed.

The Notice of Final Disciplinary Action shall contain:

1. The name of the employee and their position.
2. A statement describing the disciplinary action to be taken and the effective date of such action.
3. A statement of the specific charge(s) for the discipline from the grounds for discipline set forth in Section 520
4. A clear and concise statement of the reasons for which the proposed disciplinary is being taken, including a statement of the acts or omissions that form the basis of the charges. Any relevant facts presented by the employee in response to the proposed action, shall also be included.
5. For suspensions greater than 30 days or dismissals from employment: A statement that the employee has a right to appeal the imposition of discipline to the County Administrative Officer for review within ten (10) calendar days of the service of the Notice of Final Disciplinary Action. For all other disciplinary actions: A statement that the Union has a right to appeal the imposition of discipline to arbitration within ten (10) calendar days of the service of the Notice of Final Disciplinary Action.
6. A copy of written materials upon which the County relied upon in imposing the discipline, or if such materials are voluminous, a succinct statement describing the materials and notifying the employee how a copy of those materials may be obtained.

E. Leave Pending Employee Response.

Pending response to a Notice of Proposed Action, the appointing authority, for cause specified in writing, may request that the CAO place the employee on temporary leave of absence with pay pending the completion of the hearing process.

F. Appeal to County Administrative Officer

1. If the administrative disciplinary matter is not resolved to the satisfaction of the employee by the Notice of Final Disciplinary Action, and the discipline imposed is a suspension greater than thirty days or a dismissal from employment, within ten (10) calendar days of the service of the Notice of Final Disciplinary Action the employee may appeal the Notice of Final Disciplinary Action to the CAO. Failure to file the written challenge within such time constitutes the employee's waiver to any further process challenging the discipline.

2. Upon receipt of a timely submission of the Notice of Final Disciplinary Action as set forth in Section 530.F.1, the CAO shall schedule a meeting to discuss the disciplinary action with the employee. Within seven working days after the meeting the CAO shall serve a written Notice that upholds, modifies, or dismisses the Notice of Final Disciplinary Action. Such Notice shall be considered the Notice of Final Disciplinary Action for purposes of the following sections related to an appeal to arbitration.

To the extent the CAO's Notice of Final Discipline modifies or dismisses the original Notice of Final Disciplinary Action, the modified or dismissed action shall become effective and imposed upon service of the CAO's Notice of Final Disciplinary Action.

535 Appeal to Arbitration

The Union is the exclusive representative of its members, with the sole right to appeal to arbitration a Notice of Final Disciplinary Action or grievances that are eligible for such appeals. The Union may adopt policies and procedures to determine whether or not to elevate a matter to arbitration.

In order to exercise the right to appeal such a matter to arbitration, within 10 calendar days of the service of the Notice of Final Disciplinary on the Union Business Representative, the Union shall file with the County Human Resources Department a written notice of appeal. Such notice shall include the factual basis for challenging the Notice of Final Disciplinary action. The Union and the County shall share equally the cost of the Arbitrator regardless of the outcome of the arbitration. If the Union does not file a written notice of appeal within the time limits required, the disciplinary action is final without any further action or appeal rights.

540 Appointment of Arbitrator

An Arbitrator shall hear and determine all appeals from disciplinary proceedings other than oral or written reprimands (which are not subject to appeal) and shall hear grievances as the final step of the grievance process (if reached). The parties to the appeal hearing and to the selection of the arbitrator shall be the Union and the County.

The Arbitrator shall be selected from the following list of arbitrators:

- Charles Loughran
- Carol Vendrillo
- Fred D'Orazio
- Wilma Radar
- Geraldine Randall
- Kathleen Kelly
- Any person mutually agreed upon by the Human Resources Director and the Union Business Representative

The Arbitrator shall be chosen in the presence of the Human Resources Director by the Union Business Representative and/or designee pulling a name out of a hat.

- A. Authority of the Arbitrator. The Arbitrator will have the power to examine witnesses under oath, compel their attendance, compel production of evidence, issue subpoenas in the name of the County and deliver subpoenas to current employees and/or provide for service of the subpoenas. The refusal of a person to attend or to testify and answer to a subpoena will subject the person to prosecution in the same manner as set forth by law for

failure to appear before the Board of Supervisors in response to subpoena issued by the Board of Supervisors and/or be subject to disciplinary action if the witness is an employee.

- B. Arbitrator Deliberations and Determinations. When the Arbitrator makes determinations, after required notice and hearing, the Arbitrator will have the following powers:
1. Upon reaching a conclusion with respect to a determination requiring findings and conclusions, the Arbitrator shall cause to be drafted his or her findings and conclusions.
 2. The decision of the Arbitrator shall be the final and binding administrative action and not subject to any further administrative appeal.

550 Appeal Procedure

- A. Scheduling of Hearing. Upon receipt of the request for appeal, the Clerk of the Arbitrator shall schedule a hearing before the Arbitrator. Absent a stipulation to the contrary, the appeal hearing shall be set no less than twenty (20) working days and no more than sixty (60) working days from the day of the filing of the appeal. These deadlines are advisory only. Failure to schedule, notice or conduct a hearing within the suggested time periods shall not invalidate the disciplinary action being appealed. All interested parties shall be notified in writing of the day, time and place of the hearing at least fifteen (15) working days prior to the hearing.
- B. Private Hearings. All hearings shall be private.
- C. Pre-Hearing Procedure.
1. Subpoenas. The Arbitrator is authorized (but not required) to issue subpoenas at the request of either party prior to the commencement of the hearing. After the commencement of the hearing, the Arbitrator may issue subpoenas only for good cause. The Human Resources Department will prepare subpoenas for all witnesses. The Human Resources Department will only serve subpoenas on individuals who are currently employed by the County. It will be the responsibility of the employee and the County to submit the names of County employees to be subpoenaed at least ten (10) working days before the date of the hearing in which they are requesting the witnesses to appear.
 2. Exhibits and Witnesses Lists. Ten (10) working days prior to the date set for the hearing, each party shall serve upon the other party and submit to the Arbitrator Clerk a list of all witnesses and a list and copy of all exhibits.
 3. Hearing Briefs. Either party may submit a concise hearing brief outlining the factual and legal issues and providing a legal analysis supporting the party's position. Hearing briefs shall be filed with the Clerk of the Arbitrator and served on the other party at least five calendar days prior to the commencement of the hearing. Hearing briefs are limited to ten (10) pages or less unless otherwise allowed by the Arbitrator.
- D. Record of Proceedings and Costs.
1. Court Reporter. All disciplinary appeal hearings may, at the discretion of either

party be recorded by a court reporter. Any hearing that does not utilize a court reporter shall be recorded by audio tapes. If a court reporter is requested by either party, that party shall pay the cost of the court reporter. If both parties request a court reporter, the cost will be split equally.

2. Employee Witness Compensation. Employees of the County who are subpoenaed to testify during working hours will be released from work with pay to appear at the hearing. The Union will bear the cost of reimbursing any more than six employees it subpoenas to appear at the hearing for the pay such employee(s) is entitled to. The Arbitrator may direct that these employees remain on call until called to testify. Employees who are subpoenaed to testify during non-working hours will be compensated for the time they actually testify by the party subpoenaing them, unless the County agrees to a different arrangement. Time spent by an employee summoned as a witness will count as hours worked.

E. Conduct of the Hearing. The hearing need not be conducted in strict accordance with technical rules relating to evidence and witnesses but hearings shall be conducted in a manner most conducive to determination of the truth.

1. Any relevant evidence may be admitted if it is the type of evidence on which responsible persons are accustomed to rely in the conduct of serious affairs. Consideration shall be given to the existence of any common law or statutory rules which might make improper the admission of such evidence over objection in civil actions.
2. Hearsay evidence may be used for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions.
3. The rules dealing with privileges shall be effective to the same extent that they are now or hereafter may be recognized in civil actions.
4. Irrelevant and unduly repetitious evidence may be excluded.
5. The Arbitrator shall determine the relevancy, weight and credibility of testimony and evidence. Decisions made by the Arbitrator shall not be invalidated by any informality in the proceedings.
6. During examination of a witness, all other witnesses, except the parties, shall be excluded from the hearing upon motion of either party.

F. Burden of Proof. In a disciplinary appeal the party employing discipline has the burden of proof by the preponderance of evidence.

G. Request for Continuance. Each side should be asked if it is ready to proceed. If either side is not ready and wishes a continuance, good cause must be stated and the Arbitrator must find that good cause exists prior to granting a request for continuance.

H. Testimony under Oath. All witnesses shall be sworn in for the record prior to offering

testimony at the hearing. The Arbitrator will request the witnesses to raise their right hand and respond to the following:

“Do you swear or affirm that the testimony you are about to give at this hearing is the truth, the whole truth and nothing but the truth?”

- I. Presentation of the Case. With respect to disciplinary appeals, the hearing shall proceed in the following order unless the Arbitrator, for special reason, directs otherwise:
 1. The party imposing discipline (County) shall be permitted to make an opening statement.
 2. The appealing party (Union) shall be permitted to make an opening statement, or reserve an opening statement until presentation of their case.
 3. The party imposing disciplinary action (County) shall produce their evidence.
 4. The party appealing from such disciplinary action (Union) may then offer their evidence.
 5. The County may offer rebutting evidence.
 6. Closing arguments shall be permitted at the discretion of the Arbitrator. The party imposing discipline (e.g. the party with the burden of proof), shall have the right to go first and to close the hearing by making the last argument. The Arbitrator may place a time limit on closing arguments. The Arbitrator or the parties may request the number of pages for said briefs.
 7. With respect to grievances, the party who filed the grievance shall present their case first, followed by the department head or other party responding to the grievance. The Arbitrator may then allow rebuttals and closing arguments as it deems appropriate.
- J. Procedure for the Parties. The County representative and the Union representative will address their remarks, including objections, to the Arbitrator. Objections may be ruled upon summarily or argument may be permitted. The Arbitrator reserves the right to terminate argument at any time and issue a ruling regarding an objection or any other matter, and thereafter the representative shall continue with the presentation of their case.
- K. Right to Control Proceedings. While the parties are generally free to present their case in the order that they prefer, the chair reserves the right to control the proceedings, including, but not limited to, altering the order of witnesses, limiting redundant or irrelevant testimony, or by the direct questioning of witnesses. The Arbitrator shall allow parties to examine their own witnesses or to cross-examine the other party, or the other party's witnesses.
- L. Hearing Demeanor and Behavior. All parties and their attorneys or representatives shall not, by written submission or oral presentation, disparage the intelligence, ethics, morals, integrity, or personal behavior of their adversaries or the Arbitrator, and shall conduct themselves with the civility and etiquette appropriate for a legal proceeding. The Arbitrator reserves the right to continue the hearing or dismiss disruptive witnesses or counsel.

- M. Deliberation Upon the Case. The Arbitrator shall consider all relevant oral and documentary evidence, the credibility of witnesses, and other appropriate factors in reaching a decision. The Arbitrator may deliberate at the close of the hearing or at a later date and time.
- N. Written Findings and Recommended Decision. The Arbitrator shall render the findings and decision as soon after the conclusion of the hearing as possible. A finding must be made by the Arbitrator on each material issue.
- O. Judicial Review.
 - 1. Petition for Writ of Mandate. Judicial review of any decision of the Arbitrator may be had pursuant to Section 1094.5 of the California Code of Civil Procedure only if the petition for writ of mandate pursuant to such section is filed within the time limits specified in this section.
 - 2. 90 Days from Final Decision. Pursuant to Code of Civil Procedure Section 1094.6 any such petition shall be filed not later than the ninetieth (90th) day following the date on which the decision becomes final. The decision becomes final on the date it is mailed by first-class mail, postage prepaid, including a copy of the affidavit or certificate of mailing, or as provided pursuant to Code of Civil Procedure Section 1094.6(b).
 - 3. Administrative remedies are deemed exhausted when findings have been issued.

GRIEVANCE PROCESS

560 Grievance – Definitions

With respect to the grievance procedure, unless the context indicates otherwise, the terms used are defined as follows:

- A. Grievance. A grievance is a written allegation by a Grievant, submitted as herein specified, claiming violation of the specific expressed terms of a memorandum of understanding or rules or regulations governing the personnel practices or working conditions of employees and for which there is no other specific method of review provided by State or Federal law or by County ordinance or rules.
- B. Grievant. For all grievance procedures up to the level of arbitration, a grievant is an employee in the County Service (probationary or permanent) or group of such employees adversely affected by an act or omission of the County or the majority representative of a bargaining unit. For all grievance procedures at the level of arbitration, the grievant is the Union.
- C. Immediate Supervisor. The individual who assigns, reviews or directs the work of an employee.
- D. Representative. The person selected by an employee to appear with that employee in the presentation of the employee's grievance.
- E. Superior. The individual to whom an Immediate Supervisor reports.

The Grievance Procedure is not to be used for the following:

1. For the purpose of resolving complaints, requests or changes in wages, hours and working conditions.
2. To challenge the results of employee evaluations or performance reviews; provided, however, that an overall evaluation of “unsatisfactory” that does not form the basis of a decision to grant or deny a pay increase (e.g., a step increase) may be grieved to step three of the grievance process and an overall evaluation of “unsatisfactory” that does form the basis of such a decision may be grieved to step four of the grievance process
3. To challenge the decision to re-classify, lay-off, deny reinstatement or deny a step or merit increase to an employee, except to the extent the grievance alleges a violation of a County procedural requirement related to such matters.
4. In cases of oral reprimand, written reprimand, demotion, suspension, or termination.
5. To challenge violation of the law or past practice.
6. To challenge examinations or appointment to positions.
7. To express unhappiness over lawful management decisions, style, etc.

570 Grievance - General Rules

- A. All parties to a grievance must act in good faith and strive for objectivity. Parties should endeavor to reach a solution at the earliest possible step of the procedure. Filing of a grievance will not result in retaliation.
- B. The aggrieved employee shall have the right to be represented or accompanied by a person of the employee’s choice if the grievance is not resolved at the informal level as provided in step one of the grievance procedure.
- C. The employee and his or her representative will have reasonable time and facilities allocated for the preparation of the employee’s position with respect to the grievance alleged. The time must be reasonable and not excessive.
- D. The timelines in the grievance procedure must be strictly followed. If the grievance is not appealed to the next level within the specified time limit, the grievance shall be considered withdrawn and will not be processed further. If the County fails to process the grievance in a timely manner, the grievance will go automatically to the next step. The parties may extend the timelines by mutual agreement in writing.
- E. Any person responsible for conducting any conference, meeting or hearing under the formal grievance procedure shall give reasonable and timely notice to all persons concerned.
- F. When two (2) or more employees have a common grievance, they shall initiate a single group grievance or County may combine common grievances into a single group

grievance. The initial hearing of the group grievance shall be by the immediate supervisor, superior or Department Head as determined by the Human Resources Manager.

- G. If the grievance is not resolved at the Department level, it shall be heard by the County Administrative Officer and his/her decision is final.

580 Grievance – Procedure

- A. Step One. Within five (5) working days of the date the employee knew or should have known of the incident giving rise to the grievance, the employee must discuss the matter informally with the employee's immediate supervisor. If more than five (5) working days elapse from the date the employee knew or should have known of the act or omission giving rise to the incident, the grievance will be rejected and will not be processed further. The employee or the supervisor may seek advice or counsel from superiors or the Department Head.
- B. Step Two. If, within five (5) working days of completion of Step One, a mutually acceptable solution has not been reached at Step One, the employee shall submit the grievance in writing to the Department Head or appointing authority.

In filing a grievance, the employee should set forth the following information:

1. The specific Section of the MOU, rules or regulations allegedly violated.
2. The specific act or omission that gave rise to this alleged violation.
3. The date or dates on which the violation occurred.
4. What documents, witnesses or other evidence supports the grievant's position.
5. The remedy requested.

Within ten (10) working days of receipt of a formal grievance, the Department Head or appointing authority will hold a meeting with the grievant and the grievant's representative, if any. A written decision will be prepared within five (5) working days from the meeting, and shall be served on the employee within ten (10) working days or from the date of the meeting. The parties may agree to an extension of time for the written decision if necessary to perform research or investigation that may result in a resolution of the grievance. Before the issuance of the written decision, the Department Head or appointing authority will review the written decision with the County Counsel and the Human Resources Director.

- C. Step Three. Should an employee be dissatisfied with the decision of the Department Head or appointing authority, said employee, within five (5) working days of the receipt of the decision, may file a written appeal with the County Administrative Officer. The County Administrative Officer will render a decision within ten (10) working days and serve a copy of the written decision on the employee and on the Union Business Representative by personal delivery or by both certified and first-class mail. The Notice is deemed served upon personal delivery or mailing, but in the case of mailing it shall extend the time for the Union to request an appeal by five calendar days.

- D. Step Four. Should an employee be dissatisfied with the decision of the County Administrative Officer, within 10 calendar days of the service of the copy of the written decision by the CAO on the Union Business Representative, the Union shall file with the County Human Resources Department a written notice of appeal. The matter shall then be heard by an Arbitrator as set forth in Section 540 *et. seq.* Note that step four is not available in the case of overall evaluations of “unsatisfactory” which do not form the basis of a decision to grant or deny a pay increase. (See above Section 560(F).)

590 Grievance – Confidentiality

All grievances will be treated, to the extent possible, as matters requiring confidentiality, and all parties concerned will strive to limit publicity and notoriety surrounding the grievance.

600 Layoff

- A. Layoff Determination. Whenever in the judgment of the Board of Supervisors it becomes necessary to abolish any position of employment, the employee holding such position of employment may be laid off or demoted without disciplinary action and without the right of appeal.
- B. Notification. Employees to be laid off should be given, whenever possible, at least fourteen (14) calendar days notice. The notice will include the reason for lay off, a list of displacement rights, and the effective date of layoff. Upon notification of layoff, any permanent or probationary employee, upon receiving a layoff notice, may use up to ten (10) days of accrued sick leave to look for other employment. Such leave may be taken upon at least one day’s notice to the employee’s Department Head or supervisor, and leave consisting of two or more days may be taken upon at least two day’s notice.
- C. Process for Lay Off. The Board of Supervisors shall have the sole discretion to determine the number and classification of employees to be laid off in each department. All layoffs shall be made by classification within a department.
- D. Order of Lay Off. Employees shall be laid off in the inverse order of their seniority in their classification in the department. This order may be modified when a Department Head requests, and the CAO determines, that an immediate business necessity requires a variance from this general order. The order shall be as follows:
1. Temporary employees;
 2. Probationary part-time employees;
 3. Probationary full-time employees;
 4. Permanent part-time employees;
 5. Permanent full-time employees.
- E. Seniority. Seniority is based on total continuous permanent employment with the County. Continuous permanent employment is defined as employment with the County without interruption commencing with the employee’s hiring date, except for authorized absences

or absences to serve in the armed forces of the United States.

- F. Ties. Ties in hiring dates shall be broken by lot.
- G. Displacement. Permanent employees who are designated to be laid off may displace employees in a lower classification within the employee's department provided that the employee exercising the displacement privilege has greater seniority than the incumbent in the class which the employee is bumping, and provided that the employee meets the minimal qualifications for the job. Conditions which affect displacement rights are as follows:
1. The employee exercising the displacement privilege will displace the employee in the lower classification in the inverse order of seniority.
 2. All employees must exercise displacement privileges within five (5) working days after receipt of the notice of lay off, by written notice to the Human Resources Director. The County shall provide an appropriate layoffs list to the affected employee(s). If this choice is not exercised within the specified time, it is automatically forfeited. If an employee exercises their displacement privileges they will receive the salary in that new position in accordance with procedures governing voluntary demotion.
- H. Reemployment. An employee who has been laid off or demoted in lieu of layoff may be reemployed or reinstated as follows:
1. Eligibility for Reemployment Following Layoff. Permanent employees who are laid off, or demoted in lieu of lay-off will be eligible for reemployment in the classification from which they were laid off or demoted, or to a related classification with similar or lesser qualifications, if a vacancy in the classification occurs within two years of the date of layoff or demotion. If an employee declines an offer of reemployment two (2) times, the employee's name will be taken off the reemployment list.
 2. Process. Each permanent employee who has been laid off or demoted in lieu of layoff will be placed on a reemployment list by classification in the reverse order of layoff. As a vacancy occurs in the classification or related classification, the Human Resources Director will offer reemployment to the top person on the reemployment list. The employee shall have five days to respond to the offer.
 3. Status, Salary, Benefits, and Seniority Upon Reemployment. Permanent employees who are reemployed following a layoff will be placed on the salary range and step last held. If the employee is reemployed within one year the employee will be treated as if they had been on an unpaid leave of absence. Permanent employees who are reemployed after one year shall accrue benefits as if they are new employees. Any unused and unpaid sick leave shall be reinstated upon reemployment.

610 Personnel Records

- A. General. The County maintains a personnel file on each employee. An employee's personnel file should contain only material that is necessary and relevant to the

administration of the County's personnel program. Personnel files are the property of the County and access to the information they contain is restricted.

B. Notifying County of Changes in Personnel Information. Each employee is responsible to promptly notify the Manager of Human Resources and Department Head of any changes in relevant personnel information including:

1. Legal Mailing address, residence address if different from mailing address, and email address if any;
2. Telephone and Cellular number, if any;
3. Persons to be contacted in case of emergency; and,
4. Number and names of dependents.

C. Medical Information.

1. Separate Confidential Files. All medical information about an employee or applicant is kept separately and is treated as confidential, in accordance with the American with Disabilities Act, the California Fair Employment and Housing Act and the California Confidentiality of Medical Information Act, and any other enacted federal or state laws.
2. Information in Medical Files. The County will not obtain medical information about an employee or applicant except in compliance with the California Confidentiality in Medical Information Act and the Health Insurance Portability and Accountability Act. To enable the County to obtain certain medical information, the employee or the applicant may need to sign an Authorization for Release of Employee Medical Information.
3. Access to Medical Information. Access to employee or applicant medical information will be strictly limited to only those with a legitimate need to have such information for County business reasons. In the case of an employee with a disability, Managers, Supervisors, Department Heads, Risk Management, and Human Resources may be informed regarding necessary restrictions on the work or duties of the employee and necessary accommodations, but may not be provided information about the medical condition unless authorized by state and federal law.

D. References and Release of Information in Personnel Files.

1. Public Information. Upon request, the County will release to the public information about its employees to the extent required by the Public Records Act. The County will not disclose personnel information that it considers would constitute an unwarranted invasion of personal privacy.
2. Reference Checks. All requests from outside the County for reference checks or verification of employment concerning any current or former employee must be referred to the Human Resources Director. Information will be released only if the employee signs an Authorization for Release of Employment Information on

the form provided by the Human Resources Director. Without such authorization, the following limited information will be provided:

- a. Date of employment;
- b. Date of departure,
- c. Job Classification upon departure, and,
- d. Salary upon departure.

Managers and Supervisors should not provide information in response to requests for reference checks or verification of employment, unless specifically approved by the Human Resources Director.

E. Employee Access to Personnel File.

1. Inspection of File. An employee may inspect his or her own personnel file at reasonable times and at reasonable intervals. An employee who wishes to review his or her file should contact the Department Head or Human Resources Director to arrange an appointment. The review must be done in the presence of an employee who maintains the personnel file.

2. Copies. Upon request an employee is entitled to receive a copy of any employment - related document he or she has signed. An employee who wishes to receive such a copy should contact the Department Head or Human Resources Director.

620 Travel

The County shall establish and maintain a consistent travel policy for out-of-County travel applicable to all employees, management, and elected officials. The Director of Finance shall be responsible for timely travel reimbursement in accordance with the established policy. It is the responsibility of the Human Resources Department to maintain current documents regarding the travel policy.

630 Travel Authorization

- A. A completed travel request form shall be submitted to the applicable Department Head for all out-of-County travel requiring overnight accommodations. Department Heads may authorize travel for their respective employees in cases involving in-County and out-of-County travel not requiring overnight accommodations. Out-of-County travel is defined as travel outside of the geographic borders of Mono County and the contiguous northern territory of Inyo County bounded to the south by, and encompassing, the Bishop region.
- B. A completed travel request form shall be submitted to the Department Head as far in advance as possible of the anticipated date of the travel, but in no case less than seven days prior to the anticipated travel. All out-of-County travel requests shall initially be approved by the employee's Department Head or designee. Final approval shall be obtained from the Department Head, who may approve, deny or modify all proposed travel requests. Travel outside the states of California and Nevada must also be approved by the County Administrative Officer.

- C. If an emergency condition exists requiring the authorization of travel, a Department Head shall immediately notify the County Administrative Officer. If the County Administrative Officer is not available to authorize travel, the Department Head may authorize such travel, provided notification is given to the County Administrative Officer on the next available workday.
- D. Travel in County vehicles by persons other than County employees, clients, and contractors is not permitted unless specifically approved by the County Administrative Officer and Risk Manager in advance in writing.

640 Travel Reimbursement

- A. Unless otherwise specifically stated or provided by law, mileage reimbursement for authorized in-County and out-of-County travel where an employee uses his or her personal vehicle shall be at the current IRS rate. However, an employee who receives an automobile allowance shall not be reimbursed for any in-County mileage.
- B. Each County department is responsible for keeping travel and lodging costs within their individual travel budgets. Out-of-County travel involving overnight lodging shall be reimbursed for actual, reasonable and necessary lodging costs, in accordance with standard costs generally charged in the city or county visited. The lodging reimbursement is subject to approval by the Department Head.
Detailed justification must be provided when lodging reimbursement exceeding \$200 per night is being requested. After review, the Director of Finance may disapprove all or any portion of this request if he/she determines it to be unreasonable.
To be eligible for the lodging allowance, the employee must be authorized to travel to the designated area and must furnish a commercial lodging receipt for the day(s) of travel which indicates the location and cost of the lodging.
- C. Meal reimbursement rates and a meal reimbursement policy will be established by the Board of Supervisors and may be periodically adjusted, up or down, by the Board of Supervisors and/or pursuant to a specific Memorandum of Understanding.
- D. There shall be no reimbursement for in-County meals except under the following conditions and circumstances:
 - 1. Whenever an employee is temporarily assigned to an in-County job site and that assignment would require the employee to remain at the job site overnight.
 - 2. When a Department Head or designated representative is required to attend a County-related function which includes a meal as part of the function.
- E. The following expenses may be claimed for reimbursement if incurred in the performance of county business:
 - 1. Registration fees;
 - 2. Parking fees;
 - 3. Ferry or bridge tolls;

4. Bus or taxi fares.

F. The following expenses will not be reimbursed:

1. Gratuities, with the exception of customary and usual gratuities associated with restaurant meals in an amount not to exceed 15% of the total meal cost prior to adding the gratuity, excluding any alcohol, provided that the gratuity is documented in a manner acceptable to the Finance Director;

2. Personal services such as dry cleaning or laundry;

3. Valet parking unless no self-parking is available;

4. Room service charges;

5. Alcoholic beverages.

650 Travel Advance

A. Department Heads are expected to provide employees with County credit cards in lieu of travel advances, and travel advances should be granted only when there is insufficient time to obtain a credit card.

B. Employees requesting a travel advance must submit the travel request form at least ten days prior to the anticipated travel.

C. Travel advance requests may include advance payment for registration, lodging, meals and/or transportation and shall not be granted in an amount less than fifty dollars.

D. Employees receiving a travel advance must file a reconciliation claim with the Director of Finance for their travel within thirty (30) days of their return from the trip.

660 Travel Claim Procedure

A. Claims for expenses while traveling on official business must be submitted to the Director of Finance within thirty (30) days of the completion of the travel.

B. Claims must include the following:

1. A statement of the purpose for the trip and a copy of the agenda for conferences;

2. The date and time the employee departed and the date and time the employee returned;

3. An itemized list of expenditures with corresponding receipts with the exception of meals in cases where the meal allowance is claimed as the reimbursement;

4. When a personal vehicle is used, a Map Quest statement of the round trip mileage.

670 Employer/Employee Relations Policy

- A. Statement of Purpose. This policy implements Chapter 10, Division 4, Title 1 of the Government Code of the State of California (Sections 3500 et seq.) captioned "Local Public Employee Organizations," by providing orderly procedures for the administration of employer-employee relations between the County and its employee organizations. Nothing contained herein shall be deemed to supersede the provisions of state law, ordinances, resolutions and rules which establish and regulate the merit and civil service system, or which provide for other methods of administering employer-employee relations. This policy is intended, instead, to strengthen merit, civil service and other methods of administering employer-employee relations through the establishment of uniform and orderly methods of communication between employees, employee organizations and the County.

It is the purpose of this policy to provide procedures for meeting and conferring in good faith with Recognized Employee Organizations regarding matters that directly and significantly affect and primarily involve the wages, hours and other terms and conditions of employment of employees in appropriate units and that are not preempted by federal or state law. However, nothing herein shall be construed to restrict any legal or inherent exclusive County rights with respect to matters of general legislative or managerial policy, which include among others: the exclusive right to determine the mission of its constituent departments, commissions, and boards; set standards of service; determine the procedures and standards of selection for employment; direct its employees; take disciplinary action; relieve its employees from duty because of lack of work or for other lawful reasons; determine the content of job classifications; subcontract work; maintain the efficiency of governmental operations; determine the methods, means and personnel by which government operations are to be conducted; take all necessary actions to carry out its mission in emergencies; and exercise complete control and discretion over its organization and the technology of performing its work.

- B. Definitions. As used in this Resolution, the following terms shall have the meanings indicated:
1. Appropriate unit - a unit of employee classes or positions, established as set forth herein.
 2. County - County of Mono, and, where appropriate refers to the Board of Supervisors or any duly authorized County representative.
 3. Confidential Employee - means an employee who, in the course of his or her duties, has access to confidential information relating to the County's administration of employer-employee relations.
 4. Consult/Consultation in Good Faith - to communicate orally or in writing with all affected employee organizations, whether exclusively recognized or not, for the purpose of presenting and obtaining views or advising of proposed actions in a good faith effort to reach a consensus; and, as distinguished from meeting and conferring in good faith regarding matters within the required scope of such meet and confer process, does not involve an exchange of proposals and counterproposals with an exclusively recognized employee organization in an endeavor to reach agreement in the form of a Memorandum of Understanding, nor is it subject to the impasse process.

5. Day - calendar day unless expressly stated otherwise.
 6. Employee Relations Officer- the County Administrative Officer or his/her duly authorized representative, usually the Human Resources Director.
 7. Exclusively Recognized Employee Organization - an employee organization which has been formally acknowledged by the County as the sole employee organization representing the employees in an appropriate representation unit, having the exclusive right to meet and confer in good faith concerning statutorily required subjects pertaining to unit employees, and thereby assuming the corresponding obligation of fairly representing such employees.
 8. Impasse - means that the representatives of the County and a Recognized Employee Organization have reached a point in their meeting and conferring in good faith where their differences on matters to be included in a Memorandum of Understanding, and concerning which they are required to meet and confer, remain so substantial and prolonged that further meeting and conferring would be futile.
 9. Management Employee - an employee having responsibility for formulating, administering or managing the implementation of County policies and programs.
 10. Proof of Employee Support - (1) an authorization card recently signed and personally dated by an employee, or (2) a verified authorization petition or petitions recently signed and personally dated by an employee, or (3) employee dues deduction authorization, using the payroll register for the period immediately prior to the date a petition is filed hereunder, except that dues deduction authorizations for more than one employee organization for the account of any one employee shall not be considered as proof of employee support for any employee organization.
The only authorization which shall be considered as proof of employee support hereunder shall be the authorization last signed by an employee. The words "recently signed" shall mean within ninety (90) days prior to the filing of a petition.
 11. Supervisory Employee - any employee having authority, in the interest of the County, to hire, transfer, suspend, lay off, recall, promote, discharge, assign, reward, or discipline other employees, or responsibly to direct them, or to adjust their grievances, or effectively to recommend such action if, in connection with the foregoing, the exercise of such authority is not of a merely routine or clerical nature, but requires the use of independent judgment.
- C. Filing of Recognition Petition by Employee Organization. An employee organization which seeks to be formally acknowledged as an Exclusively Recognized Employee Organization representing the employees in an appropriate unit shall file a petition with the Employee Relations Officer containing the following information and documentation:
1. Name and address of the employee organization.
 2. Names and titles of its officers.

3. Names of employee organization representatives who are authorized to speak on behalf of the organization.
4. A statement that the employee organization has, as one of its primary purposes, the responsibility of representing employees in their employment relations with the County.
5. A statement whether the employee organization is a chapter of, or affiliated directly or indirectly in any manner, with a local, regional, state, national or international organization, and, if so, the name and address of each such other organization.
6. A copy of the employee organization's constitution and bylaws.
7. A designation of those persons, not exceeding two in number, and their addresses, to whom notice sent by regular United States mail will be deemed sufficient notice on the employee organization for any purpose.
8. A statement that the employee organization has no restriction on membership based on race, color, religion, creed, sex, national origin, age, sexual orientation, mental or physical disability or medical condition.
9. The job classifications or position titles of employees in the unit claimed to be appropriate and the approximate number of member employees therein.
10. A statement that the employee organization has in its possession proof of employee support as herein defined to establish that a majority of the employees in the unit claimed to be appropriate have designated the employee organization to represent them in their employment relations with the County. Such written proof shall be submitted for confirmation to the Employee Relations Officer or to a mutually agreed upon disinterested third party.
11. A request that the Employee Relations Officer formally acknowledge the petitioner as the Exclusively Recognized Employee Organization representing the employees in the unit claimed to be appropriate for the purpose of meeting and conferring in good faith.

The Petition, including the proof of employee support and all accompanying documentation, shall be declared to be true, correct and complete, under penalty of perjury, by the duly authorized officer(s) of the employee organization executing it.

D. County Response to Recognition Petition.

Upon receipt of the Petition, the Employee Relations Officer shall determine whether:

1. There has been compliance with the requirements of the Recognition Petition, and
2. The proposed representation unit is an appropriate unit.

If an affirmative determination is made by the Employee Relations Officer on the foregoing two matters, he/she will so inform the petitioning employee organization, give written notice of such request for recognition to the employees in the unit and take no action on said request for thirty (30) days thereafter. If either of the foregoing matters are not affirmatively determined, the Employee Relations Officer shall offer to consult

thereon with such petitioning employee organization and, if the determination thereafter remains unchanged, will inform that organization of the reasons therefore in writing.

The petitioning employee organization may appeal such determination in accordance with Section L of this policy.

- E. Open Period for Filing Challenging Petition. Within thirty (30) days of the date written notice was given to affected employees that a valid recognition petition for an appropriate unit has been filed, any other employee organization may file a competing request to be formally acknowledged as the exclusively recognized employee organization of the employees in the same or in an overlapping unit (one which corresponds with respect to some, but not all the classifications or positions set forth in the recognition petition being challenged), by filing a petition evidencing proof of employee support in the unit claimed to be appropriate of at least thirty (30) percent and otherwise in the same form and manner as set forth in Section C. If such challenging petition seeks establishment of an overlapping unit, the Employee Relations Officer shall call for a hearing on such overlapping petitions for the purpose of ascertaining the more appropriate unit petitioning employee organizations will be heard. Thereafter, the Employee Relations Officer shall determine the appropriate unit or units in accordance with this policy as set forth in Section H. The petitioning employee organizations shall have fifteen (15) days from the date notice of such unit determination is communicated to them by the Employee Relations Officer to amend their petitions to conform to such determination or to appeal such determination pursuant to Section L.
- F. Granting Recognition Without an Election. If the proof of support shows that a majority of the employees in the appropriate unit have designated the petitioning employee organization to represent them, and if no other employee organization filed a challenging petition, the petitioning employee organization and the Employee Relations Officer shall request the California State Mediation and Conciliation Service, or another agreed upon neutral third party, to review the count, form, accuracy and propriety of the proof of support. If the neutral third party makes an affirmative determination, the Employee Relations Officer shall formally acknowledge the petitioning employee organization as the Exclusive Recognized Employee Organization for the designated unit.
- G. Election Procedure. The Employee Relations Officer will arrange for a secret ballot election to be conducted by a party agreed to by the Employee Relations Officer and the concerned employee organization(s), in accordance with such party's rules and procedures subject to the provisions of this Resolution. All employee organizations who have duly submitted petitions which have been determined to be in conformance with this policy will be included on the ballot. The ballot will also reserve to employees the choice of representing themselves individually in their employment relations with the County. Employees entitled to vote in such election will be employees within the designated appropriate unit who were employed during the pay period immediately prior to the date which ended at least fifteen (15) days before the date the election commences, including those who did not work during such period because of illness, vacation or other authorized leaves of absence, and who are employed by the County in the same unit on the date of the election. An employee organization shall be formally acknowledged as the Exclusively Recognized Employee Organization for the designated appropriate unit following an election or run-off election if it received a numerical majority of all valid votes cast in the election. In an election involving three or more choices, where none of the choices receives a majority of the valid votes cast, a run-off election shall be

conducted between the two choices receiving the largest number of valid votes cast; the rules governing an initial election being applicable to a run-off election.

There shall be no more than one valid election under this Resolution pursuant to any petition in a 12-month period affecting the same unit. In the event that the parties are unable to agree on a third party to conduct an election, the election shall be conducted by the California State Mediation and Conciliation Service. Costs of conducting elections shall be borne in equal shares by the County and by each employee organization appearing on the ballot.

H. Procedure for Decertification of Exclusively Recognized Employee Organization. A Decertification Petition alleging that the incumbent Exclusively Recognized Employee Organization no longer represents a majority of the employees in an established appropriate unit may be filed with the Employee Relations Officer only during the month of March of any year following the first full year of recognition or during the thirty (30) day period commencing one hundred twenty (120) days prior to the termination date of a Memorandum of Understanding then having been in effect less than three (3) years, whichever occurs later. A Decertification Petition may be filed by two or more employees or their representative, or an employee organization, and shall contain the following information and documentation declared by the duly authorized signatory under penalty of perjury to be true, correct and complete:

1. The name, address and telephone number of the petitioner and a designated representative authorized to receive notices or requests for further information.
2. The name of the established appropriate unit and of the incumbent Exclusively Recognized Employee Organization sought to be decertified as a representative of that unit.
3. An allegation that the incumbent Exclusively Recognized Employee Organization no longer represents a majority of the employees in the appropriate unit, and any other relevant and material facts relating thereto.
4. Proof of employee support that at least thirty (30) percent of the employees in the established appropriate unit no longer desire to be represented by the incumbent Exclusively Recognized Employee Organization. Such proof shall be submitted for confirmation to the Employee Relations Officer or to a mutually agreed upon disinterested third party within the time limits specified in the first paragraph of this Section.

An employee organization may, in satisfaction of the Decertification Petition requirements hereunder, file a Petition under this Section in the form of a Recognition Petition that evidences proof of employee support of at least thirty (30) percent, that includes the allegation and information required under paragraph of this Section H, and otherwise conforms to the requirements of Section C.

The Employee Relations Officer shall initially determine whether the Petition has been filed in compliance with the applicable provisions of this Article II. If his/her determination is in the negative, he/she shall offer to consult thereon with the representative(s) of such petitioning employees or employee organization and, if such determination thereafter remains unchanged, shall return such Petition to the employees or employee organization with a statement of the reasons therefore in writing. The petitioning employees or employee organization may appeal such determination in accordance with Section L. If the

determination of the Employee Relations Officer is in the affirmative, or if a negative determination is reversed on appeal, he/she shall give written notice of such Decertification or Recognition Petition to the incumbent Exclusively Recognized Employee Organization and to unit employees.

The Employee Relations Officer shall thereupon arrange for a secret ballot election to be held on or about fifteen (15) days after such notice to determine the wishes of unit employees as to the question of decertification and, if a Recognition Petition was duly filed hereunder, the question of representation. Such election shall be conducted in conformance with Section G.

During the "open period" specified in the first paragraph of this Section, the Employee Relations Officer may on his/her own motion, when he/she has reason to believe that a majority of unit employees no longer wish to be represented by the incumbent Exclusively Recognized Employee Organization, give notice to that organization and all unit employees that he/she will arrange for an election to determine that issue. In such event any other employee organization may within fifteen (15) days of such notice file a Recognition Petition in accordance with this Section, which the Employee Relations Officer shall act on in accordance with this Section.

If, pursuant to this Section, a different employee organization is formally acknowledged as the Exclusively Recognized Employee Organization, such organization shall be bound by all the terms and conditions of any Memorandum of Understanding then in effect for its remaining term.

- I. Policy and Standards for Determination of Appropriate Units. The policy objectives in determining the appropriateness of units shall be the effect of a proposed unit on (1) the efficient operations of the County and its compatibility with the primary responsibility of the County and its employees to effectively and economically serve the public, and (2) providing employees with effective representation based on recognized community of interest considerations. These policy objectives require that the appropriate unit shall be the broadest feasible grouping of positions that share an identifiable community of interest. Factors to be considered shall be:
1. Similarity of the general kinds of work performed, types of qualifications required, and the general working conditions.
 2. History of representation in the County and similar employment; except however, that no unit shall be deemed to be an appropriate unit solely on the basis of the extent to which employees in the proposed unit have organized.
 3. Consistency with the organizational patterns of the County.
 4. Effect of differing legally mandated impasse resolution procedures.
 5. Number of employees and classifications, and the effect on the administration of employer-employee relations created by the fragmentation of classifications and proliferation of units.

6. Effect on the classification structure and impact on the stability of the employer employee relationship of dividing a single or related classifications among two or more units.

Notwithstanding the foregoing provisions of this Section, managerial, supervisory and confidential responsibilities, as defined in Section B of this policy, are determining factors in establishing appropriate units hereunder, and therefore managerial, supervisory and confidential employees may only be included in a unit consisting solely of managerial, supervisory or confidential employees respectively. Managerial, supervisory and confidential employees may not represent any employee organization which represents other employees.

Peace Officers may be required to be represented in separate units composed solely of such Peace Officers. These units shall not be represented by an organization that, directly or indirectly, is subordinate to any other employee organization which includes non-peace officers.

The Employee Relations Officer will, after notice to and consultation with affected employee organizations, allocate new classifications or positions, delete eliminated classifications or positions, and retain, reallocate or delete modified classifications or positions from units in accordance with the provisions of this Section. The decision of the Employee Relations Officer will be final.

- J. Procedure for Modification of Established Appropriate Units. Requests by employee organizations for modifications of established appropriate units may be considered by the Employee Relations Officer only during the period specified in Section H. Such requests shall be submitted in the form of a Recognition Petition and, in addition to the requirements set forth in Section C will contain a complete statement of all relevant facts and citations in support of the proposed modified unit in terms of the policies and standards set herein. The Employee Relations Officer shall process such petitions as other Recognition Petitions.

The Employee Relations Officer may by his/her own motion propose that an established unit be modified. The Employee Relations Officer shall give written notice of the proposed modification(s) to any affected employee organization and shall hold a meeting concerning the proposed modification(s), at which time all affected employee organizations shall be heard. Thereafter the Employee Relations Officer shall determine the composition of the appropriate unit or units in accordance with Section I, and shall give written notice of such determination to the affected employee organizations. The Employee Relations Officer's determination may be appealed as provided in Section L of this Article. If a unit is modified pursuant to the motion of the Employee Relations Officer hereunder, employee organizations may thereafter file Recognition Petitions seeking to become the Exclusively Recognized Employee Organization for such new appropriate unit or units pursuant to Section C.

- K. Procedure for Processing Severance Requests. An employee organization may file a request to become the recognized employee organization of a unit alleged to be appropriate that consists of a group of employees who are already a part of a larger established unit represented by another recognized employee organization. The timing, form and processing of such request shall be as specified in Section J for modification requests.
- L. Appeals. An employee organization aggrieved by an appropriate unit determination of the

Employee Relations Officer; or an employee organization aggrieved by a determination of the Employee Relations Officer that a Recognition Petition under Section C, Challenging Petition under Section E, Decertification Petition under Section H, Unit Modification Petition under Section J, or employees aggrieved by a determination of the Employee Relations Officer that a Decertification Petition under Section H has not been filed in compliance with this policy may, within ten (10) calendar days of notice of the Employee Relations Officer's final decision, request to submit the matter to mediation by the State Mediation and Conciliation Service, or may, in lieu thereof or thereafter, appeal such determination to the Board of Supervisors for final decision within fifteen (15) calendar days of notice of the Employee Relations Officer's determination or the termination of mediation proceedings, whichever is later.

An appeal to the Board of Supervisors shall be filed with the Clerk of the Board, and a copy thereof served on the Human Resources Director and the Employee Relations Officer. The Board of Supervisors shall commence to consider the matter within thirty (30) calendar days of the filing of the appeal. The Board may, in its discretion, refer the dispute to a third party hearing process. Any decision of the Board of Supervisors on the use of such procedure, and/or any decision of the Board determining the substance of the dispute, shall be final and binding.

- M. Submission of Current Information by Recognized Employee Organizations. All changes in the information filed with the County by an Exclusively Recognized Employee Organization set forth in its Recognition Petition under Section C of this Section shall be submitted in writing to the Employee Relations Officer within fourteen (14) calendar days of such change.
- N. Employee Organization Activities -- Use of County Resources. Access to County work locations and the use of County paid time, facilities, equipment and other resources by employee organizations and those representing them shall be: (1) authorized only to the extent provided for in Memoranda of Understanding and/or administrative procedures; (2) limited to lawful activities consistent with the provisions of this Section that pertain directly to the employer-employee relationship and not such internal employee organization business as soliciting membership, campaigning for office, and organization meetings and elections; and, (3) shall not interfere with the efficiency, safety and security of County operations.
- O. Administrative Rules and Procedures. The County Administrative Officer is hereby authorized to establish such rules and procedures as appropriate to implement and administer the provisions of this policy after consultation with affected employee organizations.
- P. Initiation of Impasse Procedures. If the meet and confer process has reached impasse as defined in Section B.8 of this policy, either party may initiate the impasse procedures by filing with the other party a written request for an impasse meeting, together with a statement of its position on all issues. An impasse meeting shall then be scheduled promptly by the Employee Relations Officer. The purpose of such meeting shall be:
 - 1. To review the position of the parties in a final effort to reach agreement on a Memorandum of Understanding; and
 - 2. If the impasse is not resolved, to discuss arrangements for the utilization of the impasse procedures provided herein.

Q. Impasse Procedures.

Impasse procedures are as follows:

1. If the parties agree to submit the dispute to mediation, and agree on the selection of a mediator, the dispute shall be submitted to mediation. All mediation proceedings shall be private. The mediator shall make no public recommendation, nor take any public position at any time concerning the issues.

2. If the parties fail to agree to submit the dispute to mediation or fail to agree on the selection of a mediator, or fail to resolve the dispute through mediation within fifteen (15) days after the mediator commenced meeting with the parties, the parties may agree to submit the impasse to fact-finding.

3. If the parties agree on fact-finding, they may agree on the appointment of one or more fact-finders. If they fail to so agree on one or more fact-finders, a fact-finding panel of three (3) shall be appointed in the following manner: One member of the panel shall be appointed by the Employee Relations Officer, one member shall be appointed by the Exclusively Recognized Employee Organization, and those two shall name a third, who shall be the chairperson. If they are unable to agree upon a third, they shall select by agreement the third member from one or more lists of seven (7) names of individuals having fact-finding experience in the municipal sector to be provided by the California State Mediation and Conciliation Service.

4. The following constitute the jurisdictional and procedural requirements for factfinding:

a. The fact-finders shall consider and be guided by applicable federal and state laws.

b. Subject to the stipulations of the parties, the fact-finders shall determine and apply the following measures and criteria in arriving at their findings and recommendations:

(1) First, as relevant to the issues in dispute, the fact-finders shall compare the total compensation, hours and conditions of employment of the employees involved in the fact-finding proceeding with the total compensation, hours and conditions of employment of other employees performing similar services in public and private employment in the same and comparable communities. "Total compensation" shall mean all wage compensation, including but not limited to premium, incentive, standby, out-of-class and deferred pay; all paid leave time; all allowances, including but not limited to educational and uniform benefits; and employer payments for all health, welfare and pension benefits.

(2) The fact-finders shall then adjust the results of the above comparisons based on the following factors:

The compensation necessary to recruit and retain qualified personnel.

Maintaining compensation relationships between job classifications and positions within the County.

The pattern of change that has occurred in the total compensation of the employees in the unit at impasse as compared to the pattern of change in the average "consumer price index" for goods and services, and the pattern of change in wages and compensation of other wage earners.

(3) The fact-finder(s) shall then determine preliminary recommendations based on the comparisons as adjusted above which, however, shall be reduced as appropriate based on the financial resources of the County to implement them. In assessing the County's financial resources, the fact-finder(s) shall be bound by the following:

Other legislatively determined and projected demands on agency resources, i.e., budgetary priorities as established by the governing body; and

Allowance for equitable compensation increases for other employees and employee groups for the corresponding fiscal period(s); and

Revenue projections not to exceed currently authorized tax and fee rates for the relevant fiscal year(s); and

Assurance of sufficient and sound budgetary reserves; and

Constitutional, statutory (and charter) limitations on the level and use of revenues and expenditures.

- c. The fact-finders shall make written findings of fact, and advisory recommendations for the resolution of the issues in dispute, which shall be presented in terms of the criteria, adjustments, and limitations specified above. Any member of a fact-finding panel shall be accorded the right to file dissenting written findings of fact and recommendations. The factfinder or chairperson of the fact-finding panel shall serve such findings and recommendations on the Employee Relations Officer and the designated representative of the Exclusively Recognized Employee Organization.
5. If these parties have not resolved the impasse within ten (10) calendar days after service of the findings and recommendations upon them, the fact-finder or the chairperson of the fact-finding panel shall make them public by submitting them to the Human Resources Director for consideration by the Board of Supervisors in connection with the Board's legislative consideration of the impasse.
6. If the parties did not agree on mediation or the selection of a mediator and did not agree on fact-finding, or having so agreed, the impasse has not been resolved, the Board of Supervisors may take such action regarding the impasse as it in its discretion deems appropriate as in the public interest. Any legislative action by the Board on the impasse shall be final and binding.
- R. Costs of Impasse Procedures. The cost for the services of a mediator and fact-finder or chairperson of a fact-finding panel utilized by the parties, and other mutually incurred costs of mediation and fact-finding, shall be borne equally by the County and Exclusively

Recognized Employee Organization. The cost for a fact-finding panel member selected by each party, and other separately incurred costs, shall be borne by such party.

**Side Letter
between
Mono County
and the
Mono County Public Employees (MCPE)**

The County and the Union have agreed to impose and enforce a 400-hour cap on the accumulation of vacation hours. As of the date of entry into the *Memorandum of Understanding between the County of Mono and Local 39, the Exclusively Recognized Employee Organization Representing the Mono County Public Employees, effective January 1, 2019 through December 31, 2023* (the "MOU"), the following four Employees James Shoffner, Francisca Avitia, Steven Amundson and Gerry LeFrancois, have accumulated vacation in excess of that cap.

The County and the Union have further agreed that the County will cash out those hours as follows:

The Employees listed above will be compensated for those accumulated vacation hours over 320, through a one-time "cash out" payment as soon as said payment may be reasonably processed by Mono County payroll. Notwithstanding the foregoing, any of the Employees listed above may instead be compensated for a lesser number of hours which reduces that Employee's accumulated vacation hours to a number between 320 and 400, if that Employee provides written notice to Payroll within ten working days of the date the MOU is fully executed specifying the lesser number of hours to be cashed out. Employees receiving a one-time cash out pursuant to this Side Letter may not also cash out additional hours under paragraph B of Article 12 of the MOU for calendar year 2020, unless the total of hours cashed out pursuant to both paragraphs does not exceed 40.

In witness thereof, the parties hereto, acting by and through their duly authorized representatives have executed this Side Letter this _____ day of February, 2020.

COUNTY

LOCAL 39/MCPE

STACY CORLESS, CHAIR
Representative
Mono County Board of Supervisors

JERRY FREDERICK, Business

Approved as to Form:

Stacey Simon, County Counsel



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

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): Steve Barwick, Stacey Simon, 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:

<p>Click to download</p> <p>No Attachments Available</p>
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History

Time

Who

Approval



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

TIME REQUIRED

SUBJECT Closed Session - Public Employment

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

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

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:

PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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History

Time

Who

Approval



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

TIME REQUIRED

SUBJECT Closed Session: Workers'
Compensation

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION. Subdivision (a) of Government Code section 54956.9.
Name of case: Worker's compensation claim of Colin Tams.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME:
PHONE/EMAIL: /

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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No Attachments Available

History

Time	Who	Approval
1/24/2020 8:25 AM	County Administrative Office	Yes
1/27/2020 11:48 AM	County Counsel	Yes
1/27/2020 11:44 AM	Finance	Yes



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

TIME REQUIRED

SUBJECT Closed Session - Exposure to
Litigation

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9. Number of potential cases: 1.

RECOMMENDED ACTION:

FISCAL IMPACT:

CONTACT NAME: Jason Canger

PHONE/EMAIL: (760) 924-1712 / jcanger@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

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No Attachments Available

History

Time	Who	Approval
1/27/2020 2:29 PM	County Administrative Office	Yes
1/27/2020 11:49 AM	County Counsel	Yes
1/27/2020 11:44 AM	Finance	Yes



OFFICE OF THE CLERK
OF THE BOARD OF SUPERVISORS

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

TIME REQUIRED

SUBJECT Closed Session - Existing Litigation

**PERSONS
APPEARING
BEFORE THE
BOARD**

AGENDA DESCRIPTION:

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

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION. Paragraph (1) of subdivision (d) of Government Code section 54956.9. Name of case: Michael Hallum v. County of Mono (Mono County Superior Court Case No. CV170086).

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
1/27/2020 2:29 PM	County Administrative Office	Yes
1/27/2020 11:49 AM	County Counsel	Yes
1/27/2020 11:44 AM	Finance	Yes



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Board of Supervisors

TIME REQUIRED

**PERSONS
APPEARING
BEFORE THE
BOARD**

Steve Wright, Owner Andruss Motel

SUBJECT Application for Alcoholic License -
Andruss Motel (Walker, CA)

AGENDA DESCRIPTION:

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

Steven Patrick Wright is applying for a license to sell alcoholic beverages at a premises where undue concentration exists. Sections 23958 and 23958.4 of the Business Code requires the California Department of Beverage Control to deny the application unless the local governing body of the area in which the application premises are located, or its designated subordinate officer or body, determines within 90 days of notification of a completed application that public convenience or necessity would be served by the issuance.

RECOMMENDED ACTION:

Determine that issuance of the applied for license by the Andruss Motel in Walker, California, would service as a public convenience or necessity. Authorize Board Chair to sign application.

FISCAL IMPACT:

None.

CONTACT NAME: Scheereen Dedman

PHONE/EMAIL: x5538 / sdedman@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

<p>Click to download</p> <p> Application</p>
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History

Time	Who	Approval
1/29/2020 3:34 PM	County Administrative Office	Yes

1/29/2020 12:52 PM

County Counsel

Yes

1/30/2020 12:24 PM

Finance

Yes

INFORMATION AND INSTRUCTIONS -

SECTION 23958.4 B&P

Instructions This form is to be used for all applications for original issuance or premises to premises transfer of licenses.

- Part 1 is to be completed by an ABC employee, given to applicant with pre-application package, with copy retained in holding file or applicant's district file.
- Part 2 is to be completed by the applicant, and returned to ABC.
- Part 3 is to be completed by the local governing body or its designated subordinate officer or body, and returned to ABC.

PART 1 - TO BE COMPLETED BY ABC

1. APPLICANT'S NAME

WRIGHT, STEVEN PATRICK

2. PREMISES ADDRESS (Street number and name, city, zip code)

106964 US HWY 395, COLEVILLE, CA 96107

3. LICENSE TYPE

20

4. TYPE OF BUSINESS

- | | | | |
|---|--|--|--|
| <input checked="" type="checkbox"/> Full Service Restaurant | <input type="checkbox"/> Hofbrau/Cafeteria | <input type="checkbox"/> Cocktail Lounge | <input type="checkbox"/> Private Club |
| <input type="checkbox"/> Deli or Specialty Restaurant | <input type="checkbox"/> Comedy Club | <input type="checkbox"/> Night Club | <input type="checkbox"/> Veterans Club |
| <input type="checkbox"/> Cafe/Coffee Shop | <input type="checkbox"/> Brew Pub | <input type="checkbox"/> Tavern: Beer | <input type="checkbox"/> Fraternal Club |
| <input type="checkbox"/> Bed & Breakfast: | <input type="checkbox"/> Theater | <input type="checkbox"/> Tavern: Beer & Wine | <input type="checkbox"/> Wine Tasting Room |
| <input type="checkbox"/> Wine only | <input type="checkbox"/> All | | |
| <input type="checkbox"/> Supermarket | <input type="checkbox"/> Membership Store | <input type="checkbox"/> Service Station | <input type="checkbox"/> Swap Meet/Flea Market |
| <input type="checkbox"/> Liquor Store | <input type="checkbox"/> Department Store | <input type="checkbox"/> Convenience Market | <input type="checkbox"/> Drive-in Dairy |
| <input type="checkbox"/> Drug/Variety Store | <input type="checkbox"/> Florist/Gift Shop | <input type="checkbox"/> Convenience Market w/Gasoline | |
| <input type="checkbox"/> Other - describe: | | | |

5. COUNTY POPULATION

6. TOTAL NUMBER OF LICENSES IN COUNTY

7. RATIO OF LICENSES TO POPULATION IN COUNTY

On-Sale Off-Sale 319 On-Sale Off-Sale

8. CENSUS TRACT NUMBER

1.02

9. NO. OF LICENSES ALLOWED IN CENSUS TRACT

7

10. NO. OF LICENSES EXISTING IN CENSUS TRACT

11

On-Sale Off-Sale On-Sale Off-Sale

11. IS THE ABOVE CENSUS TRACT OVERCONCENTRATED WITH LICENSES? (i.e., does the ratio of licenses to population in the census tract exceed the ratio of licenses to population for the entire county?)

- Yes, the number of existing licenses exceeds the number allowed
 No, the number of existing licenses is lower than the number allowed

12. DOES LAW ENFORCEMENT AGENCY MAINTAIN CRIME STATISTICS?

- Yes (Go to Item #13) No (Go to Item #20)

13. CRIME REPORTING DISTRICT NUMBER

14. TOTAL NUMBER OF REPORTING DISTRICTS

15. TOTAL NUMBER OF OFFENSES IN ALL REPORTING DISTRICTS

16. AVERAGE NO. OF OFFENSES PER DISTRICT

17. 120% OF AVERAGE NUMBER OF OFFENSES

18. TOTAL NUMBER OF OFFENSES IN REPORTING DISTRICT

19. IS THE PREMISES LOCATED IN A HIGH CRIME REPORTING DISTRICT? (i.e., has a 20% greater number of reported crimes than the average number of reported crimes as determined from all crime reporting districts within the jurisdiction of the local law enforcement agency)

- Yes, the total number of offenses in the reporting district equals or exceeds the total number in item #17
 No, the total number of offenses in the reporting district is lower than the total number in item #17

20. CHECK THE BOX THAT APPLIES (check only one box)

- a. If "No" is checked in both item #11 and item #19, Section 23958.4 B&P does not apply to this application, and no additional information will be needed on this issue. Advise the applicant to bring this completed form to ABC when filing the application.
- b. If "Yes" is checked in either item #11 or item #19, and the applicant is applying for a non-retail license, a retail bona fide public eating place license, a retail license issued for a hotel, motel or other lodging establishment as defined in Section 25503.16(b) B&P, or a retail license issued in conjunction with a beer manufacturer's license, or winegrower's license, advise the applicant to complete Section 2 and bring the completed form to ABC when filing the application or as soon as possible thereafter.
- c. If "Yes" is checked in either item #11 or item #19, and the applicant is applying for an off-sale beer and wine license, an off-sale general license, an on-sale beer license, an on-sale beer and wine (public premises) license, or an on-sale general (public premises) license, advise the applicant to take this form to the local governing body, or its designated subordinate officer or body to have them complete Section 3. The completed form will need to be provided to ABC in order to process the application.

Governing Body/Designated Subordinate Name:

FOR DEPARTMENT USE ONLY

PREPARED BY (Name of Department Employee)

Timothy Huddleston

PART 2 - TO BE COMPLETED BY THE APPLICANT (If box #20b is checked)

21. Based on the information on the reverse, the Department may approve your application if you can show that public convenience or necessity would be served by the issuance of the license. Please describe below the reasons why issuance of another license is justified in this area. You may attach a separate sheet or additional documentation, if desired. Do not proceed to Part 3.

MY BUSINESS, THE ANDRUSS MOTEL, IS LOCATED IN A RURAL COMMUNITY WHERE ALL OF THE STORES AND RESTAURANTS THAT SELL BEER AND WINE ARE CLOSED BY 5 PM DURING THE SUMMER MONTHS AND I OFTEN HAVE GUESTS THAT ARRIVE AFTER THOSE HOURS AND THEY WISH TO PURCHASE BEER AND WINE. DURING THE WINTER MONTHS ALL OF THE RESTAURANTS ARE CLOSED AND THE STORES CLOSE BY 7 PM AND I OFTEN HAVE GUESTS THAT WOULD LIKE TO PURCHASE BEER AND WINE OUTSIDE THOSE HOURS.

22. APPLICANT SIGNATURE



23. DATE SIGNED

01-15-2020

PART 3 - TO BE COMPLETED BY LOCAL OFFICIALS (If box #20c is checked)

The applicant named on the reverse is applying for a license to sell alcoholic beverages at a premises where undue concentration exists (i.e., an over-concentration of licenses and/or a higher than average crime rate as defined in Section 23958.4 of the Business and Professions Code). Sections 23958 and 23958.4 of the Business and Professions Code requires the Department to deny the application unless the local governing body of the area in which the applicant premises are located, or its designated subordinate officer or body, determines within 90 days of notification of a completed application that public convenience or necessity would be served by the issuance. Please complete items #24 to #30 below and certify or affix an official seal, or attach a copy of the Council or Board resolution or a signed letter on official letterhead stating whether or not the issuance of the applied for license would serve as a public convenience or necessity.

24. WILL PUBLIC CONVENIENCE OR NECESSITY BE SERVED BY ISSUANCE OF THIS ALCOHOLIC BEVERAGE LICENSE?

Yes

No

See Attached (i.e., letter, resolution, etc.)

25. ADDITIONAL COMMENTS, IF DESIRED (may include reasons for approval or denial of public convenience or necessity):

26. CITY/COUNTY OFFICIAL NAME

27. CITY/COUNTY OFFICIAL TITLE

28. CITY/COUNTY OFFICIAL PHONE NUMBER

29. CITY/COUNTY OFFICIAL SIGNATURE

30. DATE SIGNED



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Community Development

TIME REQUIRED 15 minutes

PERSONS APPEARING BEFORE THE BOARD Bentley Regehr

SUBJECT Operation Permit 19-005/Colitas Farms Manufacturing

AGENDA DESCRIPTION:

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

Review and potential approval of Operation Permit 19-006 for cannabis manufacturing at 324 N River Lane (APN 002-460-015) in Walker.

RECOMMENDED ACTION:

1. Find that the project qualifies as an exemption under CEQA guideline 15183 and file a Notice of Exemption. 2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-006 subject to the findings and conditions as recommended or with desired modifications.

FISCAL IMPACT:

The proposed project will generate an incremental increase in cannabis taxes.

CONTACT NAME: Bentley Regehr

PHONE/EMAIL: 7609244602 / bregehr@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Attachment A - Site Plan
<input type="checkbox"/> Attachment B - Use Permit Staff Report
<input type="checkbox"/> Attachment C - CEQA Analysis
<input type="checkbox"/> Attachment D - Public Comment in Opposition
<input type="checkbox"/> Attachment E - Public Comment in Support

History

Time	Who	Approval
1/29/2020 3:49 PM	County Administrative Office	Yes
1/30/2020 2:34 PM	County Counsel	Yes
1/30/2020 3:32 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

Date: February 4, 2020

To: **Honorable Mono County Board of Supervisors**

From: Bentley Regehr, Planning Analyst

Re: **Cannabis Operation Permit 19-006/Colitas Farms Cannabis Manufacturing**

RECOMMENDATION

1. Find that the project qualifies as an exemption under CEQA guideline 15183 and file a Notice of Exemption.
2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-006 subject to the findings and conditions as recommended or with desired modifications.

FISCAL IMPACT

The proposed project will generate an incremental increase in cannabis taxes.

BACKGROUND

In June 2017, California Senate Bill 94 was passed, consolidating the provisions of the Medical Cannabis Regulation and Safety Act and Proposition 64 (passed by statewide voter approval in the November 2016 election) into what is now known as the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA). The Act creates a framework for the regulation of commercial medicinal and adult-use cannabis in California. Every precinct in Mono County passed Proposition 64, with margins as low as 1.4% in the Bridgeport area to a high margin of approximately 30% in the Mono Basin, June Lake, and Wheeler Crest areas. Proposition 64 passed by a margin of 9.9% in the Antelope Valley.

Three state authorities were authorized for the oversight and State permitting of cannabis businesses: The Bureau of Cannabis Control is the lead agency for retailers, distributors, testing labs, microbusinesses, and temporary cannabis events; CalCannabis, a division of the California Department of Food and Agriculture, has oversight of cultivation; and the Manufactured Cannabis Safety Branch, a branch of the California Department of Public Health, regulates all commercial cannabis manufacturing. Each licensing authority requires an operator to receive local approval prior to applying for state licensure.

To develop specific local cannabis regulations, two rounds of public outreach were conducted via the Regional Planning Advisory Committees (RPACs) from March to August 2017. The Board of Supervisors held four public workshops beginning March 2017, and the Planning Commission held a workshop on September 21, 2017, for input and direction on policy issues raised by public outreach and other public comment. On December 5, 2017, General Plan Amendment (17-03) was adopted by Resolution R17-88, establishing policies for commercial cannabis activity by changing and adding text to the Land Use Element and Conservation/Open Space Element of the Mono County General Plan.

In January and February 2018, the Planning Commission continued to review specific regulations to govern cannabis activity. These regulations were consolidated into a new General Plan chapter, Chapter 13, Commercial Cannabis Activities, and Mono County Code (MCC) Chapter 5.60, Cannabis Operations. On April 17, 2018, the Board approved General Plan Amendment 18-01 which included General Plan Chapter 13 and adopted MCC Chapter 5.60.

The chapters established two permits for local cannabis businesses: A Conditional Use Permit for the property's land-use entitlement, and a subsequent Cannabis Operation Permit for the business. While the Conditional Use Permit runs with the land, the Operation Permit is unique to the business and expires annually. A separate cannabis Operation Permit is required for each type of cannabis activity carried out on or at the premises regardless of ownership.

Pursuant to California Business and Professions Code Section 26000, et seq., a valid license issued by the state shall be required to operate any commercial cannabis activity within the County.

The project received a Use Permit at the October 17, 2019, Planning Commission (see Attachment B for staff report). The following issues were analyzed as part of the Use Permit: site control (distanced to sensitive sites), odor, setbacks, signage, visual screening, lighting, parking, and noise.

ENVIRONMENTAL REVIEW

The County contracted with Resource Concepts Inc. (RCI) to conduct a 15183 analysis (Attachment C). CEQA mandates that projects consistent with the development density established by existing zoning, community plan, or general plan policies for which an Environmental Impact Report (EIR) was certified shall not require additional environmental review, except as might be necessary to examine whether there are project-specific significant effects peculiar to the project or its site. The 15183 analysis found no significant impacts peculiar to cannabis cultivation beyond the scope of mitigation measures stated in the Mono County General Plan EIR. The 15183 analysis specifically reviewed potential impacts related to land use, housing, soils, water, air quality/odors, transportation, biological resources, energy and mineral resources, hazards, noise, public services, utilities, aesthetics, cultural resources, recreation, and greenhouse gas emissions (GHG).

Ultimately, the review determined:

1. The land use and planning impacts of the proposed agricultural cultivation were analyzed in the EIRs certified in conjunction with the adoption of the Mono County General Plan;
2. This parcel is no different than other agricultural parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project;
3. There is no new substantial information indicating that the land use and planning impacts of the project will be more severe than described in the EIR; and
4. There are no cumulative or off-site land use and planning impacts from the proposed project that were not addressed in the prior EIR.

DISCUSSION

The project is located at 324 N. River Lane (APN 002-460-015) in Walker. The 20-acre parcel has a Land Use Designation (LUD) of Agriculture (AG), which permits commercial cannabis manufacturing subject to a Use Permit and Operation Permit. The proposal is for a Type 6 State License, which permits manufacturing that produces medical cannabis products using nonvolatile solvents. Use Permit 18-018 for cannabis cultivation and manufacturing was approved by the Mono County Planning Commission on October 17, 2019. Cultivation will be processed through a separate Operation Permit.

The cannabis operation will occur indoors and includes the following facilities:

- Two 10,000-square foot greenhouses
- One indoor immature plant nursery (30'x50' or 1,500 sf)
- One diffused light clone greenhouse (30'x50' or 1,500 sf)
- Two oil extraction, drying and processing sheds (12'x60' or 720 sf each)
- One 800 sf compost area
- Three waste storage containers (10'x5' or 150 sf each)
- Two cannabis storage containers (8'x40' or 320 sf each)

- One barn (totaling 2,592 sf) with upstairs apartment (appx 1,000 sf)
- One accessory dwelling unit (13'x52' or 693 sf) with adjacent parking area
- Two diesel generators for backup and emergency supply
- Four 2,500-gallon water tanks
- One 10,000-gallon water tank
- Two propane tanks (250 gal and 1,000 gal)
- One well house (10'x10', or 100 sf)

The Operation Permit will be evaluated under the requirements set forth under Mono County Code (MCC) Chapter 5.60. MCC 5.60.070 lists the application requirements for obtaining a Cannabis Operation Permit; MCC 5.60.120 provides the commercial cannabis operational requirements for all types of cannabis businesses; and MCC 5.60.150 provides additional regulations for cannabis manufacturing. The applicant has provided all required materials for this application to be processed. Internal staff routing has verified completeness and acceptance of the application. The following departments have also provided review of the project and have deemed it acceptable: Inyo Mono Agriculture Commissioner; Environmental Health; Public Health; Solid Waste; Sheriff's Office; and Community Development.

Operating plan – MCC 5.60.070; 5.60.120; 5.60.150

The applicant is required to submit an operating plan detailing proposed activity, products, processes, inventory procedures, employee training, hours of operation, and quality control procedures.

- Manufacturing will use a closed loop ethanol extraction method to produce oils.
- Oils produced from manufacturing include THC and CBD.
- Potential products produced from the operation include finished high-grade THC cannabis flower, finished high-grade CBD cannabis flower for oils, THC oils, CDB oils, and CBD and THC edibles.
- Manufacturing will occur in two 720-square foot sheds used for oil extraction, drying and, processing.
- Colitas Farms is not a retail operation. Products will not be sold on-site.
- Transportation of manufactured goods will occur through a licensed distributor.
- The project will initially have up to four employees working on the property five days a week. During harvest, there will be up to ten employees working at one time.
- Parking for employees is located near the front gate, as shown on the site plan (Attachment A).
- An on-site manager will clean and secure storage containers daily.
- Colitas Farms will also produce lavender and honey.
- The property is on a private septic system and well, which the 15183 analysis found to be sufficient for the proposed uses.
- Operation hours will generally be between dawn to dusk. The operation will not be open to the public.
- In the event of utility failure, two backup diesel generators will be used. Each generator emits 66 decibels at a distance of 22 feet. The Mono County Noise Ordinance does not apply to the generation of sound in the performance of emergency work during power outages.
- The 24-hour emergency contact and community relations contacts for the operation are Jeni Pearsons (323-983-3647; jeni.verson@gmail.com) and Michael Storck (818-381-6329; elstorco@yahoo.com).
- Age Verification: No persons under the age of 21 will be allowed to enter the premise.

Inventory Control

The operation will use the state's track-and-trace system (METRC) to maintain inventory. All plants will have a unique identifier (UID) issued by the state. Per state requirements, the applicant is required to maintain a sufficient supply of UIDs in inventory to support tagging in accordance with state regulation. Cannabis will be harvested and processed on the premise and then taken to a secure storage area until ready for transportation.

All cannabis is required to be entered into the track-and-trace system by the licensee starting with seed, cannabis which has been propagated onsite or purchased from a licensed nursery, or seedling purchased from a license nursery. The UID will accompany the cannabis products through all phases of the growing cycle, including waste.

Waste management plan – MCC 5.60.070(B)(15); 5.60.150

The operation will use three 10’x5’ storage containers for waste. An 800-square foot compost area will be used for cannabis plant waste. The composting area will be covered and have an external misting system for odor control. Diesel fuel will be stored in a concrete case in the barn structure.

Fertilizers and pesticides will be kept in sealed containers. Fertilizers include worm castings, fish hydrolysate, kelp, and molasses. Pesticides include coconut water, powdered potassium silicate, neem cake, aloe vera flakes, and essential oils. Containers are to be sealed and signed in accordance with Title 3 of the California Code of Regulations, Division 6, Chapter 3, Article 4. Prior to the use of pesticides, the applicant will acquire the appropriate permits from the Inyo and Mono Counties Agricultural Commissioner's Office.

The provider for general waste is D&S, with tote and dumpster service.

The waste management plan is in compliance with Title 3, Section 8108 and 8308 of the California Code of Regulations, and has been approved by the County’s Solid Waste Superintendent per Mono County Code 5.60.130.F.

Security plan – MCC 5.60.070(B)(16); 5.60.150

The Security Plan has been reviewed by the Mono County Sherriff’s Office and has been approved under the requirements set forth in MCC 5.60.150 (I). Per MCC 5.60.070.B(16) the security plan is confidential.

The applicant has completed LiveScan for both Mono County and the California Department of Food and Agriculture.

Analysis – MCC 5.60.080(C)

Upon completion of staff review and internal processing, the Director shall set the matter for decision by the Approval Authority, which shall receive and consider the input and recommendations of the Sheriff, staff, the applicant and any interested persons. Pursuant to MCC 5.60.080(C) the Board may issue the cannabis operation permit if:

1. The commercial cannabis activity, as proposed, will comply with the requirements of state law and regulation, the Mono County General Plan, the Mono County Code and this Chapter.

The staff report describes the applicant’s operations such that they are in compliance with County regulations and the applicant has signed under Penalty of Perjury that “the applicant and all persons involved in management have the ability to comply with all laws regulating cannabis businesses in the State of California and shall maintain such compliance during the term of the permit.”

2. The property has all necessary land use entitlements as required by the Mono County General Plan or is legally exempt from such requirements.

The applicant received a Use Permit from the Planning Commission on October 17, 2019.

3. The applicant has demonstrated to the satisfaction of the Approval Authority that the operation, its owners and the applicant have the ability to comply with state law and regulation, the Mono County General Plan, the Mono County Code and this Chapter.

Through this evaluation, the applicant has demonstrated the ability to comply with state law and regulation, the Mono County General Plan, and the Mono County Code. The application has been circulated for multi-departmental review and has received approval from departments including, but not limited to, Community Development, Environmental Health, and the Sheriff’s Office. Application materials were reviewed, and additional questions of the project were communicated to the applicant for further clarification which was provided by the applicant and included in this report.

4. No applicant or owner has been convicted of a felony or a drug-related misdemeanor reclassified under Section 1170.18 of the California Penal Code (Proposition 47) within the last ten (10) years, unless the Approval Authority determines that such conviction is not substantially related to the qualifications, functions or duties of the person or activity and/or there is adequate evidence of rehabilitation of the person. A conviction within the meaning of this section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

The applicant/owner has affirmed he has not been convicted of a felony or a drug related misdemeanor within the past ten (10) years. A Condition of Approval for this permit will be the positive recommendation from the Sheriff's Office of the applicant/owner to engage in commercial cannabis actives based on the results of the background check/LiveScan.

5. The Approval Authority determines that issuance of the permit is in the best interests of the community, the County, and its citizens and visitors, based on the following:

- 1) The experience and qualifications of the applicant and any persons involved in the management of the proposed cannabis business:

The applicants do not have prior experience in cannabis, but have demonstrated acumen running and maintaining a business. Michael Storc has been President of JETYM, a business providing specialty transportation vehicles to the film industry for the past ten years, and has a degree in Business and Accounting. Jeni Parsons has eight years of experience as an event planner.

- 2) Whether there are specific and articulable positive or negative impacts on the surrounding community or adjacent properties from the proposed cannabis business:

The project is compatible with Mono County Land Use Element policies and Antelope Valley Area Plan goals, including the preservation of agriculture and rural business.

The use is consistent with property's Agriculture (AG) designation. Properties to the east, west, and north are also AG and at least 18 acres in size. Properties on the south side of North River Lane are primarily Estate Residential (ER) parcels of approximately one acre and contain single family residences.

The following public comment letters, which did not differentiate between cultivation and manufacturing activities, were submitted: a petition in opposition with 153 signatures, 13 letters of opposition, a petition in support with 23 signatures, and nine letters of support (see Attachment D). Key points raised by opposition letters include odor, visuals, security, water use, traffic, property value impacts, and incompatibility with the residential character of the neighborhood. Letters of support highlight that the business provides economic diversity to the Antelope Valley and will not be disruptive to the community, and vouch for the applicants as responsible owners.

The following responses to comments, based on the General Plan, MCC 5.60, Conditional Use Permit 18-018, and the CEQA 15183 analysis are organized by topic:

- **Odor:** *The 15183 analysis found no significant odor impacts based on the indoor location and installation of the odor scrubbing system that will treat all exhaust from the greenhouses. In addition, an odor mitigation misting system will be used on the outdoor compost area. (See p. 17-20 of Attachment C.)*
- **Visuals:** *The Use Permit found the project to be in compliance and consistent with community and General Plan policies for visuals of agricultural properties and operations.*

Proposed visual screening along North River Lane includes 48,120-square feet of lavender, along with Leyland Cypress and Sambuca Black Lace trees. (See p. 25 of Attachment C.)

- **Security:** *Per California State Law, the security plan is a confidential document. The Sheriff's office has reviewed and approved the security plan under the requirements set forth in MCC 5.60.150 (I).*
- **Water Use:** *The 15183 analysis found that total water usage (cannabis plus landscaping) for the proposed project (4.6 acre-feet/year for 1.8 acres of crop) is less than a typical outright permitted agricultural use, such as an alfalfa crop (7.24 acre-feet/year for 1.8 acres of crop), and therefore the impact is not peculiar to the project. The project has the necessary approvals from the Lahontan Regional Water Quality Control Board for discharge from the greenhouses and is not in a groundwater basin subject to the Sustainable Groundwater Management Act. (See p. 16-17 of Attachment C.)*
- **Traffic:** *The 15183 analysis calculates trip generation rates for the proposed project and found that traffic is comparable to that generated by a typical farm with a family of four to six persons that commute to school or work, and have the need for additional workers for harvest. A typical farm could have higher intensity transportation uses, such as semi-trailers, which are not part of the proposed project. In addition, the existing private road is adequate for the types of vehicles proposed for use by the project. (See p. 19-20 of Attachment C.)*
- **Property Value Impacts:** *Property value impacts are highly speculative and outside the scope of the County's permitting analysis. The project is consistent with the existing land use designation and the permitted uses subject to use permit, which are public documents providing information about the types of activities that may be allowed on the property.*
- **Incompatibility with Residential Character of Neighborhood:** *The General Plan Land Use Designations on North River Lane place agricultural designations adjacent to residential designations, separated only by a private road, which could create land use conflicts. Mono County engages in community-based planning in an effort to tailor community policies and regulations to recognize and account for potential conflicts such as this one and, in this case, spent approximately 16 months developing cannabis regulations to account for specific community concerns. During that policy development, no comments on this "residential vs. agricultural" designation issue were made at Regional Planning Advisory Committee (RPAC), Planning Commission, or Board of Supervisor meetings; and no written or oral comments were submitted directly to staff. While those in opposition to the project have now raised these policy considerations to the RPAC, which is considering the issue and may make a future recommendation to the Board of Supervisors on policy and regulatory amendments to General Plan Chapter 13 and MCC 5.60, the Board of Supervisors is obligated to evaluate the proposed project under the existing adopted regulations that were developed with community input.*

In addition, the applicants have responded to concerns from the community by modifying the original project. To reduce odor generation and overall scale of the grow, the project has been modified from over 50,000 square feet of outdoor grow area in the original submittal to two 10,000-square foot indoor cultivation greenhouses (no outdoor grow is proposed; a nursery and diffused light clone greenhouse was included in the initial and current submittal in addition to the cultivation area). To further mitigate concerns due to odor, an engineered odor mitigation system was added to greenhouses and the outdoor compost area.

- 3) The adequacy and feasibility of business, operations, security, waste management, odor control, and other plans or measures submitted by the applicant:

As a manufacturing operation, the application adequately addresses the feasibility of business, operations, security, waste management, and odor control, as noted above. Application materials have been reviewed and approved by Environmental Health and the Sheriff's Office.

Public consumption is prohibited on-site and no public sales will take place at the premise. The premise will be closed to the general public. Waste materials will be in the form of plant materials. All cannabis product will be transported and sold to other California cannabis-licensed businesses.

- 4) Whether granting the permit will result in an undesirable overconcentration of the cannabis industry in a limited number of persons or in a limited geographic area within the County:

There are currently two other permitted commercial cannabis businesses in Antelope Valley. Tilt Farm is the nearest existing commercial cannabis cultivation business and is approximately one-half mile away, and Walker River Farms, located approximately 2.3 miles away, is a microbusiness that includes manufacturing.

- 5) Environmental impacts/benefits of the cannabis business such as waste handling, recycling, water treatment and supply, use of renewable energy or other resources, etc.:

Environmental review determined no significant environmental impacts beyond that of a typical agriculture operation. The 15183 analysis (Attachment C) specifically reviewed potential impacts related to land use, housing, soils, water, air quality/odors, transportation, biological resources, energy and mineral resources, hazards, noise, public services, utilities, aesthetics, cultural resources, recreation, and greenhouse gas emissions (GHG).

- 6) Economic impacts to the community and the County such as the number and quality of jobs created, and/or other economic contributions made by the proposed operation.

The proposed project will generate an incremental increase in cannabis taxes. The proposal will generate up to ten jobs at full buildout and two farm labor housing units.

Pursuant to MCC 5.60.080(D), the Board must deny an application that meets any of the following criteria:

1. The applicant has knowingly made a false statement of material fact, or has knowingly omitted a material fact, from the application.

To the best of staff's knowledge, the application is complete and accurately depicts all facets of the proposal.

2. A previous cannabis operations permit issued under this Chapter for an operation involving the same applicant or owner has been revoked by the County within the two (2) years preceding the date of the application and all opportunities for appeal of that determination have been exhausted or the time in which such appeals could have been filed has expired.

The applicant has not previously applied for a cannabis operation permit.

3. The applicant or any owner has been determined, by an administrative hearing body or a court of competent jurisdiction to have engaged in commercial cannabis activities in violation of State or local law and all opportunities for appeal of that determination have been exhausted or the time in which such appeals could have been filed has expired.

The applicant has not previously engaged in commercial cannabis activities and has not violated State or local law regarding commercial cannabis.

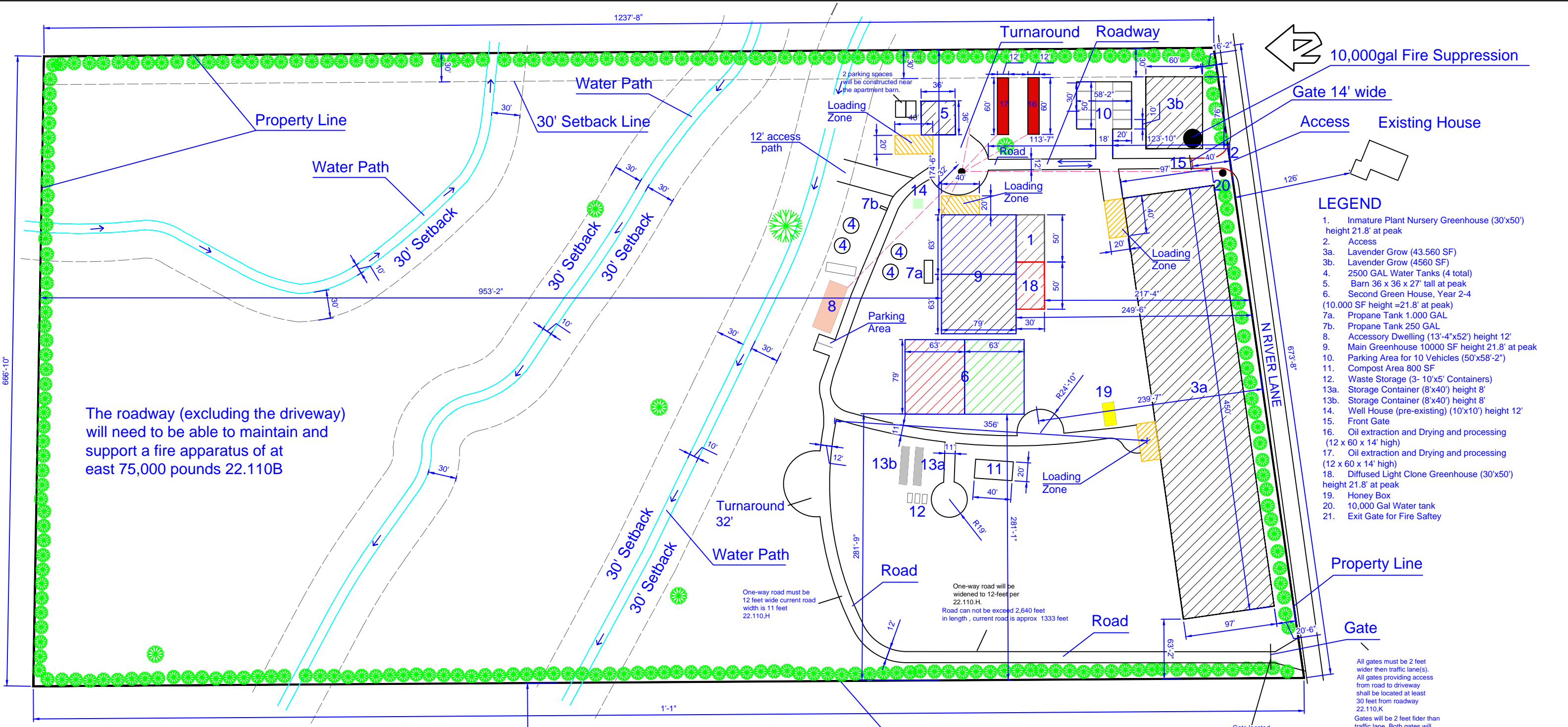
This staff report has been reviewed by the Community Development Director.

ATTACHMENTS

- A. Site Plan**
- B. Staff Report – Use Permit 18-018**
- C. 15183 Analysis**
- D. Public Comment Letters**

Conditions of Approval
Commercial Cannabis Cultivation Operation Permit 19-006/Colitas Farms

1. The operation shall comply with all County department regulations including, but not limited to, the Mono County Sheriff's Department, Public Health Department, Environmental Health Department, Public Works Department, Community Development Department, and Treasure - Tax Collector's Office.
2. The operation shall comply with all rules and regulations established in Mono County Code, the Mono County General Plan, and all applicable state laws.
3. This permit is nontransferable and shall terminate upon expiration or subsequent termination, or change in property ownership, or when more than fifty percent of the corporate stock, partnership interest or other business interest is transferred.
4. This permit is only valid when a Use Permit exists for the property. This permit shall become invalid if the Use Permit for the property is revoked.
5. Prior to commencing operation, the applicant shall obtain a state cannabis cultivation license, Mono County Business License, and a Mono County Tax Certificate.
6. Prior to commencing operation, the applicant shall complete a Mono County LiveScan and receive affirmation from the Sheriff's Office to commence operation.
7. The applicant must provide proof of the state-issued annual license when available.
8. The County, its agents, and employees may seek verification of the information contained in this permit and the associated application.
9. The business shall be subject to an annual inspection performed to ensure compliance with County Code 5.60.120. Failure to pass the annual inspection prior to the August 31 deadline may result in denial of the renewal application.
10. The operation shall operate only in accordance with the application and all corresponding plans reviewed and approved by the County.
11. This permit shall expire August 31, 2020 (unless renewed or revoked in accordance with Mono County Code Chapter 5.60).
12. Renewal/modifications must be received by August 1 accompanied by the required renewal/modification fee. If any of the documentation and information supplied by the applicant pursuant to Section 5.60.070 has changed or will change since the grant of this permit, the applicant shall submit updated information and documentation with the application for renewal and shall provide such other information as the Director may require. If an applicant fails to submit the renewal form and all associated fees thirty (30) days before August 31, the applicant will be required to submit a new application under section 5.60.070.



The roadway (excluding the driveway) will need to be able to maintain and support a fire apparatus of at east 75,000 pounds 22.110B

10,000gal Fire Suppression

Gate 14' wide

Access Existing House

LEGEND

- 1. Immature Plant Nursery Greenhouse (30'x50') height 21.8' at peak
- 2. Access
- 3a. Lavender Grow (43,560 SF)
- 3b. Lavender Grow (4560 SF)
- 4. 2500 GAL Water Tanks (4 total)
- 5. Barn 36 x 36 x 27' tall at peak
- 6. Second Green House, Year 2-4 (10,000 SF height =21.8' at peak)
- 7a. Propane Tank 1,000 GAL
- 7b. Propane Tank 250 GAL
- 8. Accessory Dwelling (13'-4"x52') height 12'
- 9. Main Greenhouse 10000 SF height 21.8' at peak
- 10. Parking Area for 10 Vehicles (50'x58'-2")
- 11. Compost Area 800 SF
- 12. Waste Storage (3- 10'x5' Containers)
- 13a. Storage Container (8'x40') height 8'
- 13b. Storage Container (8'x40') height 8'
- 14. Well House (pre-existing) (10'x10') height 12'
- 15. Front Gate
- 16. Oil extraction and Drying and processing (12 x 60 x 14' high)
- 17. Oil extraction and Drying and processing (12 x 60 x 14' high)
- 18. Diffused Light Clone Greenhouse (30'x50') height 21.8' at peak
- 19. Honey Box
- 20. 10,000 Gal Water tank
- 21. Exit Gate for Fire Saftey

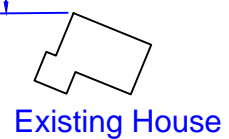
Property Line

Gate

All gates must be 2 feet wider then traffic lane(s). All gates providing access from road to driveway shall be located at least 30 feet from roadway 22.110.K
Gates will be 2 feet fider than traffic lane. Both gates will be located at least 30-feet away from the roadway per 22.110.K.

One-way road must be 12 feet wide current road width is 11 feet 22.110.H
Road can not be exceed 2,640 feet in length , current road is approx 1333 feet

VICINITY MAP, NOT TO SCALE



- Notes:
- 1. Driveway is approximately 356 feet.
 - 2. Road cannot exceed 2,460 feet in length. Road is approximately 1,333 feet.
 - 3. Radius of turnouts will need to be confirmed during the building permit process.
 - 4. The roadway (excluding the driveway) will need to be able to maintain and support a fire apparatus of at least 75,000 pounds per 22.110.B.

Parcel No. (APN)	002-460-015-000
Lot Area	816.239 SF
Total Lot Coverage	118.500 SF 14.5%

**324 N RIVER LN
COLEVILLE, CA 96107
Scale: 1"=100'**



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

October 17, 2019

To: Mono County Planning Commission

From: Hailey Lang, Planning Analyst

Re: Use Permit 18-018/Colitas Farms

RECOMMENDATION

It is recommended that Planning Commission take the following actions:

1. Find that the project qualifies as an Exemption under CEQA guidelines 15183 and instruct staff to file a Notice of Determination;
2. Make the required findings as contained in the project staff report; and
3. Approve Use Permit 18-018 subject to Conditions of Approval.

BACKGROUND

In November 2016, California voters approved the Adult Use of Marijuana Act (Proposition 64) to legalize adult use of marijuana (in addition to medical uses that were legalized in 1996). Every precinct in Mono County passed Proposition 64, with margins as low as 1.4% in the Bridgeport area to a high margin of approximately 30% in the Mono Basin, June Lake, and Wheeler Crest areas. The state's legalization of adult use marijuana presented local jurisdictions with several choices for regulating the new industry: 1) ban cannabis activities in whole or part; 2) adopt local regulations for cannabis activities; or 3) remain silent and defer to state laws and regulations.

In June 2017, California Senate Bill 94 was passed, consolidating the provisions of the Medical Cannabis Regulation and Safety Act and Proposition 64 (passed by voter approval in the November 2016 election) into what is now known as the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA). The Act creates a framework for the regulation of commercial medicinal and adult-use cannabis in California.

Three state authorities were authorized for the oversight and State permitting of cannabis businesses: The Bureau of Cannabis Control is the lead agency for retailers, distributors, testing labs, microbusinesses, and temporary cannabis events; CalCannabis, a division of the California Department of Food and Agriculture (CDFA), has oversight of cultivation; and the Manufactured Cannabis Safety Branch, a branch of the California Department of Public Health, regulates all commercial cannabis manufacturing. Each licensing authority requires an operator to receive local approval prior to applying for state licensure.

Mono County conducted a community-based planning effort for feedback on the most appropriate regulatory approach and, ultimately, to develop policies and regulations for legalized cannabis activities. In 2017, the following 12 Regional Planning Advisory Committee (RPAC) meetings and outreach sessions were conducted: two in Antelope Valley, three in Bridgeport, one in June Lake, two in the Mono Basin, two in Long Valley, and two in Tri-Valley. Three workshops were held with the Planning Commission, and feedback from the Commission and RPACs were incorporated into the development of the policies. Concurrently, the Cannabis Joint Committee, which is comprised of 10 County departments/divisions, reviewed the policies and public feedback, and provided additional input that was incorporated as policies were developed.

At a formally noticed public hearing in October 2017, the Commission recommended General Plan policies pertaining to cannabis activities for adoption by the Board. The Board of Supervisors held five workshops, including one with the Town of Mammoth Lakes and one specific to cannabis taxation, to consider public feedback received through RPAC, Planning Commission, and Joint Committee discussions, and provide direction to staff. In December 2017, the Board held a public hearing adopting the General Plan policies recommended by the Planning Commission.

Following the adoption of guiding policies, specific regulations in both the General Plan and Mono County Code were developed through another community-based planning effort. The RPACs again held a total of 12 meetings where cannabis regulations were discussed: two in Antelope Valley, three in Bridgeport, two in the Mono Basin, one in June Lake, two in Long Valley, and two in the Tri-Valley. The Planning Commission also again held three workshops to both incorporate RPAC feedback into the regulations and provide additional input and direction to staff, and the staff-level Cannabis Joint Committee provided additional feedback.

The Commission made a recommendation to the Board to adopt new regulations in March 2018. The Board of Supervisors heard two minor updates and held four discussions on cannabis taxation, in addition to three workshops on cannabis regulations where specific policy issues were considered. The Board adopted the new General Plan and Mono County Code regulations at a formal public hearing on April 17, 2018.

In addition to the structured public engagement process above, the public is always welcome to directly contact Community Development Department staff and Mono County Supervisors via phone or email, or to schedule an in-person meeting to share comments, concerns, and input. Attendance at public meetings and speaking in public is not necessary in order to provide feedback.

The adopted regulations established two permits required for local cannabis businesses: 1) Conditional Use Permit for the property's land-use entitlement; and 2) subsequent Cannabis Operation Permit for the business. While the Conditional Use Permit runs with the land, the Operation Permit is unique to the business and expires annually. A separate cannabis Operation Permit is required for each type of cannabis activity carried out on or at the premises regardless of ownership.

Pursuant to California Business and Professions Code Section 26000, et seq., a valid license issued by the state shall be required to operate any commercial cannabis activity within the county.

PROJECT DESCRIPTION

The project is located at 324 N River Lane (APN 002-460-015) on an approximately 20-acre parcel in Walker. The Land Use Designation (LUD) for this parcel is Agriculture (AG). Types of uses permitted subject to a use permit on AG land include commercial hog and poultry raising, farm labor trailer parks, public utility buildings and/or structures, airports, heliports, stock-feeding yards, agriculture processing plants, slaughterhouses, limited-scale lodging, bed-and-breakfast establishments, animal hospitals, veterinary clinics, kennels, mineral exploration activities, equestrian facilities, commercial hunting and fishing, rural recreation, parks, golf courses, sport facilities, and commercial cannabis activities (nursery, cultivation, processing, manufacturing Type 6, N, and P, distribution, retail, and microbusiness).

A Mono County Use Permit and Operation Permit for cultivation, processing, and Type 6 manufacturing will be submitted to conduct operations. Obtaining the required California State permits to cultivate cannabis will be conditions of all permits.

The proposed project utilizes greenhouses and other structures to grow, process, and manufacture cannabis (see Attachment 1). The project facilities and ancillary items are listed below:

- Two 10,000 square-foot greenhouses
- One immature plant greenhouse (30'x50' or 1,500 sf)
- One diffused light clone greenhouse (30'x50' or 1,500 sf)
- Two oil extraction, drying and processing sheds (12'x60' or 720 sf each)
- One 800 sf compost area
- Three waste storage containers (10'x5' or 150 sf each)
- Two cannabis storage containers (8'x40' or 320 sf each)
- One barn (totaling 2,592 sf) with upstairs apartment (appx 1,000 sf)
- One accessory dwelling unit (13'x52' or 693 sf) with adjacent parking area
- Two diesel generators for backup and emergency supply
- One parking area for 10 vehicles (50'x58' or 2,908 sf)
- Four loading zone areas (800 sf each)
- Four 2,500-gallon water tanks
- One 10,000-gallon water tank
- Two propane tanks (250 gal and 1,000 gal)
- One well house (10'x10', or 100 sf)
- Front gate and fencing for security
- Underground utilities
- Trees around the property perimeter for visual aesthetics (Leyland Cypress and Sambuca Black Lace)
- One-way road with two access points

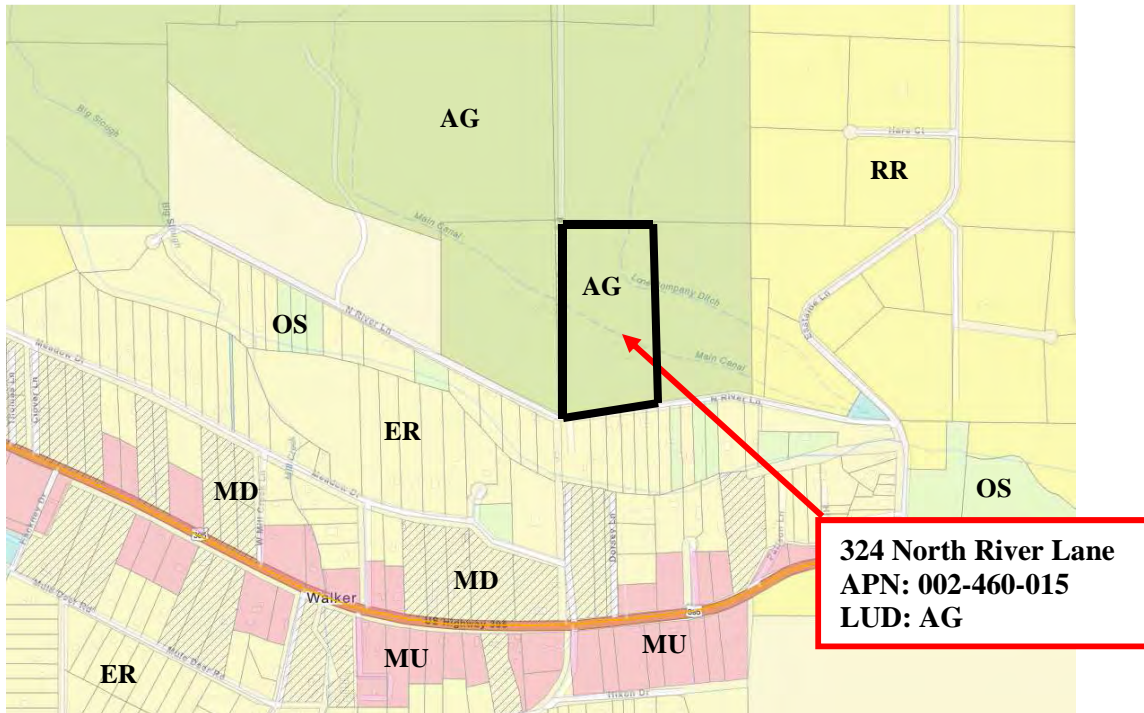
In addition to growing cannabis, the farm will grow lavender which includes the following items:

- Two lavender cultivation areas (43,560 sf and 4,560 sf) and lavender oil extraction
- One honey box

PROJECT LOCATION



PROJECT LAND USE DESIGNATION



LAND DEVELOPMENT TECHNICAL ADVISORY COMMITTEE (LDTAC)

The LDTAC first reviewed the application on Dec. 17, 2018, and recommended acceptance for permit processing. Based on community input, the applicants revised their project description to remove the outdoor grow and cultivate indoors only. With the change in project description, LDTAC reviewed the application again on Feb. 19, 2019, and re-accepted the permit for processing.

CEQA COMPLIANCE

The County contracted with Resource Concepts Inc. (RCI) to conduct a 15183 analysis (Attachment 4). CEQA mandates that projects consistent with the development density established by existing zoning, community plan, or general plan policies for which an Environmental Impact Report (EIR) was certified shall not require additional environmental review, except as might be necessary to examine whether there are project-specific significant effects peculiar to the project or its site. The 15183 analysis found no significant impacts peculiar to cannabis cultivation, processing, and manufacturing Type 6, or beyond the scope of mitigation measures stated in the Mono County General Plan EIR. The 15183 analysis specifically reviewed potential impacts related to land use, housing, soils, water, air quality/odors, transportation, biological resources, energy and mineral resources, hazards, noise, public services, utilities, aesthetics, cultural resources, recreation, and greenhouse gas emissions (GHG).

Ultimately, the review determined:

1. The land use and planning impacts of the proposed agricultural cultivation were analyzed in the EIRs certified in conjunction with the adoption of the Mono County General Plan;
2. This parcel is no different than other agricultural parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project;
3. There is no new substantial information indicating that the land use and planning impacts of the project will be more severe than described in the EIR; and
4. There are no cumulative or off-site land use and planning impacts from the proposed project that were not addressed in the prior EIR.

GENERAL PLAN CONSISTENCY

The General Plan land use designation for this property is Agriculture with a 10-acre minimum (AG-10). According to the Mono County General Plan, “the ‘AG’ designation is intended to preserve and encourage agricultural uses, to protect agricultural uses from encroachment from urban uses, and to provide for the orderly growth of activities related to agriculture.” Permitted uses under the Agriculture land use designation include single-family homes, accessory buildings, non-commercial composting, and all uses proposed in conjunction with a bona-fide agricultural operation. Commercial cannabis cultivation is permitted subject to a Use Permit and compliance with Chapter 13, and a Cannabis Operation Permit pursuant to Mono County Code Chapter 5.60.

The proposed development is also consistent with Antelope Valley Area Plan policies contained in the Mono County General Plan Land Use Element.

MONO COUNTY LAND USE ELEMENT, COUNTYWIDE LAND USE POLICIES

Objective 1.I. Maintain and enhance the local economy.

Objective 1.L. Provide for commercial cannabis activities in Mono County in a way that protects public health, safety, and welfare while also taking advantage of new business and economic development activities.

Policy 1.L.3. Avoid, reduce, and prevent potential issues specific to commercial cannabis activities that may adversely affect communities.

Policy 1.L.4. In recognition of the potential economic benefits of this new industry, encourage the responsible establishment and operation of commercial cannabis activities.

MONO COUNTY LAND USE ELEMENT, ANTELOPE VALLEY POLICIES

GOAL 4. Provide for orderly growth in the Antelope Valley in a manner that retains the rural environment, and protects the area's scenic, recreational, agricultural, and natural resources.

Objective 4.A. Guide future development to occur within the US 395 corridor and existing communities.

Policy 4.A.3. Along the Highway 395 corridor between existing communities, provide for limited development that is compatible with natural constraints and the Valley's scenic qualities.

Objective 4.B. Maintain the scenic, historic, agricultural, and natural resource values in the Valley.

Objective 4.D. Maintain and enhance the local economy.

PUBLIC HEARING NOTICE

A public hearing notice was published in the Oct. 5, 2019, issue of The Sheet and the Oct. 3, 2019, issue of Mammoth Times (see Attachment 2) and was mailed to surrounding property owners within 300 feet of the proposed project (Attachment 3) on Oct. 2, 2019. No comments have been received as of the drafting of this staff report.

On October 9, 2018, prior to the first version of the application being accepted for processing, a petition with 49 signatures against the project was submitted to the Community Development Department. This petition was based on the previous project description that included an outdoor grow area. The petition comments on a number of topics including: general opposition to the legality of cannabis; watershed impacts; Water Board and/or Air Quality District compliance; location/site control; well/water impacts; pest control; natural hazard impacts; size of buildings; character of potential employees; odor and air quality impacts; visual impacts; noise; lighting; security; biological and cultural impacts; infrastructure; and regulatory impacts. The submitted petition is available upon request.

USE PERMIT FINDINGS

In accordance with Mono County General Plan, Chapter 32, Processing-Use Permits, the Planning Commission may issue a Use Permit after making certain findings.

Section 32.010, Required Findings:

1. *All applicable provisions of the Mono County General Plan are complied with, and the site of the proposed use is adequate in size and shape to accommodate the use and to accommodate all yards, walls and fences, parking, loading, landscaping and other required features because:*
 - a. Cannabis cultivation, processing, and manufacturing Type 6 is permitted subject to use permit in AG designations and must comply with Chapter 13, Cannabis Regulations.
 - b. Adequate site area exists for the proposed uses. The footprint of cannabis operations at full buildout is up to 20,000 square feet out of approximately 20 acres of the property.
 - c. The site provides adequate parking and space for loading areas. Employee vehicles will be accommodated by the on-site parking areas. Ten parking spaces for non-residential employees will be located near the main access gate near the lavender grow area in the southeast corner of the property (parking stalls are approximately 10' x 20' each), and there are also four separate areas throughout the property designated for loading (800 square feet each). Two parking spaces are located by the apartment barn with two more by the manufactured home for a total of 14 spaces. Three turnouts would accommodate access and emergency vehicle turnaround. Per Chapter 6, Parking, Table 06.010, Required Number of Parking Spaces, Colitas Farms is required to have two spaces for each three employees on the largest shift. Colitas Farms would need to accommodate eight parking spaces plus the two parking spaces for each residential unit, for a total of 12 parking spaces. Per Chapter 6, Parking Stall Size, uncovered parking spaces in areas below 7,000 feet in elevation may be reduced to 9' x 18'. Therefore, the proposed parking exceeds required standards.
 - d. The location of the proposed project is consistent with the Antelope Valley Area Plan's intent for preserving agriculture (refer to General Plan Consistency).
 - e. There will be no detrimental impacts to housing. An apartment barn (with approximately 1,000 square feet of living space with a total of 2,592 square feet) will be located east of the main greenhouse to house the lone on-site employee. A dilapidated manufactured home currently exists on site and will be torn down and replaced with a new manufactured home (693 square feet) for additional employees at a later date.
2. *The site for the proposed use related to streets and highways is adequate in width and type to carry the quantity and kind of traffic generated by the proposed use because:*
 - a. During non-harvest times, employee traffic could be three round trips per day, five days a week, or about 60 round trips per month. During harvest seasons, employee traffic could increase to as much as nine round trips per day, five days a week, for about 45 round trips per week for four two-week periods. Employees will be encouraged to carpool to the site. Deliveries and shipping of products would occur twice per week via delivery van. No semi-trailers are anticipated for regular farm operations. The traffic for the proposed project is comparable to traffic typical for a farm with a family of four to six persons who commute to school or work and have the need for additional workers for harvest. Depending

on the crop, a typical farm could also be expected to have larger transportation and shipping vehicles, such as semi-trailers, which are not part of the proposed project.

The project area is accessed from Hwy 395 to Eastside Lane and then to North River Lane. The proposed project would increase traffic on all three access roads. Highway 395 is a designated interstate truck route and is designed for heavy traffic. Eastside Lane is a standard County collector/commercial (Class I for snow removal) maintained roadway designed for general uses (Mono County, 1981, 2013, 2014b).

North River Lane is a partially paved private road. Private roads often do not meet the County Roadway Standards and as a result have not been accepted into the County Roadway Systems (Mono County, 2013, 2014b). The existing road is adequate for the passenger vehicles and the types of delivery vans to be used to access the property. The project proponent is committed to maintaining the existing road in its current condition to access their driveway. Access to the proposed farm driveway is approximately 1,650 feet along the paved portion of North River Lane from Eastside Lane along which there are approximately six other driveways.

This traffic is not expected to impact the existing traffic load and capacity above and beyond that of a typical 20-acre traditional farming operation with family and workers living on site. The project will not create barriers for pedestrians or bicyclists, nor will it conflict with policies supporting alternative transportation.

3. *The proposed use will not be detrimental to the public welfare or injurious to property or improvements in the area in which the property is located because:*
 - a. The proposed uses are not expected to cause significant environmental impacts or be detrimental to surrounding property. Elements peculiar to cannabis, including odors, have been analyzed through the 15183 CEQA exemption process and have been found to have no impacts beyond the scope analyzed in the Mono County General Plan EIR.
 - b. The proposed project is a conforming use according to the Mono County General Plan's Land Use Element. The use permit process provides public opportunity to comment on the proposal and no comments were received as of the drafting of this staff report.
 - c. The Antelope Valley Fire Protection District Chief was consulted and recommended the following changes that were incorporated into the project: placement of a 10,000-gallon water tank for fire suppression at the front of the property and extension of the one-way road to a second access point on N. River Lane.

4. *The proposed use is consistent with the map and text of the Mono County General Plan because:*
 - a. Commercial cannabis activities are permitted on AG land given the applicant meets the criteria set forth by Chapter 13.

- b. The project is located within the Antelope Valley Planning Area. The Antelope Valley Plan encourages the protection of agriculture and its related values.

COMPLIANCE WITH MONO COUNTY CANNABIS REGULATIONS, CHAPTER 13

In addition to General Plan policies and regulations, commercial cannabis activities shall comply with Chapter 13. The following general standards and requirements apply to all commercial cannabis activities permitted in the county:

13.070 C. Site Control.

No commercial cannabis activity shall be allowed within six hundred (600) feet of schools providing instruction to kindergarten or any grades 1 through 12, day care or youth centers, parks, ballfields, playgrounds, libraries, community centers, and licensed childcare facilities.

The project is not located within 600' of schools, parks, playgrounds, libraries, or community centers. The nearest schools are Antelope Valley Elementary School and Coleville High School, both located four miles to the northwest in Coleville, CA.

13070 D. Setbacks.

All commercial cannabis activities shall meet existing setbacks established in General Plan Chapter 4 – Land Use Designations and 4.120 Yards and Setbacks.

All proposed structures and grow areas meet setback standards for agriculture designations (50' front, 30' rear, 30' side).

13.070 E. Odor Control.

An odor mitigation plan is required to demonstrate that odors generated by the commercial cannabis activity shall not unreasonably impact adjacent properties and uses, or that odor mitigation measures are not applicable due to lack of cannabis-related odor generation, location or siting, design features, or other factors.

The nearest receptor to this proposed project is a residence (APN 002-310-032) that is 277 feet south of the proposed clone greenhouse and 321 feet south of the main greenhouse. The composting area is 474 feet from the nearest residence.

Due to the proximity of receptors, Colitas Farms is proposing several methods for odor control. A high-pressure mister/fogger by NCM Environmental Solutions will be installed on all ventilation systems at the mature plant greenhouses, the immature plant greenhouse, and the defused light greenhouse. The compost area will also be equipped with the same high-pressure fogging system as the greenhouses. The high-pressure mister/fogger system disperses an odor-neutralizing product that traps airborne odors and biodegrades unpleasant smells. Both sheds for oil extraction, drying, and processing will have charcoal filter systems to assist with odor mitigation.

The NCM mister/fogger neutralizer has two active parts to neutralize odors, including fragrance and Metazene®. Metazene® is an odor-neutralizing compound that directly interacts with odors. Metazene® reacts with the highly volatile aromatic compounds in cannabis to form a complex ion that acts like a net to surround and envelope the odor. This complex ion becomes 'heavy' and

less volatile resulting in the neutralization of the odor. The fragrance is an odor masker. It is made up of various essential oils and aroma chemicals as well as some solvents to increase tenacity and longevity. The odor control will be programmed to include wind speed and directions. Attachment E in the CEQA document (Attachment 4 to the staff report) provides additional details on the Odor Control Plan.

The Mono County General Plan allows composting activities in the AG LUD up to a maximum of 100 cubic yards of composted materials at a time, and composting activities are required not to create a nuisance. No more than 100 cubic yards of compost will be present on the project site at a time consistent with the Mono County General Plan. Composted cannabis vegetation is a source of odors. The compost area will be covered when not in use to minimize odors. The NCM mister/fogger system described above will be installed over the compost area for odor control.

Lavender will be grown as an additional farm crop and a second scent barrier to any odors that could potentially occur outside of the greenhouses, storage/processing sheds, and composting areas. The lavender will cover 48,120 sf along North River Lane. With implementation of the odor control plan, it is not anticipated that any smell will occur outside the buildings.

13.070 F. Signage.

A Sign Plan shall be required to demonstrate compliance with General Plan Land Development Regulations, Chapter 4.190 Signs, and Chapter 7 Signs.

One hanging sign proposed will be located at the front of the property over the main entry gate. The sign will be ranch style and will be made of wood and copper. The sign will read, “Colitas Farms” with the company logo of a fox. It will be no larger than 10 square feet in size and will have a total clearance of 8-10 feet.

13.070 G. Visual Screening.

All Cannabis, Cannabis Products and Cannabis Accessories shall be screened from view from a public right of way to the best of the Permittee’s ability.

The project site is not located adjacent to a county or state scenic highway. It is adjacent to parcels with agricultural LUDs to the north and is adjacent to estate residential parcels south of North River Lane. Due to the nature of proposed grow operations (greenhouses), crop cultivation will not substantially degrade the visual quality of the surrounding area. Buildings will be painted to match surrounding dark earth tones in coordination with Mono County. Perimeter fencing will be installed with a decorative, wooden main access gate (see Attachment 1).

There will be two lavender grows that cover 48,120 sf along North River Lane that will enhance views to the property. Additionally, a shelterbelt of trees (Leyland Cypress and Sambuca Black Lace) will surround the operations to improve the view from the public right of way. The purpose of the aesthetic enhancements is to increase the appealing nature of the property to landowners and viewers alike. With these proposed actions, the property will be enhanced to reflect the culture and character of the area. The proposed agricultural activities are compatible with the character of the lands in Antelope Valley and with the agricultural character that Antelope Valley policies intend to preserve.

13.070 H. Lighting.

All commercial cannabis activities shall comply with General Plan Land Use Element Chapter 23 – Dark Sky Regulations regardless of activity type or Premise location.

All greenhouses are required to have blackout shade covers from dusk to dawn, and any exterior lighting will comply with the Mono County General Plan regulations for dark sky compliance.

13.070 I. Parking.

A Parking Plan depicting availability and requirements for parking shall be submitted. The Plan shall demonstrate the provision of adequate on-site parking for all employees and allow for loading and unloading.

There are 14 parking spaces provided -- 10 near the gate, two next to the manufactured home, and two next to the apartment barn. There are also four loading and unloading areas throughout the project area. Additionally, three turnouts are provided and comply with all requirements of Chapter 22, Fire Safe Regulations. The parking stalls near the gate are approximately 10' x 20' each in size and comply with 06.030, Parking Stall Size. Colitas Farms is required to provide eight parking spaces plus the two parking spaces for each residential unit, for a total of 12 parking spaces based on the requirements of Table 06.010, Required Number of Parking Spaces. Per Chapter 6, Parking Stall Size, uncovered parking spaces in areas below 7,000 feet in elevation may be reduced to 9' x 18'. The parking and loading spaces provided comply with all requirements of Chapter 6, Parking.

13.070 J. Noise.

Noise generation shall comply with the Mono County General Plan Noise Element and Mono County Code, Chapter 10.16.

The project is not expected to generate noise beyond that of similar agricultural operations. The Mono County Noise Ordinance limits maximum exterior noise levels for agricultural operations to 65 dBA at all times when measured at or within the real property line of the receiving property.

In the event of electrical utility failure, backup diesel generators will be used (two at full build-out). Each proposed KD 110 generator emits 66 decibels at a distance of 22 feet, and both are placed at a minimum of 30 feet from the property line. In addition, the noise ordinance does not apply to the generation of sound in the performance of emergency work, including the use of generators, both fixed and mobile, during power outages.

The project will not increase the existing noise levels above that typical for an agricultural operation and will not expose people to severe noise levels. Noise levels for alternative power for cannabis production will comply with the requirements of 13.070.J. The project will follow all requirements of the County's Noise Ordinance (Mono County Code, Chapter 10.16) and will follow all requirements of 13.070. J.

ATTACHMENTS

- 1 Site Plan

- 2 Public hearing notice
- 3 Public hearing mailer
- 4 CEQA document

MONO COUNTY

Planning Division

DRAFT NOTICE OF DECISION & USE PERMIT

USE PERMIT: UP 18-018 APPLICANT: Jeni Pearsons and Michael Storc

ASSESSOR PARCEL NUMBER: 002-460-015

PROJECT TITLE: Colitas Farms

PROJECT LOCATION: 324 N River Lane, Walker, CA 96107

CONDITIONS OF APPROVAL

See attached Conditions of Approval

ANY AFFECTED PERSON, INCLUDING THE APPLICANT, NOT SATISFIED WITH THE DECISION OF THE COMMISSION, MAY WITHIN TEN (10) DAYS OF THE EFFECTIVE DATE OF THE DECISION, SUBMIT AN APPEAL IN WRITING TO THE MONO COUNTY BOARD OF SUPERVISORS.

THE APPEAL SHALL INCLUDE THE APPELLANT'S INTEREST IN THE SUBJECT PROPERTY, THE DECISION OR ACTION APPEALED, SPECIFIC REASONS WHY THE APPELLANT BELIEVES THE DECISION APPEALED SHOULD NOT BE UPHELD AND SHALL BE ACCOMPANIED BY THE APPROPRIATE FILING FEE.

DATE OF DECISION/USE PERMIT APPROVAL: October 17, 2019

EFFECTIVE DATE USE PERMIT: November 1, 2019

This Use Permit shall become null and void in the event of failure to exercise the rights of the permit within one (1) year from October 17, 2019, unless an extension is applied for at least 60 days prior to the expiration date.

Ongoing compliance with the above conditions is mandatory. Failure to comply constitutes grounds for revocation and the institution of proceedings to enjoin the subject use.

MONO COUNTY PLANNING COMMISSION

DATED: _____

cc:

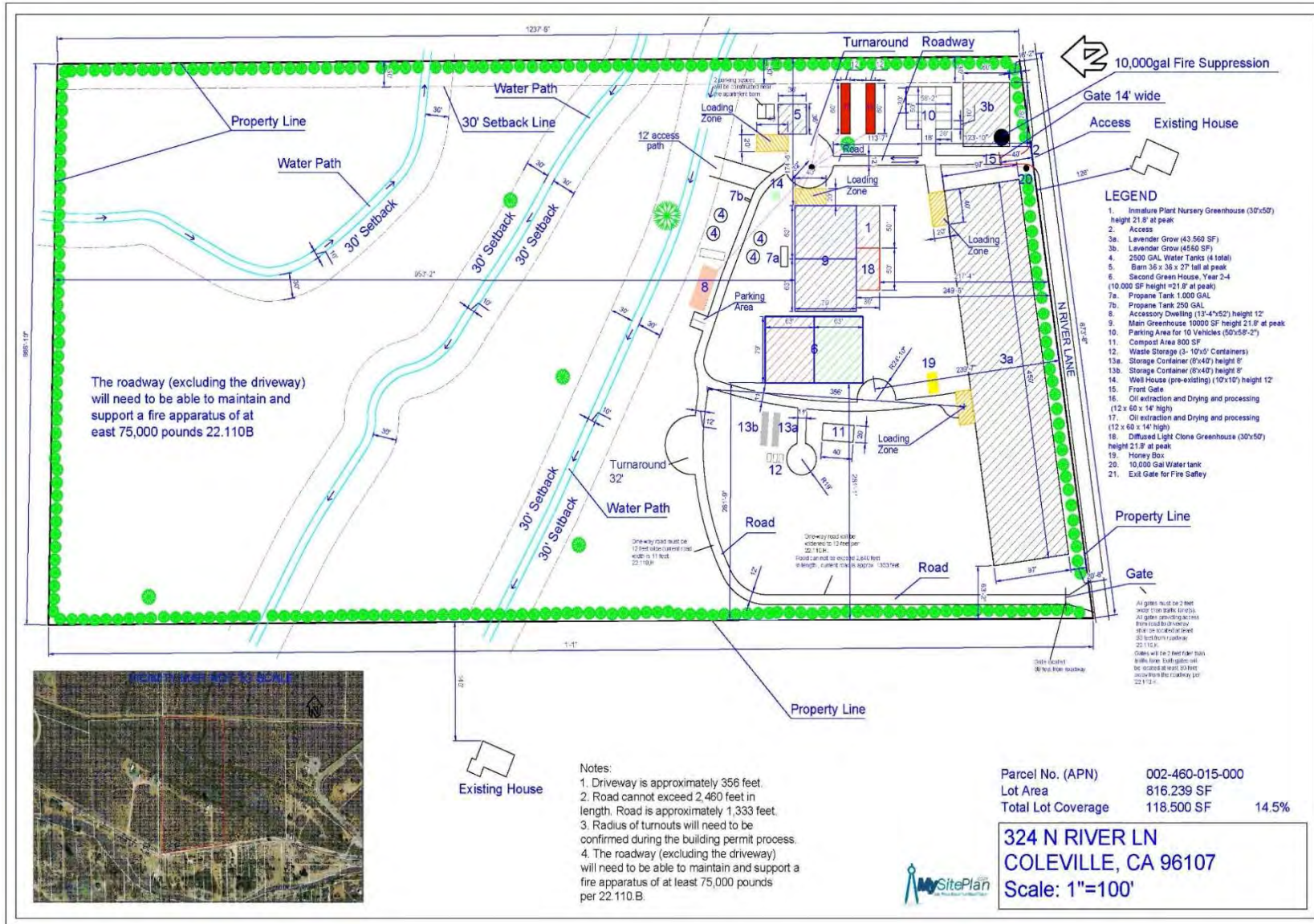
X Applicant
X Public Works
X Building
X Compliance

CONDITIONS OF APPROVAL

Use Permit 18-018/Colitas Farms

1. All development shall meet requirements of the Mono County General Plan, Mono County Code, and project conditions.
2. Project shall comply with Chapter 13, Cannabis Regulations.
3. Project is required to obtain a Mono County Cannabis Operation Permit pursuant to Mono County Code 5.60 and appropriate state licensing prior to commencing operation. A copy of state license shall be provided to the Mono County Community Development Department.
4. Project shall be in substantial compliance with the site plan as shown on Attachment 1 in the staff report.
5. Project is required to comply with any requirements of the Antelope Valley Fire Protection District.
6. Exterior lighting must comply with Chapter 23, Dark Sky Regulations.
7. Project shall provide 14 parking spaces, as shown on site plan.
8. Project shall not exceed a cannabis canopy of 20,000 square feet, as shown on the site plan. No additional activities, infrastructure, or expansion may occur without Planning Commission approval.
9. Applicant must maintain active business license and tax certificate requirements.
10. The project shall comply with Chapter 22, Fire Safe Regulations.
11. Exterior finishes on all buildings shall be dark earth tone colors.
12. If odor impacts are verified as defined by a cannabis odor enforcement program, odor mitigation may be required.
13. In the event of discovery or recognition of any human remains, all work shall be stopped, and there shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains until the coroner of the County has examined the site (California Health and Safety Code § 7050.5).
14. Project shall comply with all Mono County Building Division, Public Works, and Environmental Health requirements.
15. If any of these conditions are violated, this permit and all rights hereunder may be revoked in accordance with Section 32.080 of the Mono County General Plan, Land Development Regulations

ATTACHMENT 1-SITE PLAN



ATTACHMENT 2-PUBLIC HEARING NOTICE

MONO COUNTY PLANNING COMMISSION

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

Date: October 1, 2019
To: Mammoth Times
From: CD Ritter
Re: Legal Notice for the **October 3** issue.
Invoice: Cara Isaac, PO Box 347, Mammoth Lakes, CA 93546

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Mono County Planning Commission will conduct a public hearing **Oct. 17, 2019**, at Board of Supervisors Chambers, Mono County Courthouse, Bridgeport, CA, to consider the following: **10:05 a.m. CONDITIONAL USE PERMIT 18-018/Colitas Farms**: Proposal for cultivation, processing, and manufacturing of cannabis on an Agriculture (AG-10) parcel located at 324 N River Lane in Walker (APN 002-460-015). The proposed project includes: two 10,000 square foot (sf) greenhouses with cannabis canopy area not to exceed 20,000 sf at full build-out; one immature plant greenhouse (1,500 sf); one diffused light clone greenhouse (1,500 sf); two oil extraction, drying, and processing sheds (720 sf each, approximately 180 sf for drying, 348 sf for processing, and 192 sf for oil extraction); one manufactured home (693 square feet); one apartment barn (2,592 sf total with 1,000 sf of living space); two lavender cultivation areas (43,560 sf and 4,560 sf) and lavender oil extraction at full build-out; landscaping trees around the perimeter of the property; 14 parking spaces; and a one-way road with two access points. A CEQA 15183 exemption is proposed. The project files are available for public review at the Community Development Department offices in Bridgeport and Mammoth Lakes. The project files can be viewed digitally here: <https://www.monocounty.ca.gov/planning/page/colitas-farms>. INTERESTED PERSONS may appear before the Planning Commission to present testimony or, prior to or at the hearing, file written correspondence with: Secretary to the Planning Commission, PO Box 347, Mammoth Lakes, CA 93546. If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to Secretary to the Planning Commission at, or prior to, the public hearing.

##

ATTACHMENT 3-PUBLIC HEARING MAILER

Mono County Community Development Department Planning Division

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.mono-county.ca.gov

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Mono County Planning Commission will conduct a public hearing **October 17, 2019**, at Board of Supervisors Chambers, Mono County Courthouse, Bridgeport, CA, to consider the following: **10:05 a.m.**
CONDITIONAL USE PERMIT 18-018/Colitas Farms: Proposal for cultivation, processing, and manufacturing of cannabis on an Agriculture (AG-10) parcel located at 324 North River Lane in Walker (APN 002-460-015). The proposed project includes two 10,000 square foot (sf) greenhouses with cannabis canopy area not to exceed 20,000 sf at full build out; one immature plant greenhouse (1,500 sf); one diffused light clone greenhouse (1,500 sf); two oil extraction, drying, and processing sheds (720 sf, each approximately 180 sf for drying, 348 sf for processing, and 192 sf for oil extraction); one manufactured home (693 square feet); one apartment barn (2,592 sf total with 1,000 sf of living space); two lavender cultivation areas (43,560 sf and 4,560 sf) and lavender oil extraction at full build out; landscaping trees around the perimeter of the property; fourteen parking spaces; and a one-way road with two access points. A CEQA 15183 exemption is proposed. The project files are available for public review at the Community Development Department offices in Bridgeport and Mammoth Lakes. You can view the project files digitally here: <https://www.monocounty.ca.gov/planning/page/colitas-farms>.

INTERESTED PERSONS may appear before the Planning Commission to present testimony or, prior to or at the hearing, file written correspondence with: Secretary to the Planning Commission, PO Box 347, Mammoth Lakes, CA 93546. If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to Secretary to the Planning Commission at, or prior to, the public hearing.

For additional questions, please contact the Mono County Planning Division: Hailey Lang, Planning Analyst, PO Box 8, Bridgeport, CA 93517 (760)932-5415, hlang@mono.ca.gov



Project location highlighted in blue.
324 North River Lane (APN 002-460-015)

CEQA Guidelines §15183 Environmental Analysis

—for—

**Colitas Farms Cannabis Cultivation
Mono County, California**

October 2019

Prepared by:

Mono County Community Development Department
Planning Division
Post Office Box 347
Mammoth Lakes, CA 93546

CEQA Guidelines §15183 Environmental Analysis

—for—

Colitas Farms Cannabis Cultivation Mono County, California

October 2019

LIST OF PREPARERS

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Planning Division
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(760) 932-5415

Project Sponsor

Colitas Farms
324 North River Lane
Walker, CA 96107

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Attachments

- A. Location Maps
- B. Integrated Pest Management Plan
- C. Waste Management Plan
- D. Lahontan Regional Water Quality Control Board Letter
- E. Odor Mitigation Plan and Wind Rose Charts for Walker, California
- F. Cultural Resource Information

I. INTRODUCTION

The California Environmental Quality Act (CEQA) requires public agencies to consider and analyze the potential environmental effects of certain activities and establishes a process for determining whether the activity is subject to CEQA requirements. Activities are subject to CEQA if they (a) involve the exercise of discretionary powers, (b) have potential to impact the environment, and (c) meet the definition of a 'project,' and (d) are not categorically or statutorily exempt from CEQA.

CEQA Guideline §15183 provides a specific CEQA review process for qualifying projects that are consistent with a community plan or zoning. Under these regulations (reflected in California Public Resources Code (PRC) §21083.3 and CEQA Guidelines §15183), projects that are consistent with the development density of existing zoning, community plan or general plan policies for which an Environmental Impact Report (EIR) was certified shall be exempt from additional CEQA analysis except as may be necessary to determine whether there are project-specific significant effects that are peculiar to the project or site that would otherwise require additional CEQA review.

Mono County has existing land use, community plan and general plan policies for which an EIR was certified; including the Mono County General Plan, Final Environmental Impact Report (FEIR) certified in 2015 (SCH # 2014061029). This contains analysis of general plan policies for all required general plan elements and the zoning code governing land uses, which is integrated into Mono County's General Plan.

The Mono County Planning Division has prepared an Initial Study checklist to determine whether there are project-specific significant effects that are peculiar to the project or to the site. As mandated by the CEQA Guidelines Section 15183, this checklist identifies whether environmental effects of the project:

1. Are peculiar to the project or the parcel on which the project would be located;
2. Were not analyzed as significant effects in a prior EIR on the land use, general plan, or community plan, with which the project is consistent;
3. If environmental effects are identified as peculiar to the project and were not analyzed in a prior EIR, are there uniformly applied development policies or standards that would mitigate the environmental effects;
4. Are potentially significant off-site impacts and cumulative impacts which were not discussed in the prior EIR prepared for the General Plan, community plan, or land use; or
5. Are there previously identified significant effects which, because of substantial new information that was not known at the time the EIR was certified, are determined to have a more severe adverse impact than discussed in the prior EIR.

Further examination of environmental effects related to the project is limited to those items identified in the checklist as meeting one of the above criteria.

II. PROJECT INFORMATION

Project Title:	Colitas Farms Cannabis Cultivation
Lead Agency Name, Address with Contact Person and Phone #:	Mono County Community Development Department Planning Analyst II P.O. Box 347 Mammoth Lakes, CA 93546 Hailey Lang (760) 932-5415
Project Location:	Colitas Farms is located at 324 North River Lane in Walker, California
Plan Area:	Antelope Valley
Assessor Parcel Number (APN):	002-460-015-000

Description of Project

Colitas Farms is proposing a 20,000 square-foot (SF) commercial greenhouse cannabis cultivation operation. The project is located within a 19.7-acre parcel at 324 North River Lane (APN 002-460-015-000) that is owned by the project proponent. The General Plan designation of the parcel is Agriculture (AG) with a 10-acre parcel size minimum. The Location Map and Site Plan are provided in Attachment A.

A Mono County Use Permit and Operations Permit for cultivation, processing, and Type 6 manufacturing will be submitted to conduct operations. Obtaining the required California State permits to cultivate cannabis will be conditions of both permits.

The proposed project utilizes greenhouses to grow, process, and manufacture cannabis. The project facilities and ancillary items are listed below (see Attachment A):

- Two 10,000 square-foot greenhouses
- One immature plant greenhouse (30'x50' or 1,500 SF)
- One diffused light clone greenhouse (30'x50' or 1,500 SF)
- Two oil extraction, drying and processing sheds (12'x60' or 720 SF each)
- One 800 SF compost area
- Three waste storage containers (10'x5' or 150 SF each)
- Two cannabis storage containers (8'x40' or 320 SF each)
- One barn (totaling 2,592 SF) with upstairs apartment (appx 1,000 SF) with adjacent parking area
- One accessory dwelling unit (13'x52' or 693 SF) with adjacent parking area
- Two diesel generators for backup and emergency supply
- One parking area for 10 vehicles (50'x58' or 2,908 SF)
- Four loading zone areas (800 SF each)
- Four 2,500-gallon water tanks
- One 10,000-gallon water tank
- Two propane tanks (250 GAL and 1,000 GAL)
- One well house (10'x10', or 100 SF)
- Front gate and fencing for security
- Underground utilities
- Trees around the property perimeter for visual aesthetics (Leyland Cypress and Sambuca Black Lace)
- One-way road with two access points

In addition to growing cannabis, the farm will grow lavender which includes the following items:

- Two lavender cultivation areas (4,356 SF and 4,560 SF) and lavender oil extraction
- One honey box

The main greenhouse will be a pipe frame structure with a durable polycarbonate cover. Ultimately, up to 20,000 SF of mature plant canopy will be grown in the main greenhouse and second green house (shown on site plan as items 6 and 9) and up to 10,000 square feet will be grown in the main greenhouse and up to an additional 10,000 square feet will be grown in the second greenhouse. Plants will be watered by hand and with drip irrigation.

The greenhouse, immature plant nursery, and the diffused light clone greenhouse will use a nonaqueous odor control chemical delivery system as means of primary odor control via NCM Environmental Solutions. In addition to primary odor control, misting fans will treat all exhaust vapors being released from greenhouse vents. The composting area will be covered and have an external misting system for odor control (see Attachment E).

The oil extraction, drying, and processing sheds will be separate from the main greenhouse (see Site Plan in Attachment A) and will be primarily used to process harvested plant material. Oil extraction will occur in approximately 192 square feet in each of the sheds. Both buildings will have charcoal filter systems to assist with odor mitigation.

An apartment barn (approximately 1,000 SF of living space with a total SF of 2,592) will be located on site for employee housing. The apartment barn will be placed east of the main greenhouse (see Attachment A). A manufactured home (693 square feet) for additional employee housing will also be placed on-site at a later date and will replace the dilapidated manufactured home currently on site. There will be a gravel parking area adjacent to the apartment barn with two parking spaces and a gravel parking area directly west of the manufactured home with two parking spaces.

The lower level of the apartment barn and two storage containers will be used to store cultivation equipment. No cultivation will take place in any of the storage containers or the apartment barn.



Photo 1. An example of the proposed barn structure

The fence and gates, including the main access wooden gate, will be maintained as a part of the site security. A security plan, which is confidential as provided by state law, will meet California Department of Food and Agriculture (CDFA) requirements and be approved by the Mono County Sherriff.



Photo 2 and 3. Examples of wooden gate and fencing to be used on site.

Up to four full-time employees will initially be employed on the property five days a week. During harvest there will be up to an additional six employees with a maximum of 10 at any one time. Harvest will occur four times per year and span two weeks each harvest. Employee vehicles will be accommodated by an on-site parking area with ten spaces.

Parking for the non-residential employees will be located near the front gate next to the lavender grow area in the southeast corner of the property and there are also four separate areas throughout the property designated for loading. Three turnouts on the one-way road would accommodate access and emergency vehicle turnaround. Turnarounds are required on driveways and dead-end roads. The minimum turning radius for a turnaround shall be 40 feet, not including parking. If a hammerhead "T" is used instead, the top of the "T" shall be a minimum of 60 feet in length. Turnouts shall be a minimum of 12 feet wide and 30 feet long with a minimum 25-foot taper on each end.

Colitas Farms will also produce lavender and honey to be marketed to the general public. Lavender will be cultivated outdoors along the property entrance and border with North River Lane. The lavender will be a secondary crop for the farm and will also provide aesthetic odor value. In addition to the lavender crop, the operation will be surrounded by trees (Leyland Cypress and Sambuca Black Lace) on the east, west, and south sides as a visual screen. The north side of the operation will abut current riparian vegetation along the irrigation ditch (see Attachment A).



Photo 4 and 5. Examples of Sambuca Black Lace and Leyland Cypress.

Pesticides, fungicides, rodenticides, and other plant protectants that are intended to be used are outlined in the Integrated Pest Management Plan (Attachment B). These materials will be stored in the storage containers near the waste storage and composting area. Waste management operations are detailed in the Waste Management Plan (Attachment C).

Nothing will be sold on site. There will be no public access to the property.

Physical Characteristics of the Property

- The property is situated at about 5,430 feet in elevation near the West Walker River, is relatively flat with a gentle slope to the southeast.
- The project area is dominated by sagebrush, except for the three irrigation ditches that cross the property. These are dominated by riparian shrub species.
- Currently, a dilapidated mobile home and outbuildings and pump house are located on the parcel.
- Photos 5 and 6 provide general overview of the existing conditions at the project area.

Surrounding Land Use Designations

- Directly adjacent land use designations to the project area are agricultural, extending out to the north, east, and west, and Estate Residential to the south. The nearest residence is approximately 343 feet away from the cultivation area.
- The Land Use Designations (LUDs) adjacent to APN 002-460-015-000 are:

East:	Private Land – Agriculture (AG)
West:	Private Land – Agriculture (AG)
South:	Private Land – Estate Residential (ER)
North:	Private Land – Agriculture (AG)

Access

- Access to the existing premise is a paved road extending from North River Lane. A one-way road will be constructed to Chapter 22 standards and provide for traffic circulation on the parcel. There will be two lockable access gates along North River Lane at both access points. The gates will also add to the aesthetic value of the property with its decorative, wooden features.

Utilities

- The existing utilities for the project area are as follows:

Water Supply:	Private Well
Sewer:	Private Septic System
Garbage:	D&S Waste Removal Inc.
Electricity:	Liberty Energy

The electricity will be provided to the property using the existing overhead utility line and the underground lines will be extended from the overhead line.

The cannabis operation will be closed to the public.

One hanging sign is proposed and will be located at the front of the property over the main entry gate. The sign will be ranch style and will be made of wood and copper. The sign will read, "Colitas Farms" with the company logo of a fox. It will be no larger than 10 square feet in size and will have a total clearance of 8-10 feet. The example of the sign is shown in Photo 5 and the logo is shown in Photo 6.



Photo 5. Example of signage.



Photo 6. Company logo.



Photo 7. Looking to the northwest from the Project Area.



Photo 8. Looking to the south facing the closest residential homes.

III. AGENCY JURISDICTION AND APPROVALS

Mono County is lead agency for this CEQA §15183 review. Mono County is responsible for the necessary Use Permit and Operations Permit.

Licensing and regulating commercial cannabis to ensure public safety and environmental protection is the purview of the State of California. The state prepared a Programmatic Environmental Impact Report (PEIR) to provide a transparent, and comprehensive evaluation of the anticipated regulations and the activities that would occur in compliance with the regulations. Under this program, cannabis activities can occur in a combination of urban, rural, natural, and agricultural settings in the State. Individual projects, however, must be covered under a CEQA analysis by the local jurisdiction.

The Lahontan Regional Water Quality Control Board (LRWQCB) is responsible for protection of water resources and approval from this board is required. A letter from the LRWQCB has been obtained and is provided in Attachment D.

Government Code § 65300 requires each county to “adopt a comprehensive long-term general plan for the physical development of the county.” Mono County is unique in that the General Plan and Zoning Code have been combined into one document. There is an area plan for Antelope Valley.

The AG Land Use Designation (LUD) permits cannabis cultivation subject to a use permit and in compliance with Chapter 13 of the General Plan, and a Cannabis Operation Permit pursuant to Mono County Code Chapter 5.60.

IV. PROJECT COMPLIANCE WITH SECTION 15183

The project site is designated AG in the Mono County General Plan. The purpose of the AG designation is “*To preserve and encourage agricultural uses, to protect agricultural uses from encroachment from urban uses, and to provide for the orderly growth of activities related to agriculture*” and provides outright for non-cannabis crop cultivation and related processing activities. The proposed project is consistent with the development density of existing zoning and local planning policies for the Antelope Valley which are aimed at preserving agriculture over residential development. Therefore, cannabis cultivation, processing, and Type 6 manufacturing are consistent with the development density of existing zoning and consistent with General Plan and Area Plan policies.

V. ANALYSIS

The following CEQA section 15183 is based on Public Resources Code Section 21083.3 and Section 15183 of the CEQA Guidelines. The checklist assesses potential environmental impacts to determine whether they meet requirements for assessment under Section 15183; i.e.,

1. Are potential impacts peculiar to the project or parcel?
2. Were the impacts addressed in a previously certified EIR?
3. If an impact is peculiar to the project and was not addressed in a prior EIR, are there uniformly applied development policies or standards that would mitigate the impact?
4. Are there potentially significant cumulative or off-site impacts that were not discussed in the prior EIR?
5. Is there substantial new information to show that a potential impact would be more significant than previously described?

	Issues & Supporting Information Sources	Impact potentially peculiar to the project or parcel?	Was the impact addressed in the prior EIR?	If peculiar and not addressed, are there uniformly applied development policies or standards that would mitigate?	Potentially significant cumulative or off-site impacts not discussed in the prior EIR?	Substantial new information showing impact more significant than previously described?
1) Land Use and Planning						
a)	Conflict with general plan designation or zoning?	No	Yes	N/A	No	No
b)	Conflict with applicable environmental plans or policies adopted by agencies with jurisdiction over the project?	No	Yes	N/A	No	No
c)	Be incompatible with existing land use in the vicinity?	No	Yes	N/A	No	No
d)	Affect agricultural resources or operations (e.g., impacts to soils or farmlands, or impacts from incompatible land uses)?	No	Yes	N/A	No	No
e)	Disrupt or divide the physical arrangement of an established community (including a low-income or minority community)?	No	Yes	N/A	No	No
2) Population and Housing						
a)	Cumulatively exceed official regional or local population projections?	No	Yes	N/A	No	No
b)	Induce substantial growth in an area either directly or indirectly (e.g., through projects in an undeveloped area or extension of major infrastructure)?	No	Yes	N/A	No	No
c)	Displace existing housing, especially affordable housing?	No	Yes	N/A	No	No
3) Geology and Soils						
a)	Fault rupture?	No	Yes	N/A	No	No
b)	Seismic ground shaking?	No	Yes	N/A	No	No
c)	Seismic ground failure, including liquefaction?	No	Yes	N/A	No	No
d)	Seiche, tsunami, or volcanic hazard?	No	Yes	N/A	No	No
e)	Landslides or mudflows?	No	Yes	N/A	No	No
f)	Erosion, changes in topography or unstable soil conditions from excavation, grading, or fill?	No	Yes	N/A	No	No
g)	Subsidence of the land?	No	Yes	N/A	No	No
h)	Expansive soils?	No	Yes	N/A	No	No
i)	Unique geologic or physical features?	No	Yes	N/A	No	No
4) Water Resources						
a)	Changes in absorption rates, drainage patterns, or the rate and amount of surface runoff?	No	Yes	N/A	No	No
b)	Exposure of people or property to water related hazards such as flooding?	No	Yes	Yes	No	No

	Issues & Supporting Information Sources	Impact potentially peculiar to the project or parcel?	Was the impact addressed in the prior EIR?	If peculiar and not addressed, are there uniformly applied development policies or standards that would mitigate?	Potentially significant cumulative or off-site impacts not discussed in the prior EIR?	Substantial new information showing impact more significant than previously described?
c)	Discharge into surface waters or other alteration of surface water quality (e.g., temperature, dissolved oxygen, or turbidity)?	No	Yes	N/A	No	No
d)	Changes in the amount of surface water in any water body?	No	Yes	N/A	No	No
e)	Changes in currents, or the course or direction of water movements?	No	Yes	N/A	No	No
f)	Change in the quantity of groundwater, either through direct additions or withdrawals, or through interception of an aquifer by cuts or excavations or through substantial loss of groundwater recharge capability?	No	Yes	N/A	No	No
g)	Altered direction or rate of flow of groundwater?	No	Yes	N/A	No	No
h)	Impacts to groundwater quality?	No	Yes	N/A	No	No
i)	Substantial reduction in the amount of groundwater otherwise available for public water supplies?	No	Yes	N/A	No	No
5) Air Quality						
a)	Violate any air quality standard or contribute to an existing or projected air quality violation?	No	Yes	N/A	No	No
b)	Expose sensitive receptors to pollutants?	No	Yes	N/A	No	No
c)	Alter air movement, moisture, or temperature, or cause any change in climate?	No	Yes	N/A	No	No
d)	Create objectionable odors?	Yes	Yes	N/A	No	No
6) Transportation/Circulation						
a)	Increased vehicle trips or traffic congestion?	No	Yes	N/A	No	No
b)	Hazards to safety from design features (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	No	Yes	N/A	No	No
c)	Inadequate emergency access or access to nearby uses?	No	Yes	N/A	No	No
d)	Insufficient parking capacity on-site or off-site?	No	Yes	N/A	No	No
e)	Hazards or barriers for pedestrians or bicyclists?	No	Yes	N/A	No	No
f)	Conflicts with adopted policies supporting alternative transportation (e.g., bus turnouts, bicycle racks)?	No	Yes	N/A	No	No
g)	Rail, waterborne or air traffic impacts?	No	Yes	N/A	No	No
7) Biological Resources						
a)	Endangered, threatened, or rare species or their habitats (including but not limited to: plants, fish, insects, animals, and birds)?	No	Yes	N/A	No	No

	Issues & Supporting Information Sources	Impact potentially peculiar to the project or parcel?	Was the impact addressed in the prior EIR?	If peculiar and not addressed, are there uniformly applied development policies or standards that would mitigate?	Potentially significant cumulative or off-site impacts not discussed in the prior EIR?	Substantial new information showing impact more significant than previously described?
b)	Locally designated species (e.g., heritage trees)?	No	Yes	N/A	No	No
c)	Locally designated natural communities (e.g., oak forest, coastal habitat, etc.)?	No	Yes	N/A	No	No
d)	Wetland habitat (e.g., marsh, riparian and vernal pool)?	No	Yes	N/A	No	No
e)	Wildlife dispersal or migration corridors?	No	Yes	N/A	No	No
8) Energy and Mineral Resources						
a)	Conflict with adopted energy conservation plans?	No	Yes	N/A	No	No
b)	Use non-renewable resources in a wasteful and inefficient manner?	No	Yes	N/A	No	No
c)	Result in the loss of availability of a known mineral resource that would be of future value to the region and the residents of the state?	No	Yes	N/A	No	No
9) Hazards						
a)	A risk or accidental explosion or release of hazardous substances (including but not limited to: oil, pesticides, chemicals, or radiation)?	No	Yes	N/A	No	No
b)	Possible interference with an emergency response plan or emergency evacuation plan?	No	Yes	N/A	No	No
c)	The creation of any health hazard or potential health hazard?	No	Yes	N/A	No	No
d)	Exposure of people to existing sources for potential health hazards?	No	Yes	N/A	No	No
e)	Increased fire hazard in areas with flammable brush, grass, or trees?	No	Yes	N/A	No	No
10) Noise						
a)	Increases in existing noise levels?	No	Yes	N/A	No	No
b)	Exposure of people to severe noise levels?	No	Yes	N/A	No	No
11) Public Services						
a)	Fire protection?	No	Yes	N/A	No	No
b)	Police protection?	No	Yes	N/A	No	No
c)	Schools?	No	Yes	N/A	No	No
d)	Parks or recreational facilities?	No	Yes	N/A	No	No
e)	Maintenance of public facilities, including roads?	No	Yes	N/A	No	No
f)	Other governmental services?	No	Yes	N/A	No	No
12) Utilities and Service Systems						
a)	Power or natural gas?	No	Yes	N/A	No	No
b)	Communications systems?	No	Yes	N/A	No	No

	Issues & Supporting Information Sources	Impact potentially peculiar to the project or parcel?	Was the impact addressed in the prior EIR?	If peculiar and not addressed, are there uniformly applied development policies or standards that would mitigate?	Potentially significant cumulative or off-site impacts not discussed in the prior EIR?	Substantial new information showing impact more significant than previously described?
c)	Local or regional water treatment or distribution facilities?	No	Yes	N/A	No	No
d)	Sewer or septic tanks?	No	Yes	N/A	No	No
e)	Storm water drainage?	No	Yes	N/A	No	No
f)	Solid waste disposal?	No	Yes	N/A	No	No
g)	Local or regional water supplies?	No	Yes	N/A	No	No
13) Aesthetics						
a)	Affect a scenic vista or scenic highway?	No	Yes	N/A	No	No
b)	Substantially degrade the existing visual character or quality of the site and its surroundings?	No	Yes	N/A	No	No
c)	Create light or glare?	No	Yes	N/A	No	No
14) Cultural Resources						
a)	Disturb paleontological, archaeological, or historical resources?	No	Yes	Yes	No	No
b)	Restrict existing religious or sacred uses within the potential impact area?	No	Yes	N/A	No	No
15) Recreation						
a)	Increase the demand for neighborhood or regional parks or other recreational facilities?	No	Yes	N/A	No	No
b)	Affect existing recreational opportunities?	No	Yes	N/A	No	No

VI. DISCUSSION OF RESPONSES TO CHECKLIST ITEMS

Introduction

Public Resources Code Section 21083.3 and CEQA Guidelines Section 15183 mandate that when a parcel has been zoned to accommodate a particular land use and density, and has an EIR that was certified for the zoning or planning action, then subsequent environmental review of a project consistent with that prior action shall be limited to those effects from the project that are peculiar to the parcel or the site unless substantial new information indicates that the effect will be more significant than previously described or there are potentially significant off-site or cumulative impacts not discussed in the prior EIR.

In determining whether an effect is peculiar to the project or the parcel, Public Resources Code Section 21083.3 and the CEQA Guidelines Section 15183 state that an effect *shall not be considered peculiar to the project if it can be substantially mitigated by uniformly applied development policies or standards that have previously been adopted by the County with a finding that the policies or standards will substantially mitigate that environmental effect when applied to future projects* (unless substantial new information shows that the policies or standards will not substantially mitigate the environmental effect).

Potential effects peculiar to this project will be limited since the project is being developed in an agricultural area. Most of the effects of the project associated with ground disturbance for agricultural structures and crops were identified in the EIR certified by the County in conjunction with the adoption and update of the Mono County General Plan and are not unique or peculiar to the proposed project.

The area is suitable for the proposed agricultural use, and utilities with enough capacity for the project are in place or can be extended. The potential environmental effects of the project are in conformance with the requirements of the CEQA Guidelines Section 15183.

1) Land Use and Planning

Compliance with General Plan, Area Plan, and Land Use Designation

The Land Use Element in the Mono County General Plan serves as a foundation for all land use decisions and contains policies, land use designations and “zoning,” and land development regulations to regulate development activities. The project site is in Antelope Valley on land that is designated as Agriculture-10 (AG-10).

Agricultural uses such as row crops, orchards, sheds and warehouses, processing, etc.; farm labor housing and accessory dwelling units; equipment; and related agricultural activities are permitted outright. The project is consistent with the development density of existing zoning. In addition, the project is consistent with policies contained in the General Plan and area plan, and the development standards in Chapter 13.

A conditional use permit is required for the commercial cannabis component of the project, which is permissible in AG land use designations in recognition that cannabis projects can have unique impacts peculiar to these projects. These impacts, such as odor and visuals, among others, are analyzed separately in this document and do not affect the determination of land use consistency.

The project is not located within 600’ of any of the facilities listed in Action 1.L.3.a., including schools, parks, playgrounds, libraries, or community centers. The nearest schools are Antelope Valley Elementary School and Coleville High School, both located four miles to the northwest in Coleville, CA.

The project is consistent with the General Plan, including the following goals and policies:

Mono County General Plan, Land Use Element

- Policy 1.G.1. Protect lands currently in agricultural production.
Action 1.G.1.a. Designate large parcels in agricultural use as “Agriculture,” and streamline redesignations for agricultural purposes by processing a discretionary permit (when applicable) concurrently with the land use designation change.
 - Policy 1.L.3. Avoid, reduce, and prevent potential issues specific to commercial cannabis activities that may adversely affect communities
 - Policy 1.L.4. In recognition of the potential economic benefits of this new industry, encourage the responsible establishment and operation of commercial cannabis activities.
- GOAL 2. Develop a more diverse and sustainable year-round economy by strengthening select economic sectors and by pursuing business retention, expansion, and attraction in Mono County.
- Policy 2.A.1. Integrate the adopted Economic Development Strategic Plan into General Plan policies.

Planning Area Land Use Policies: Antelope Valley

- Policy 4.B.1. Maintain and enhance scenic resources in the Antelope Valley.
 - Action 4.B.1.a. In order to protect and enhance important scenic resources and scenic highway corridors, designate such areas in the Antelope Valley for Open Space, Agriculture, or Resource Management.
- Action 4.B.1.d. Conserve scenic corridors by maintaining and expanding large-lot land uses.
- Policy 4.B.2. Preserve the agricultural lands and natural resource lands in the Antelope Valley.
 - Policy 4.B.6. Preserve rural character of lands within the Antelope Valley.

- Action 4.B.6.a. Allow the storage of heavy equipment on parcels greater than five acres in the Antelope Valley for personal on-site use or community benefit.
- Objective 4.D. Maintain and enhance the local economy.
- Policy 4.D.1. Incubate home businesses.

Mono County General Plan, Conservation/Open Space Element

Agriculture, Grazing and Timber

- GOAL 5. Preserve and protect agricultural and grazing lands in order to promote both the economic and open-space values of those lands.
- Policy 5.B.1. Limit land uses within viable agricultural areas to those that are compatible with agricultural uses.
- Action 5.B.1.a. Maintain, in those agricultural land use categories where small parcels may be permitted, the largest land area for agricultural use. Limit the number of clustered lots in any one area to avoid the potential conflicts associated with residential intrusion.
- Action 5.B.2.a. Facilitate agricultural production by permitting limited agricultural support service uses that support local agricultural activities and are not harmful to the long-term agricultural use in the area.

Determination

The project is consistent with the surrounding land uses of the proposed project.

- The land use and planning impacts of the proposed agricultural cultivation were analyzed in the FEIRs certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other agricultural parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the land use and planning impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site land use and planning impacts from the proposed project that were not addressed in the prior FEIR.

2) Population and Housing

The General Plan Land Use Element density for parcel APN 002-460-015-000, located in Antelope Valley, is one unit per lot plus an accessory building and farm labor housing. The proposed project would construct an apartment barn structure that will include farm labor housing for one full-time employee and replace the existing dilapidated mobile home with a manufactured home for additional farm labor housing at a later date. Farm labor housing is a permitted land use for agricultural LUDs. The apartment barn and manufactured home would use electricity provided via underground conduit from the overhead line along North River Lane. The existing on-site well and septic system is sufficient for the farm labor housing. The on-site employees are not expected to have demands for utilities exceeding those for a standard home plus an accessory dwelling unit.

There will be one full-time employee living on the property and up to three full-time employees working on the property about five days per week. During harvest there will be up to an additional 6 employees for a total of 10 at any one time. Harvest will occur four times per year and span two weeks each harvest. All but the one full-time employee living on site will commute to the property although eventually more employees may live on site in the manufactured home. All housing will comply with Mono County General Plan regulations, Mono County Building Division, and the California Building Code. Colitas Farms employees will not result in substantial population growth compared to the population of the valley and on-site housing meets or exceeds the currently suspended Housing Mitigation Ordinance (HMO).

The project is consistent with the General Plan in the following policies and actions:

Mono County General Plan, Land Use Element

- 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.
- 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.

Determination

- The population and housing impacts of the proposed agriculture cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- The project reduces impacts due to the voluntary provision of farm labor housing, which is not required of AG operations by the General Plan.
- There is no new substantial information indicating that the population and housing impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site population and housing impacts from the proposed project that were not addressed in the FEIR.

3) Geology and Soils

Mono County is designated as a Seismic Zone 4, the zone of greatest hazard defined in the Uniform Building Code. Consequently, new construction in the County must comply with stringent engineering and construction requirements (Government Code §8875). All buildings proposed for construction will be permitted and built to meet County Code.

The parcel property south of the irrigation drainages where the project is proposed overlies Mottsville loamy coarse sand, 4 to 15 percent slopes. This soil unit is farmland of statewide importance. The soil is excessively drained and is not hydric.

The Mono County General Plan and Land Development Regulations and the Mono County Regional Transportation Plan contain policies and standards concerning geology that have been applied to this project; as follows:

Mono County General Plan, Land Use Element

- OBJECTIVE 1.H. Prevent the exposure of people and property to unreasonable risks by limiting development on hazardous lands.

Determination

- The geologic impacts of the proposed agricultural cultivation project were analyzed in the FEIRs certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that geologic impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site geologic impacts from the proposed project that were not addressed in the FEIR.

4) Water Resources

The existing water resources on the property are sufficient to serve the proposed use. The existing well will serve farm labor housing and the greenhouses for cultivation purposes. Water for domestic use and the irrigation system will be tested and plumbed in compliance with Mono County regulations.

The proposed 20,000 SF cannabis cultivation would draw approximately 3,200 gallons/day at full build out. This usage equates to 1,160,700 gallons or 3.56 acre-feet of water annually (Caulkins, 2010). Well water will be used for the cannabis production. Irrigation to the cannabis crop will be precise, using a computer automated drip system. The water usage would be in accordance with the groundwater rights owned by the property.

The tree shelterbelt will consist of about 200 plants of Sambuca Black Lace and Leyland Cypress. These plants use approximately two gallons of water per plant per week for the first five years of growth, or 20,000 gallons per year. After the fifth year the property line trees will require water twice per month in the spring and once per month in the summer, reducing the water usage to 7,500 gallons per year.

The lavender is a drought resistant plant and will require minimal water the first year and then may be watered once or twice a year, depending on rainfall. They thrive in environments with 12 inches of rain per year. Walker, California receives on average 11 inches of precipitation per year, mostly during the winter months (www.usa.com/walker-ca-weather.htm). Worst case scenario, the lavender would require about one acre-foot of water (325,850 gallons) in the event of a drought.

The lavender crop and tree shelterbelt will be irrigated independently from cannabis with surface water from the Lone Company Ditch irrigation system running through the property. The total annual surface water usage will be about 1.1 acre-feet. Water from the canal will be pumped into four 2,500-gallon tanks in compliance with applicable California State water law and piped to irrigation lines. According to the property deed and The Walker River Water Decree, the property is allowed to pump 0.32 cubic feet of water per second (cfs) during the non-forbearance period from the irrigation ditches. This equates to 8,580 gallons per hour. This quantity, together with the storage tanks for use during the forbearance period, would provide enough water for the trees and lavender and would be in accordance with the surface water rights owned by the property.

The total combined water usage for the cannabis, trees and lavender will be about 4.6 acre-feet per year for an estimated 1.8 acres of crops. Typically, alfalfa or other hay crops in Antelope Valley require about four acre-feet of water per acre per year (1,303,000 gal), or 7.24 acre-feet/1.8 acres. The property is 19.7 acres, half of which is on a soil of statewide importance for farming and could support many acres of alfalfa. Therefore, water usage is less than a typical outright permitted agricultural use and the impacts are not peculiar to the project.

Water usage for agriculture was analyzed in the 2015 EIR and is not peculiar to the project. The groundwater basin is not subject to the State of California Sustainable Groundwater Management Act of 2014 because it is in a very low priority basin (<https://water.ca.gov/Programs/Groundwater-Management/Basin-Prioritization>). Groundwater withdrawal is not limited. The State Water Resources Control Board will monitor water usage for this proposed project. Regulations are set forth in the cannabis cultivation policy (Attachment A, Section 2, #99). Cannabis cultivators must maintain daily water use records for five years.

A letter from the LRWQCB states that the site plans comply with requirements of the General Waste Discharge Requirements and Waiver of Waste Discharge Requirements for Discharges of Waste Associated with Cannabis Cultivation Activities WQ 2017-0023-DWQ (Attachment D).

CDFA oversees licensee compliance of pesticides and fertilizers through the inspection and enforcement methods contained in the proposed regulations from reports from the County Agricultural Commissioner and other agencies. The Inyo and Mono Counties Agricultural Commissioner's Office conducts inspections roughly every year depending on the products being used (Nathan Reade, Agricultural Commissioner, Personal Comm. 11-29-2018). Pesticides,

fungicides, rodenticides, and other plant protectants that are intended to be used are outlined in the Integrated Pest Management Plan (Attachment B).

Lastly, the California Department of Water Resources has an adopted ordinance known as the Model Water Efficient Landscape Ordinance (MWELO). MWELO increases water efficiency standards for new and retrofitted landscapes through encouraging the use of more efficient irrigation systems, graywater usage, onsite storm water capture, and by limiting the portion of landscapes that can be covered in turf. This ordinance applies to all new landscape projects equal to or greater than 500 square feet requiring a building or landscape permit, plan check, or design review. Proposed landscaping for this project exceeds 500 square feet and therefore will need to comply with requirements of MWELO.

The Mono County General Plan and Land Development Regulations and the Mono County Regional Transportation Plan contain policies and standards concerning water resources that have been applied to this project as follows:

Mono County General Plan, Conservation/Open Space Element

Biological Resources

- Policy 2.A.9. Maintain water quality for fishery habitat by enforcing the policies contained in the Water Quality and Agriculture / Grazing / Timber sections of the Conservation/Open Space Element.

Water Resources and Water Quality

- Goal 4: Protect the quality of surface and groundwater resources to meet existing and future domestic, agricultural, recreational, and natural resource needs in Mono County.
- Policy 4.A.4. Establish buffer zones where recharge occurs, including adjacent to surface waters, wetlands, and riparian areas.
- Policy 4.B.5. Use of fertilizer, pesticide, and other chemicals on vegetation or soil in recharge zones should be minimized.
- Action 4.B.5.a. Work with the County Agricultural Commissioner and the Natural Resources Conservation Service to institute controls to protect water quality.
- Action 4.B.5.b. Work with the County Agricultural Commissioner and the Natural Resources Conservation Service to promote effective and minimal use of chemicals in landscaping and agriculture.
- General Plan 04.120.F.b. Any proposed structure, including associated impervious surfaces, shall be located a minimum of 30 feet from the top of the bank.

Determination

- The water resources impact of the proposed agricultural cultivation project was analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the impacts of the project on water resources will be more severe than described in the FEIR.
- There are no cumulative or off-site water resources impacts from the proposed project that were not addressed in the FEIR.

5) Air Quality

Proposed project operations will not violate any air quality standard or contribute substantially to an existing or projected air quality violation. All plants will be cultivated and processed inside greenhouses and processing buildings. Electrical power will be provided by Liberty Utility by using the existing overhead utility line and the underground lines will be extended from the overhead line.

As discussed in the General Plan EIR, Cal Recycle has conducted studies to identify odor sources associated with composting and has found that organic materials (used in composting) inherently generate a wide range and variety of odors resulting from the volatility of chemical compounds (whereby the compound is converted to a gas and enters the atmosphere). The character and strength of odors are highly subjective; sensitivity to an odor is greatly influenced by personal experience, gender, psychology, and social factors.

The cannabis odorous compounds are a family of terpenoids. The exact odor causing compounds vary by strain/species of the plant. Typically, moderate cannabis odors start to appear between week 4 to 6 and strong odors appear during weeks 7 to 9. The intensity of the odor to the receptor varies by the quantity of odors released, local wind speed and direction, atmospheric stability or inversion height, area topography and receptor's distance from the odor source.

Many rural counties in California have tended to analyze cannabis-related odor on a project-specific basis. Each project has a unique set of conditions. The nearest receptor to this proposed project is a residence (APN 002-310-032-000) that is 277 feet south of the proposed clone greenhouse and 321 feet south of the main greenhouse. The composting area is 474 feet from the nearest residence.

Because of this proximity to receptors, Colitas Farms is proposing several methods for odor control. A high-pressure mister/fogger by NCM Environmental Solutions will be installed on all ventilation systems at the mature plant greenhouses, the immature plant greenhouse, and the defused light greenhouse. The compost area will also be equipped with the same high-pressure fogging system as the greenhouses. The high-pressure mister/fogger system disperses an odor-neutralizing product that traps airborne odors and biodegrades unpleasant smells.

The NCM mister/fogger neutralizer has two active parts to neutralize odors, including fragrance and Metazene®. Metazene® is an odor neutralizing compound that directly interacts with odors. Metazene® reacts with the highly volatile aromatic compounds in cannabis to form a complex ion that acts like a net to surround and envelope the odor. This complex ion becomes 'heavy' and less volatile resulting in the neutralization of the odor. The fragrance is an odor masker. It is made up of various essential oils and aroma chemicals as well as some solvents to increase tenacity and longevity. The odor control will be programmed to include wind speed and directions. Attachment E in the CEQA document (Attachment E) provides additional details on the Odor Control Plan.

A charcoal filtration system will be installed on the two oil extraction, drying and processing buildings.

The Mono County General Plan allows composting activities in the AG LUD up to a maximum of 100 cubic yards of composted materials at a time and composting activities are required not to create a nuisance. No more than 100 cubic yards of compost will be present on the project site at a time consistent with the Mono County General Plan. Composted cannabis vegetation is a source of odors. The compost area will be covered when not in use to minimize odors. The NCM mister/fogger system described above will be installed over the compost area for odor control.

Lavender will be grown as an additional farm crop and a second scent barrier to any odors that could potentially occur outside of the greenhouses, storage/processing sheds, and composting areas. The lavender will cover 48,120 SF along North River Lane. With implementation of the odor control plan, it is not anticipated that any smell will occur outside of the buildings.

Two diesel generators will be on site in and event there is a power outage. Diesel emits air pollutants, which are regulated by the Great Basin Air Pollution Control District (GBUAPCD).

The Mono County General Plan and Land Development Regulations and the Mono County Regional Transportation Plan contain policies and standards concerning air quality that have been applied to this project; as follows:

Mono County General Plan, Land Use Element

Commercial Cannabis

- 13.070 E. Odor Control
 - 1. An odor mitigation plan is required to demonstrate that odors generated by the commercial cannabis activity shall not unreasonably impact adjacent properties and uses, or that odor mitigation measures are not applicable due to lack of cannabis-related odor generation, location or siting, design features, or other factors.

Mono County General Plan, Land Use Element

Countywide Land Use Policies

- Action 1L.3.e. Regulations shall provide for the limitation of odor nuisances for adjacent uses, which may include, but are not limited to, increased setbacks, minimum distances from existing structures under separate ownership, odor control filtration devices, and ventilation requirements.

Mono County General Plan, Conservation/Open Space Element

Public Health and Safety & Air Quality

- Policy 23.A.8. Encourage agricultural practices that reduce the amount of dust generated from tilling.
- Action 23.A.8.a. Work with local resource conservation districts, the US Natural Resources Conservation Service, agricultural officials, and the GBUAPCD to assist landowners in adjusting agricultural practices to reduce dust generation.

Determination

- The air quality impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the impacts of the project on air quality will be more severe than described in the FEIR.
- There are no cumulative or off-site impacts on air quality from the proposed project that were not addressed in the FEIR.

6) Transportation and Circulation

At full-build out a maximum of 10 employees are expected to work on site. There will be one full-time employee living in the barn apartment on the property. Up to three additional full-time employees will work on the property. During the harvest seasons (maximum 8 weeks out of the year) an additional 6 employees would work on site.

There are 14 parking sites on the site plan, 10 near the gate, two next to the manufactured home which will suffice for the workers vehicles, and two next to the apartment barn, which will also suffice for the workers vehicles. There are also temporary loading and unloading areas throughout the project area.

During non-harvest times, employee traffic could be three round trips per day, five days a week, or about 60 round trips per month. During harvest seasons, employee traffic could increase to as much as 9 round trips per day, five days a week, for about 45 round trips per week for four two-week periods. Employees will be encouraged to carpool to the site. Deliveries and shipping of products would occur twice per week via a delivery van. No semi-trailers are anticipated for regular farm operations. The traffic for the proposed project is comparable to traffic typical for a farm with a family of 4 to 6 persons that commute to school or work and have the need for additional workers for harvest. Depending on the crop, a typical farm could also be expected to have larger transportation and shipping vehicles, such as semi-trailers, which are not part of the proposed project.

The project area is accessed from Hwy 395 to Eastside Lane and then to North River Lane. The proposed project would increase traffic on all three access roads. Highway 395 is a designated interstate truck route and is designed for heavy traffic. Eastside Lane is a standard County collector/commercial (Class I for snow removal) maintained roadway designed for general uses (Mono County, 1981, 2013, 2014b).

North River Lane is a partially paved and partially unpaved private road. Private roads often do not meet the County Roadway Standards and as a result have not been accepted into the County Roadway Systems (Mono County, 2013, 2014b). The existing road is adequate for the passenger vehicles and the types of delivery vans to be used to access the property. The project proponent is committed to maintaining the existing road in its current condition to access their driveway. Access to the proposed farm driveway is approximately 1,650 feet along the paved portion of North River Lane from Eastside Lane along which there are approximately six other driveways.

This traffic is not expected to impact the existing traffic load and capacity above and beyond that of a typical 20-acre traditional farming operation with family and workers living on site. The project will not create barriers for pedestrians or bicyclists, nor will it conflict with policies supporting alternative transportation.

Determination

- The traffic and circulation impact of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the traffic and circulation impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site traffic and circulation impacts from the proposed project that were not addressed in the FEIR.

7) Biological Resources

The project site has been historically disturbed (e.g. grading, vegetation clearing) and used as a residence in the recent past. The southern edge of the parcel boundary is mapped as a 0.2 percent chance flood hazard area by the Federal Emergency Management Agency (see FEMA map in Attachment A). The remainder of the parcel is not mapped as being subject to flooding. Additionally, the parcel is not mapped as wetland or floodplain by the U.S. Fish and Wildlife wetland/floodplain mapping database (see NWI map in Attachment A). The project is also providing a 30-foot setback from the drainages on the property (see Site Plan in Attachment A).

The site does not provide unique habitat for sensitive wildlife or plant species. The vegetative community is dominated by sagebrush with a depleted understory and overlies an excessively drained Mottsville loamy coarse sand. There is no potential for wetlands to exist on site due to the droughty soils and the existing upland vegetation.

Habitat is not unique compared to the surrounding area. Near the area proposed for building and greenhouse construction there are three irrigation ditches with a narrow band of riparian vegetation. Riparian vegetation will not be disturbed during construction or operation of the proposed project. The United States Fish and Wildlife Service was consulted to determine the likelihood of federally threatened or endangered species (TES), and these species are not likely to occur because habitat is not present. There are no sage-grouse leks present within 4km of the project site, which comply with requirements of the Mono County General Plan, Conservation and Open Space Element.

The Mono County General Plan and Land Development Regulations and the Mono County Regional Transportation Plan contain policies and standards concerning biological resources that have been applied to this project; i.e.,

Mono County General Plan, Land Use Element

Planning Area Land Use Policies: Antelope Valley

- Action 4.A.1.c. Limit the type and intensity of development in flood plain areas.
- Action 4.A.1.d. Prior to accepting a development application in potential wetland areas, require that the applicant obtain necessary permits from the US Army Corps of Engineers.

Mono County General Plan, Conservation/Open Space Element

Biological Resources

- Policy 2.A.9. Maintain water quality for fishery habitat by enforcing the policies contained in the Water Quality and Agriculture / Grazing/ Timber sections of the Conservation/Open Space Element.
- Action 2.A.1.g. Projects outside community areas within identified deer and sage grouse habitat areas, (see the Biological Resources Section of the Master Environmental Assessment), which may have a significant effect on deer or sage grouse resources shall submit a site-specific study performed by a recognized and experienced biologist in accordance with Action 1.1.
- Action 11.A.3.b. Ensure (or for non-county public lands advocate) for no adverse project impacts to biological resources and wildlife habitat in Mono County, including sage grouse habitat and wind energy development impacts to migratory birds.

Determination

- The biological resources impact of the proposed density of development were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is not unique from other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the biological impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site biological impacts from the proposed project that were not addressed in the FEIR.

8) Energy and Mineral Resources

The proposed project does not require any additional uses of energy that exceed the current capability of the parcel. Note that the artificial lighting and other energy consumptive uses which are being used for the cultivation operation will be provided by Liberty Utility services via underground conduit. Initially, one backup generator will be installed as an emergency power source. Ultimately at full build-out, two diesel generators will be used as an emergency energy supply and have been evaluated per the requirements of 13.070. J.A maximum of 17,000 kilowatt (Kwh) per month is the estimated usage in electricity for the initial 5,000 square foot greenhouse. The full buildout of the 20,000 square feet of canopy can be estimated at about 58,000 Kwh per month in electricity. The proposed amount of electricity that will be consumed does not conflict with any adopted energy conservation plans and does not use non-renewable resources in a wasteful or inefficient manner compared to other uses that would be permitted in the AG LUD particularly those crops that are also grown in greenhouses. The use of electricity for the proposed project does not result in a loss of availability of a known mineral resource that would be of future value to the region or state.

Determination

- The energy and mineral resource impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.

- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the energy and mineral resource impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site energy and mineral resource impacts from the proposed project that were not addressed in the FEIR.

9) Hazards

Standard chemicals (pesticides, fertilizers, fuels, and lubricants used for agricultural activities) would be stored in one of the storage containers near the waste and composting area according to CDFA and any Mono County regulations. Fuel and lubricants would be stored in American Society for Testing Materials (ASTM) rated containers. All pesticides and fertilizers would be stored in the original containers in a cool and dry place off the floor and on impermeable surfaces. CDFA oversees licensee compliance of pesticides and fertilizers through the inspection and enforcement methods contained in the proposed regulations from reports from the County Agricultural Commissioner and other agencies. The Inyo and Mono Counties Agricultural Commissioner's Office conducts inspections roughly every year depending on the products being used (Nathan Reade, Agricultural Commissioner, Personal Comm. 11-29-2018). Pesticides, fungicides, rodenticides, and other plant protectants that are intended to be used are outlined in the Integrated Pest Management Plan (Attachment B). Waste management operations are detailed in the Waste Management Plan (Attachment C).

The project area is near a Special Flood Hazard Area (see FEMA Map Attachment A) and in a Moderate Fire Hazard Severity Zone (http://frap.fire.ca.gov/webdata/maps/mono/fhszlo6_1_map.26.pdf). The project is under the Antelope Valley Fire Protection District and the appropriate will-serve letter has been documented.

The proposed project will not impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan.

Determination

- The hazards impact of the proposed agricultural cultivation project was analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the hazards impact of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site hazards impacts from the proposed project that were not addressed in the FEIR.

10) Noise

Construction and/or cultivation activities may involve the temporary use of construction equipment that may emit noise at levels greater than 60 decibels. These activities are typical for construction on agricultural lands. Mono County General Plan Noise Element limits maximum exterior noise levels for agricultural operations to 65 dBA at all times when measured at or within the real property line of the receiving property.

In the event of electrical utility failure, backup diesel generators will be used (two at full build-out). Each proposed KD 110 generator emits 66 decibels at a distance of 22 feet, and both are placed at a minimum of 30 feet from the property line. In addition, the noise ordinance does not apply to the generation of sound in the performance of emergency work, including the use of generators, both fixed and mobile, during power outages.

The project will not increase the existing noise levels above that typical for an agricultural operation and will not expose people to severe noise levels. Noise levels for alternative power for cannabis production will comply with the requirements of 13.070.J. The project will follow all requirements of the County's Noise Ordinance (Mono County Code, Chapter 10.16) and will follow all requirements of 13.070. J.

The project is consistent with the surrounding agricultural uses of the proposed project, and consistent with the General Plan, including the following goals and policies:

Mono County General Plan, Conservation/Open Space Element

Agriculture, Grazing and Timber

- Policy 5.B.2. The primary use of any parcel within an agricultural land use category shall be agricultural production and related processing, support services and visitor-serving services. Residential uses in these areas shall recognize that the primary use of the land may create agricultural "nuisance" situations such as flies, noise, odors, and spraying of chemicals.

Mono County General Plan, Noise Element

- Policy 1.A.1. The County shall consider the compatibility of proposed land uses and the noise environment when preparing or revising General Plan and community plan documents and when reviewing development proposals. Noise levels for proposed land uses should be consistent with the Maximum Allowable Noise Exposure by Land Use (Table 1); the total noise level resulting from new sources and ambient noise shall not exceed the standards in this Element and in the Mono County Noise Ordinance (Mono County Code, Chapter 10.16; Mono County General Plan Amendment 18-01; Mono County Development Standards Chapter 13).

Mono County General Plan, Land Use Element

Commercial Cannabis

- 13.070 J. Noise
 - 1. Noise generation shall comply with the Mono County General Plan Noise Element and Mono County Code, Chapter 10.16
 - 2. The General Plan Noise Element shall apply to all commercial cannabis activities.
 - 3. The Planning Commission may approve the use of a "fixed noise source," as defined in the Mono County Code Chapter 10.16, or "generator" as defined in state law and regulation, provided certain criteria are considered, including but not limited too
 - i. Applicant has successfully demonstrated compliance with Mono County Code Chapter 10.16 and all applicable local and State law regulation;
 - ii. Appropriate sound-deadening features and infrastructure have been installed where applicable; and
 - iii. Impacts on adjacent properties and the neighborhoods have been evaluated and considered negligible; and
 - iv. The premise location has power constraints such that the prohibition of the use of such equipment would be overly burdensome on the operation.

Determination

- The noise impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that noise impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site noise impacts from the proposed project that were not addressed in the FEIR.

- Noise impacts from the proposed project that were not addressed in the FEIR.

11) Public Services

The project is located within the Antelope Valley Fire District and will be required to comply with their regulations and the County's Fire Safe Regulations (Mono County Land Development Regulations, Chapter 22). As a part of these requirements, the permittee has prepared and submitted a Fire Prevention Plan for construction and ongoing operations and obtained a Will-Serve letter from the local fire protection district. The Fire Prevention Plan shall include, but not be limited to emergency vehicle access and turnaround at the facility site(s), vegetation management and firebreak maintenance around all structures.

Police protection is provided by the Mono County Sheriff's Department. The project will be circulated to the Sheriff as part of the Operation Permit approval.

The site meets all Calfire requirements of 4290 and 4291. The project area is within Calfire's Local Responsibility Area (LRA) authority. A site visit with the Antelope Valley Fire Protection District chief was conducted and there were site plan changes to access as a result of the site visit. Site plan changes included placement of a 10,000-gallon water tank for fire suppression at the front of the property and extension of the one-way road to a second access point on North River Lane

Determination

- The public service impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the public service impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site public service impacts from the proposed project that were not addressed in the FEIR.

12) Utilities and Service Systems

The proposed project will be served by existing utilities and service systems. Underground utilities include electricity, telephone, and residential water. Mono County landfill facilities are not expected to be impacted by the proposed project. Organic waste will be composted on site in compliance with the Mono County General Plan and the LRWQCB is responsible to for overseeing the operation to prevent impacts to water quality (Attachment D). Water service is provided by an existing well. Demand on the other utilities is not expected to increase appreciably above and beyond typical agricultural uses. Waste management operations are detailed in the Waste Management Plan (Attachment C).

Determination

- The utilities and service systems impact of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the utilities and service systems impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site utilities and service systems impacts from the proposed project that were not addressed in the FEIR.

13) Aesthetics

The project site is not located adjacent to a county or state scenic highway. It is adjacent to parcels with agricultural LUDs to the north and is adjacent to estate residential parcels south of North River Lane. Due to the nature of proposed grow operations (greenhouses), crop cultivation will not substantially degrade the visual quality of the surrounding area. There is an existing overhead utility line on the property and any new utility lines will be undergrounded. All interior lighting on greenhouses are required to have blackout shade covers from dusk to dawn and ancillary structures will comply with the Mono County General Plan regulations for dark sky (Chapter 23). Buildings will be painted to match surrounding dark earth tones in coordination with Mono County. Perimeter fencing will be installed with a decorative, wooden main access gate, see Attachment A for design plans and color chips of proposed building color. All exterior lighting will be downward directed and shielded in order to comply with Chapter 23, Darky Sky Regulations.

There will be two lavender grows that cover 48,120 SF along North River Lane which will enhance views to the property. At a later date, the grown lavender will be extracted to produce lavender oil. Additionally, a shelterbelt of trees (Leyland Cypress and Sambuca Black Lace in photos 4 and 5 in the project description) will surround the operations to improve the view from the public right-of-way. The purpose of the aesthetic enhancements is to increase the appealing nature of the property to the landowners and viewers alike. With these proposed actions, the property will be enhanced to reflect the culture and character of the area. The proposed agricultural activities are compatible with the character of the lands in Antelope Valley and with the agricultural character that Antelope Valley policies intend to preserve.

One hanging sign is proposed and will be located at the front of the property over the main entry gate. Refer to Photo 5 to see an example of the proposed sign design and refer to Photo 6 to see the company logo design.

The Mono County General Plan and Land Development Regulations contain policies and standards concerning visual resources/aesthetics that have been applied to this project; as follows:

Mono County General Plan Conservation/Open Space Element

Visual Resources

- Policy 20.A.3. Preserve the visual identity of areas outside communities.
- Policy 20.C.2. Future development shall be sited and designed to be in scale and compatible with the surrounding community and/or natural environment.

Planning Area Land Use Policies: Antelope Valley

- Policy 4.B.1. Maintain and enhance scenic resources in the Antelope Valley.
- Policy 4.B.2. Preserve the agricultural lands and natural resource lands in the Antelope Valley.
- Policy 4.B.6. Preserve rural character of lands within the Antelope Valley.

Mono County General Plan, Land Use Element

Commercial Cannabis

- 13.070.G. *Visual Screening/Fencing.*
 - 1. *All Cannabis, Cannabis Products and Cannabis Accessories shall be screened from view from a public right of way to the best of the Permittee's ability.*
 - 2. *Fencing installed on or around the premises shall comply with all other applicable County and State laws and regulations regarding height and location restrictions.*
 - 3. *If linear features are proposed, a Visual Screening Plan is required to demonstrate visual compatibility with the surrounding landscape, views, and/or community character,*

including but not limited to fencing. A Visual Screening Plan shall be submitted with the application and be compatible with:

- i. General Plan Land Use Element, Conservation/Open Space Element 05-02 Issues/Opportunities/Constraints, Visual Resources and 05-03 Policies, Visual Resources;
 - ii. General Plan Land Use element 02-06 Land Development Regulations, Chapter 4.160 Fences, Screening and Landscaping;
 - iii. General Plan Appendices, 09-03 Mono County General Design Guidelines, Chapter 2, Site Planning & Landscape; and
 - iv. Landscaping species shall be consistent with those identified in General Plan Appendices 09-03, Mono County General Design Guidelines, "Plants".
 - Visual screening shall blend into the surrounding landscape as best as possible.
- 13.070.H. Lighting.
 - 1. A Lighting Plan demonstrating compliance with the following:
 - i. All commercial cannabis activities shall comply with General Plan Land Use Element Chapter 23-Dark Sky Regulations regardless of activity type or Premise location.
 - ii. Design specifications and/or cut sheets for all proposed exterior lighting shall be detailed in the Lighting Plan.
 - 2. Commercial cannabis activities located north of Mountain Gate Park shall comply with Land Use Element Chapter 23- Dark Sky Regulations.
 - 13.080.B. Lighting. Interior light systems shall include window coverings to confine light and glare to the interior of the structure and be detailed within the Lighting Plan. Light mitigation measures shall be utilized from sunset to sunrise to avoid nighttime glare, as required in California Department of Food and Agriculture State Code 8304.

Determination

- The aesthetic impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the aesthetic impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site aesthetic impacts from the proposed project that were not addressed in the FEIR.

14) Cultural Resources

The project area lies within a previously disturbed area (e.g. grading, vegetation clearing) which was abandoned prior to Colitas Farms purchasing the property.

A record search covering a 0.5-mile radius surrounding the project area was requested of the Eastern Information Center (EIC). No archaeological sites near the project area have been determined to be eligible for The California Register of Historical Resources or the National Register of Historic Places. None are listed on the California Inventory of Historic Resources. A copy of correspondence from the California Historical Resources Information System is included as Attachment F.

California Health and Safety Code 7050.5 states in the event of discovery or recognition of any human remains in any location other than a dedicated cemetery, there shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains until the coroner of the County inspects the site. Furthermore, California Public Resources code states upon the discovery of Native American remains, the landowner shall ensure that the immediate vicinity where the Native American human remains are located, is not

damaged or disturbed by further development activity until the landowner has been contacted. The conditions of approval for the use permit reflect these work stoppage requirements.

Determination

- The cultural resource impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan, and because the property was in agricultural production for many years no known archeological sites exist on the property.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- A standard mitigation measure is being applied in the event human remains are uncovered.
- There is no new substantial information indicating that the impacts of the project on cultural resources will be more severe than described in the FEIR.
- There are no cumulative or off-site impacts from the proposed project on cultural resources that were not addressed in the FEIR.

15) Recreation

The project will not affect existing recreational opportunities since it is in an existing private agricultural area and most of the recreational opportunities in Mono County occur on public lands. The project also does not generate a significant number of new residents that would impact existing recreational facilities.

Determination

- The recreation impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the impacts of the project on recreation will be more severe than described in the FEIR.
- There are no cumulative or off-site impacts from the proposed project on recreation that were not addressed in the prior EIR.

16) Greenhouse Gases

Mono County conducted a baseline GHG emission inventory, GHG emission forecast and reduction targets and policies and programs to achieve reduction targets. The inventory includes analysis of County government activities and emissions associated with energy use (residential and nonresidential), transportation, off road equipment, solid waste generation, water and wastewater transportation, residential/non-residential agriculture, and landfills (Mono County Resource Efficiency Plan, 2014a). The GHG inventory provided Mono County the information to assess the effectiveness of recommended policies and programs to reduce GHG and consumption of resources. The document details that 2010 emissions of 21,920 MTCO₂e per year for known agriculture emissions, are generated by livestock gestation (99%) and fertilizer application (1%). Emissions are projected to remain stable from 2020 through 2035. Agriculture operations emissions comprise 16% of total baseline emissions in Mono County, making agriculture the fourth largest producer of GHG. While a large contributor of GHG, agriculture projections remain stable, and the promotion of optimal agriculture practices for fertilizer application will subtract 20 MTCO₂e from total emissions, or 12,440 pounds of fertilizer.

The Mono County Sustainable Agricultural Strategy (2018) references Mono County's Resource Efficiency Plan as a baseline of emissions within the community and government operations. Based on the greenhouse gas emission

inventory and analysis of threats, the strategy includes a toolbox to provide initiatives, programs, and policies that support a sustainable agricultural industry in Mono County. Cannabis is a high-value crop that can be grown on a smaller land base in comparison to traditional crops, which would result in lower greenhouse gas emissions. In addition, fertilizer application is more targeted than traditional row and row cultivation, which reduces GHG emissions as noted above.

As detailed in the Transportation and Circulation section, at full-build out a maximum of 10 employees are expected to work on site. During non-harvest times, employee traffic could be three round trips per day, five days a week, or about 60 round trips per month. During harvest seasons, employee traffic could increase to as much as 9 round trips per day, five days a week, for about 45 round trips per week for four two-week periods. GHG emissions regarding workers at the site would be similar to that of a typical 19 acres traditional farming operation with family and workers living on site.

In the event of electrical utility failure, backup diesel generators will be used (two at full build-out). Each KD 110 generator would emit GHG, however the amount would depend on the length of the power outage. It is anticipated that GHG emissions due to emergency generator use would be de minimis.

Determination

- The greenhouse gas impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the impacts of the project on greenhouse gases will be more severe than described in the FEIR.
- There are no cumulative or off-site impacts to greenhouse gases from the proposed project that were not addressed in the FEIR.

VII. DETERMINATION

Based on this initial evaluation:

I find that the proposed infill project WOULD NOT have any significant effects on the environment that have not already been analyzed. Pursuant to Public Resources Code §21083.3 and CEQA Guidelines §15183, projects that are consistent with the development density of existing zoning, community plan or general plan policies for which an EIR was certified shall be exempt from additional CEQA analysis except as may be necessary to determine whether there are project-specific significant effects that are peculiar to the project or site that would otherwise require additional CEQA review.

A Notice of Determination (§15094) will be filed:

I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because the mitigation measures described on an attached sheet have been added to the project and/or revisions in the project have been made by or agreed to by the project proponent.

A Negative Declaration will be prepared:

I find the proposed project MAY have a significant effect on the environment.

Environmental Impact Report is required:

I find that the proposed project MAY have a significant effect(s) on the environmental, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets, if the effect is a "potentially significant impact" or "potentially significant unless mitigated."

An Environmental Impact Report is required, but it must analyze only the effects that remain to be addressed.

I find that although the proposed project could have a significant effect on the environment, there WILL NOT be a significant effect in this case because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, and uniformly applied development standards are required.

Hailey Lang

Signature

10-9-19

Date

Hailey Lang

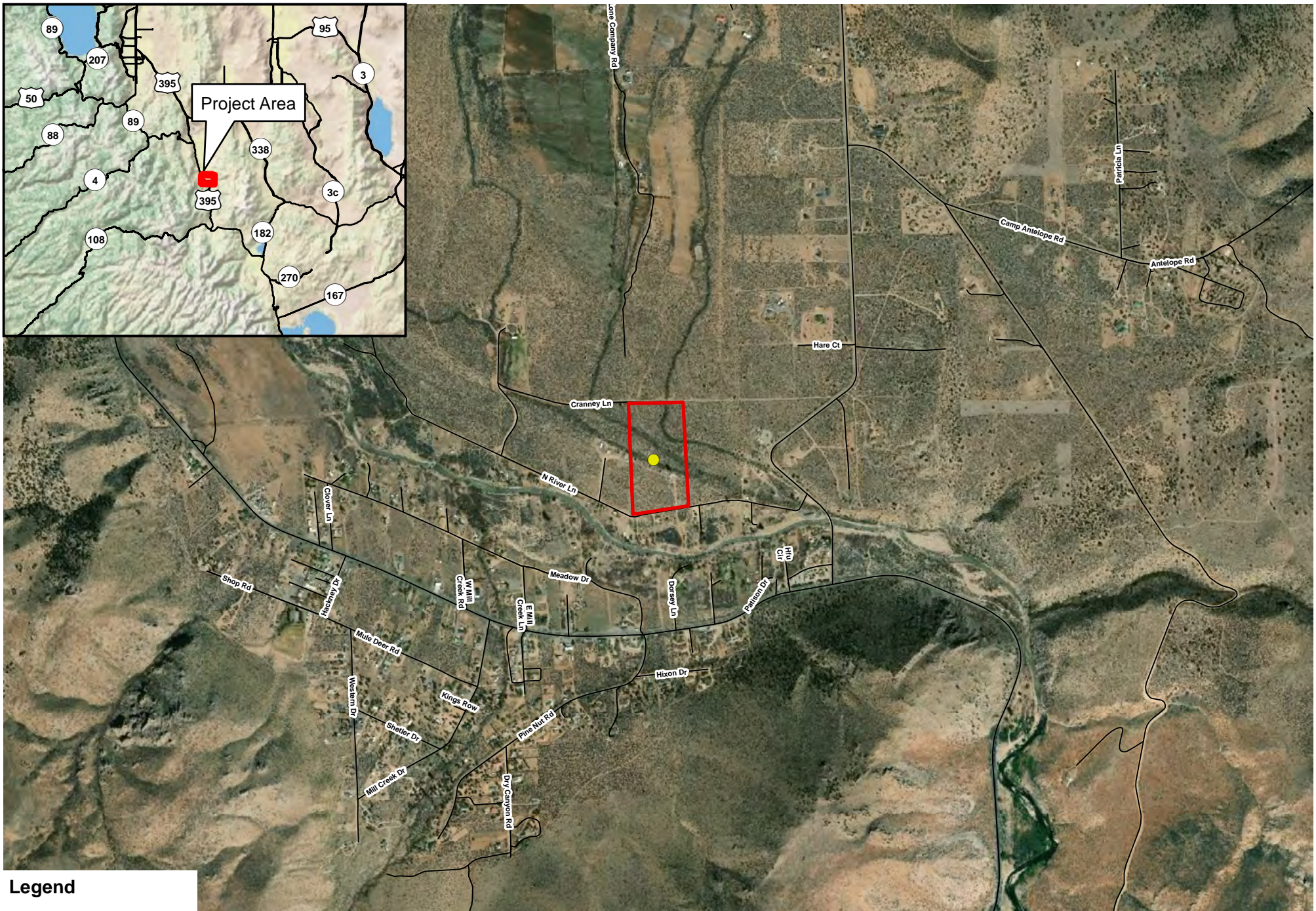
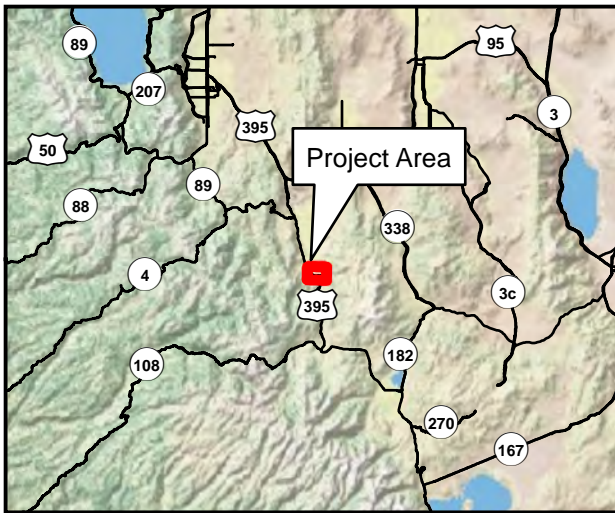
Printed Name

VIII. REFERENCES

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https://www.researchgate.net/profile/Jonathan_Caulkins/publication/265453640_Estimated_Cost_of_Production_for_Legal_Cannabis/links/550c11530cf2063799398419/Estimated-Cost-of-Production-for-Legal-Cannabis.pdf
- Mono County Code.
- Mono County, 1981. Road Improvement Standards
- Mono County, 2013. Regional Transportation Plan
- Mono County, 2014a. Resource Efficiency Plan.
- Mono County, 2014b. Snow Removal Priority Map 10-21-14
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- Mono County, 2015. General Plan Environmental Impact Report. <https://monocounty.ca.gov/planning/page/general-plan-eir>
- Mono County, 2018. Sustainable Agricultural Strategy.

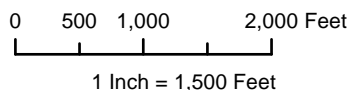
Attachment A

Site Plans and Maps



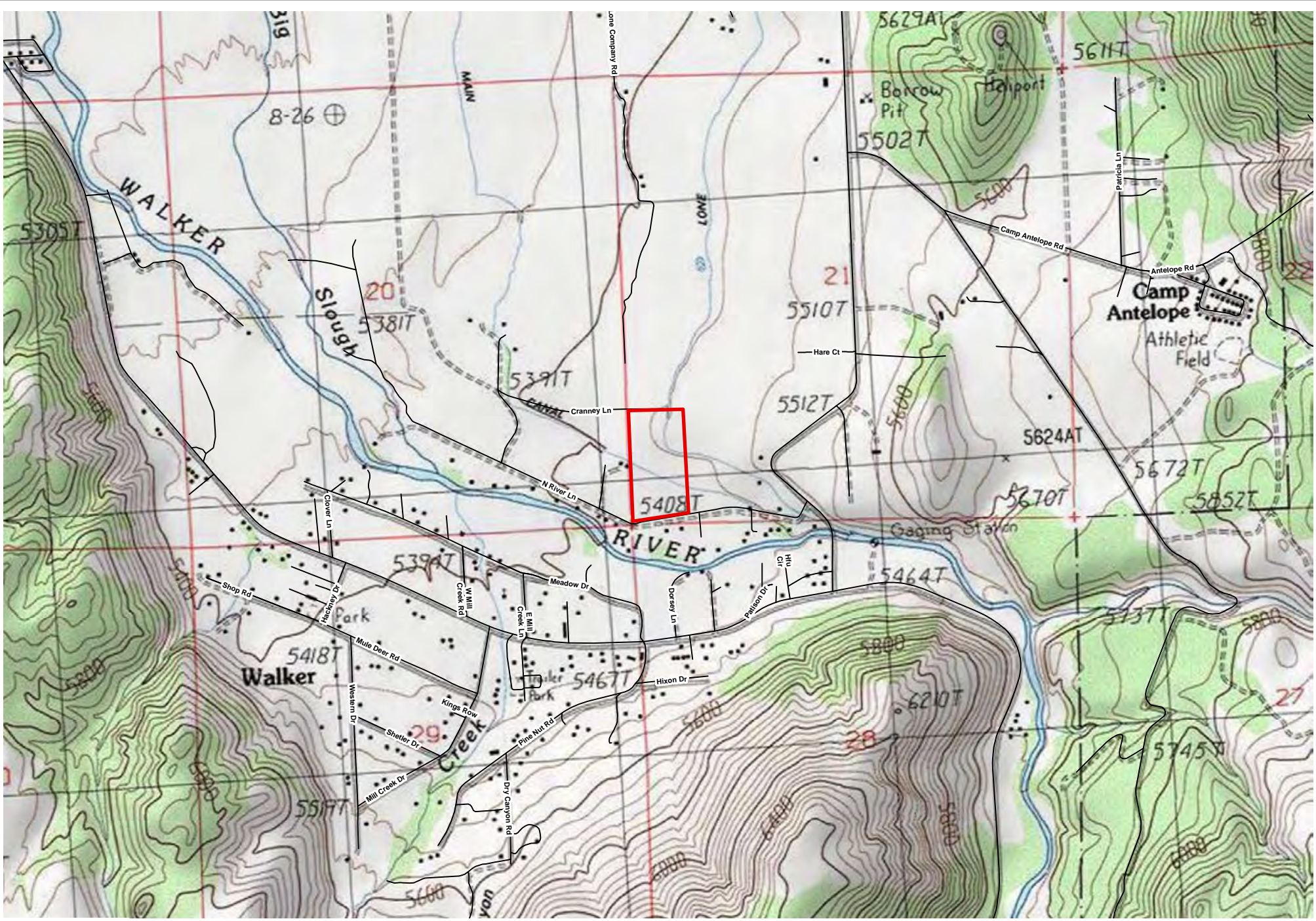
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- Parcel

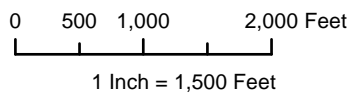


Colitas Farms Location Map

6/3/2019



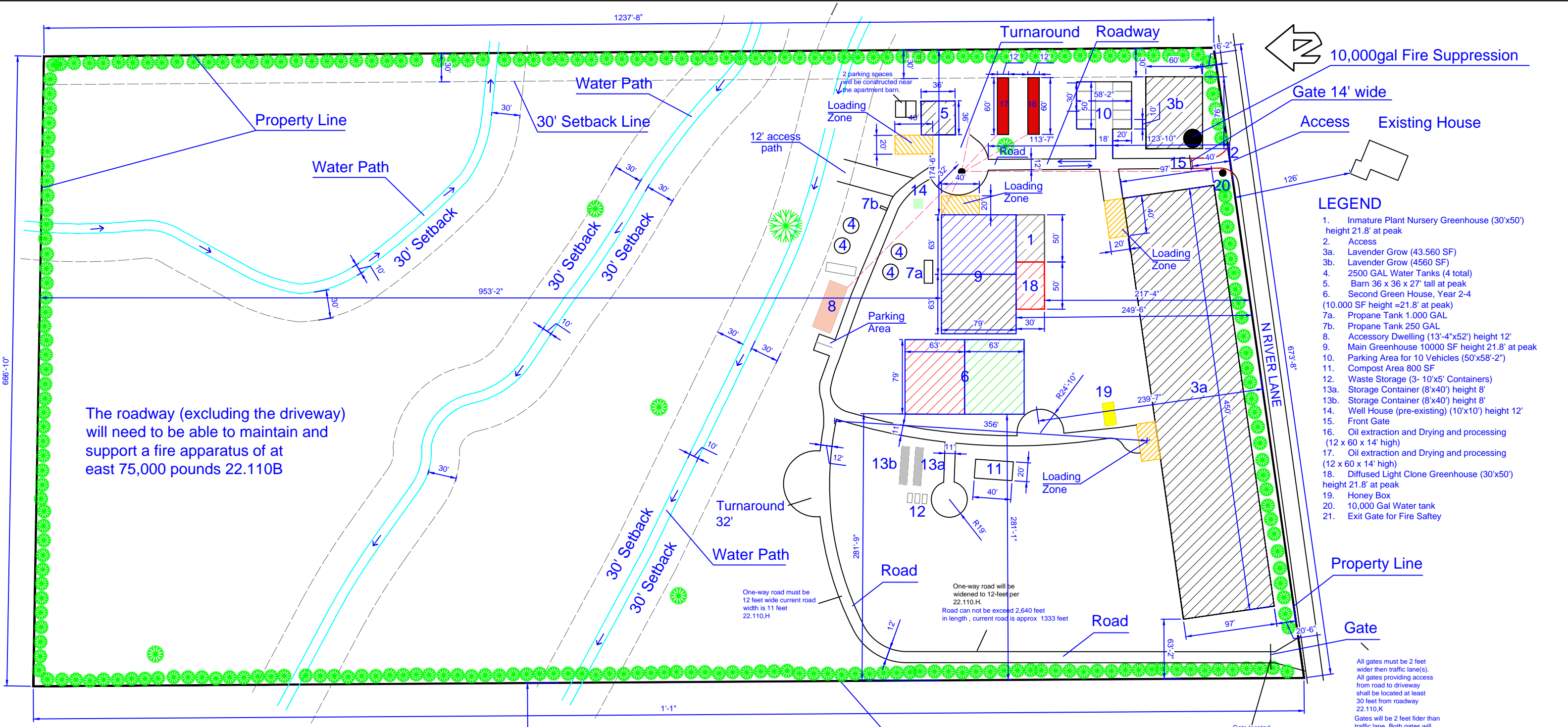
Legend
 Parcel



Colitas Farms Topography Map

N 6/21/2019

 Resource Concepts Inc



The roadway (excluding the driveway) will need to be able to maintain and support a fire apparatus of at east 75,000 pounds 22.110B

- LEGEND**
1. Immature Plant Nursery Greenhouse (30'x50') height 21.8' at peak
 2. Access
 - 3a. Lavender Grow (43,560 SF)
 - 3b. Lavender Grow (4560 SF)
 4. 2500 GAL Water Tanks (4 total)
 5. Barn 36 x 36 x 27' tall at peak
 6. Second Green House, Year 2-4 (10,000 SF height =21.8' at peak)
 - 7a. Propane Tank 1,000 GAL
 - 7b. Propane Tank 250 GAL
 8. Accessory Dwelling (13'-4"x52') height 12'
 9. Main Greenhouse 10000 SF height 21.8' at peak
 10. Parking Area for 10 Vehicles (50'x58'-2")
 11. Compost Area 800 SF
 12. Waste Storage (3- 10'x5' Containers)
 - 13a. Storage Container (8'x40') height 8'
 - 13b. Storage Container (8'x40') height 8'
 14. Well House (pre-existing) (10'x10') height 12'
 15. Front Gate
 16. Oil extraction and Drying and processing (12 x 60 x 14' high)
 17. Oil extraction and Drying and processing (12 x 60 x 14' high)
 18. Diffused Light Clone Greenhouse (30'x50') height 21.8' at peak
 19. Honey Box
 20. 10,000 Gal Water tank
 21. Exit Gate for Fire Saftey

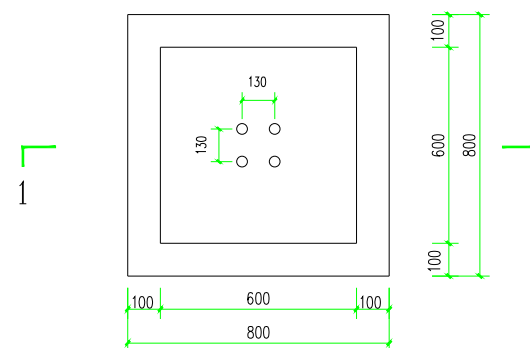
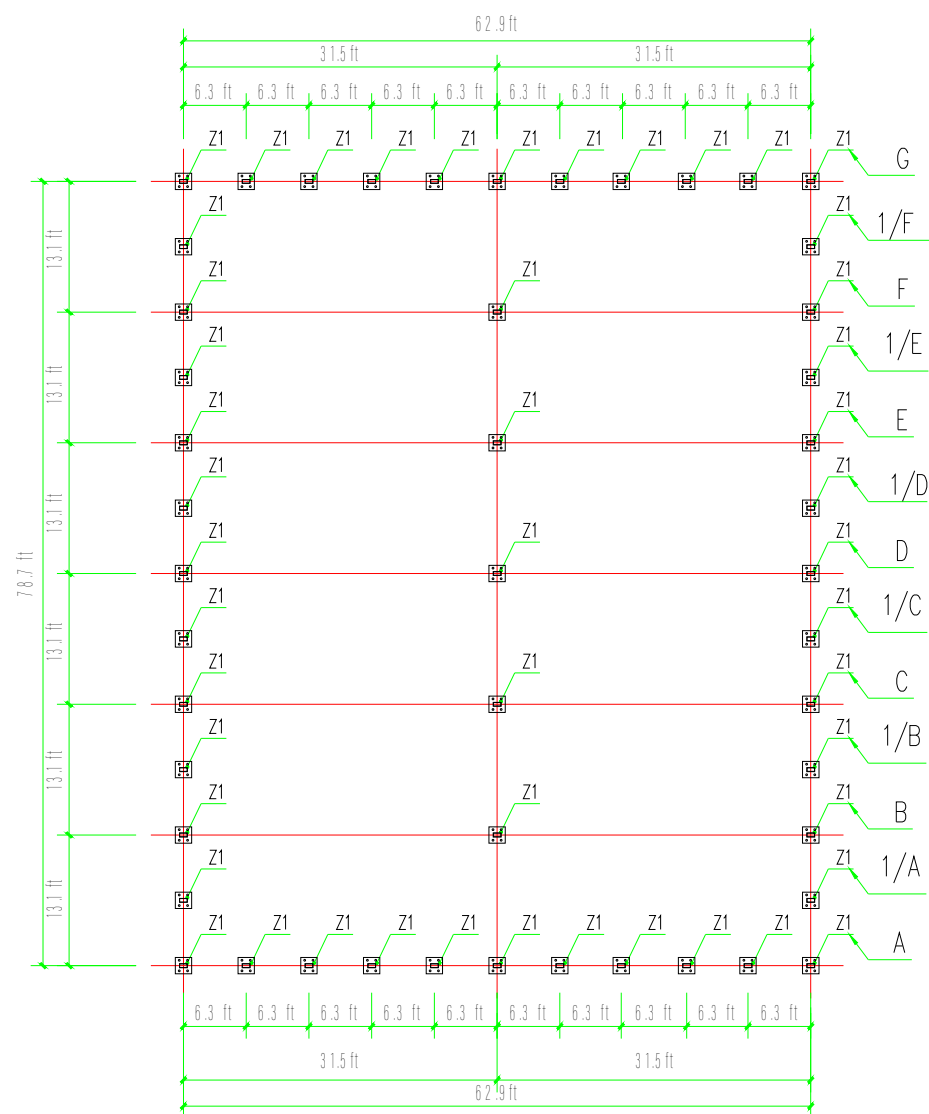
All gates must be 2 feet wider than traffic lane(s). All gates providing access from road to driveway shall be located at least 30 feet from roadway 22.110.K
Gates will be 2 feet fider than traffic lane. Both gates will be located at least 30-feet away from the roadway per 22.110.K.

- Notes:**
1. Driveway is approximately 356 feet.
 2. Road cannot exceed 2,460 feet in length. Road is approximately 1,333 feet.
 3. Radius of turnouts will need to be confirmed during the building permit process.
 4. The roadway (excluding the driveway) will need to be able to maintain and support a fire apparatus of at least 75,000 pounds per 22.110.B.

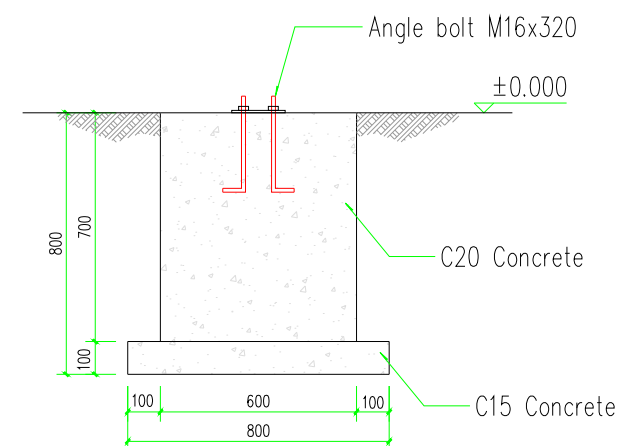
Parcel No. (APN)	002-460-015-000
Lot Area	816.239 SF
Total Lot Coverage	118.500 SF 14.5%

**324 N RIVER LN
COLEVILLE, CA 96107
Scale: 1"=100'**





Z1 Foundation layout



1-1 Section layout

note:

1. Foundation excavation to the bearing layer;
2. According to the local soil and geological structure, make corresponding adjustments to the point-based approach.

(CLIENT:)

PROJECT NAME

SUB PROJECT

(DWG. NAME:)

unit : scale :

PROJECT LEADER

DIVISION CHIEF

DESIGNED BY

PROCESSED BY

CHECKED BY

APPROVED BY

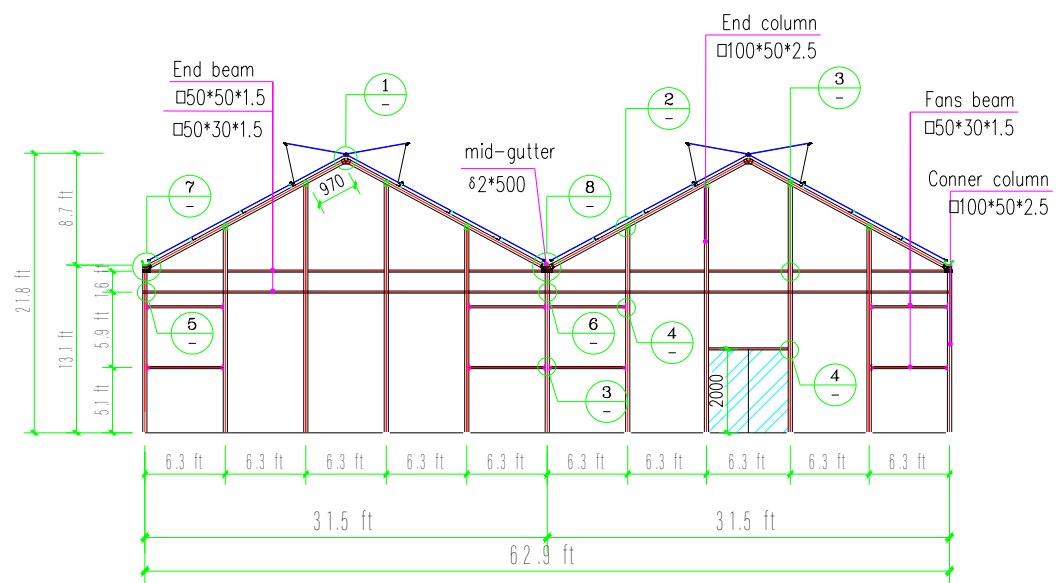
PROJECT NO.

DWG TYPE

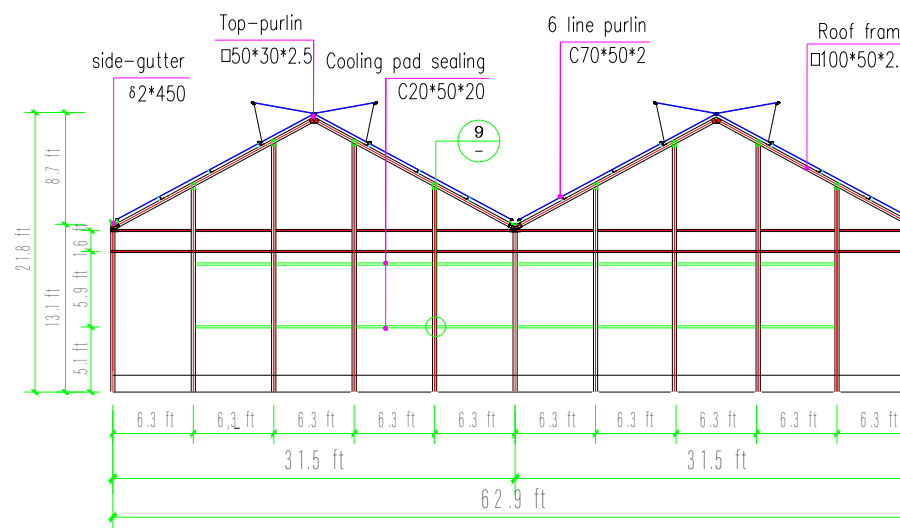
DWG. NO.

Ver.

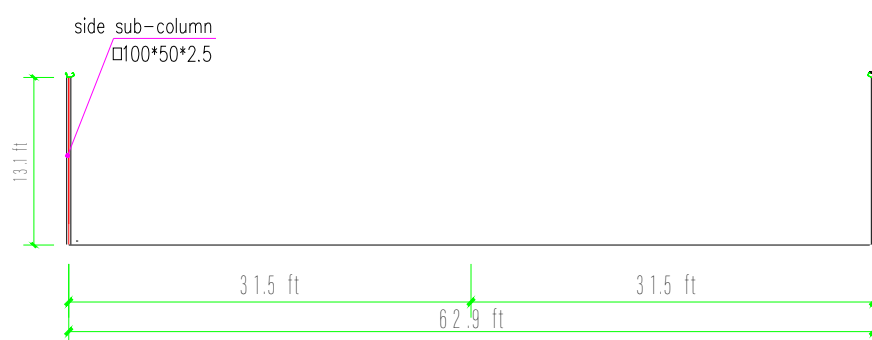
DATE



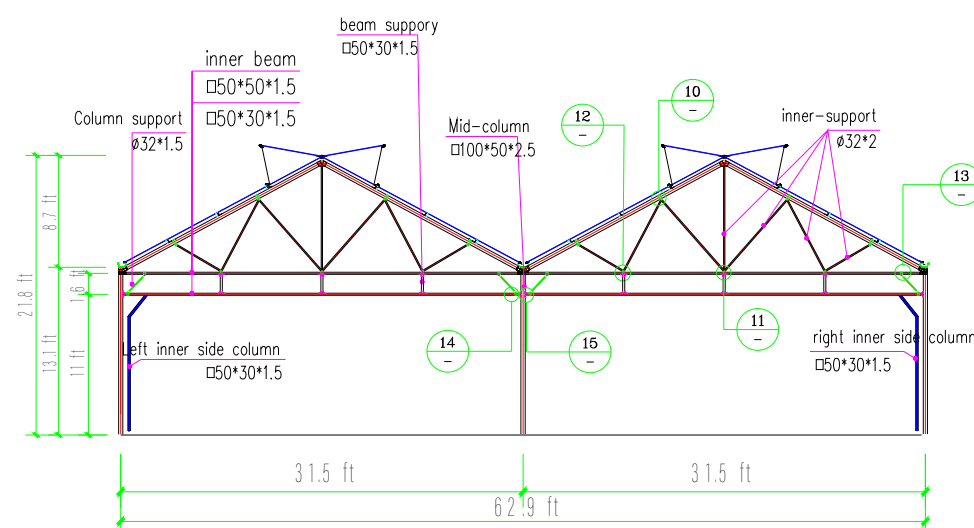
Ⓐ Front end frame diagram



Ⓒ Back end frame diagram



1/(A-F) Section frame diagram



Ⓑ, Ⓒ, Ⓓ, Ⓔ, Ⓕ Section frame diagram

(CLIENT:)

PROJECT NAME

SUB PROJECT

(DWG. NAME:)

unit :

scale :

PROJECT LEADER

DIVISION CHIEF

DESIGNED BY

PROCESSED BY

CHECKED BY

APPROVED BY

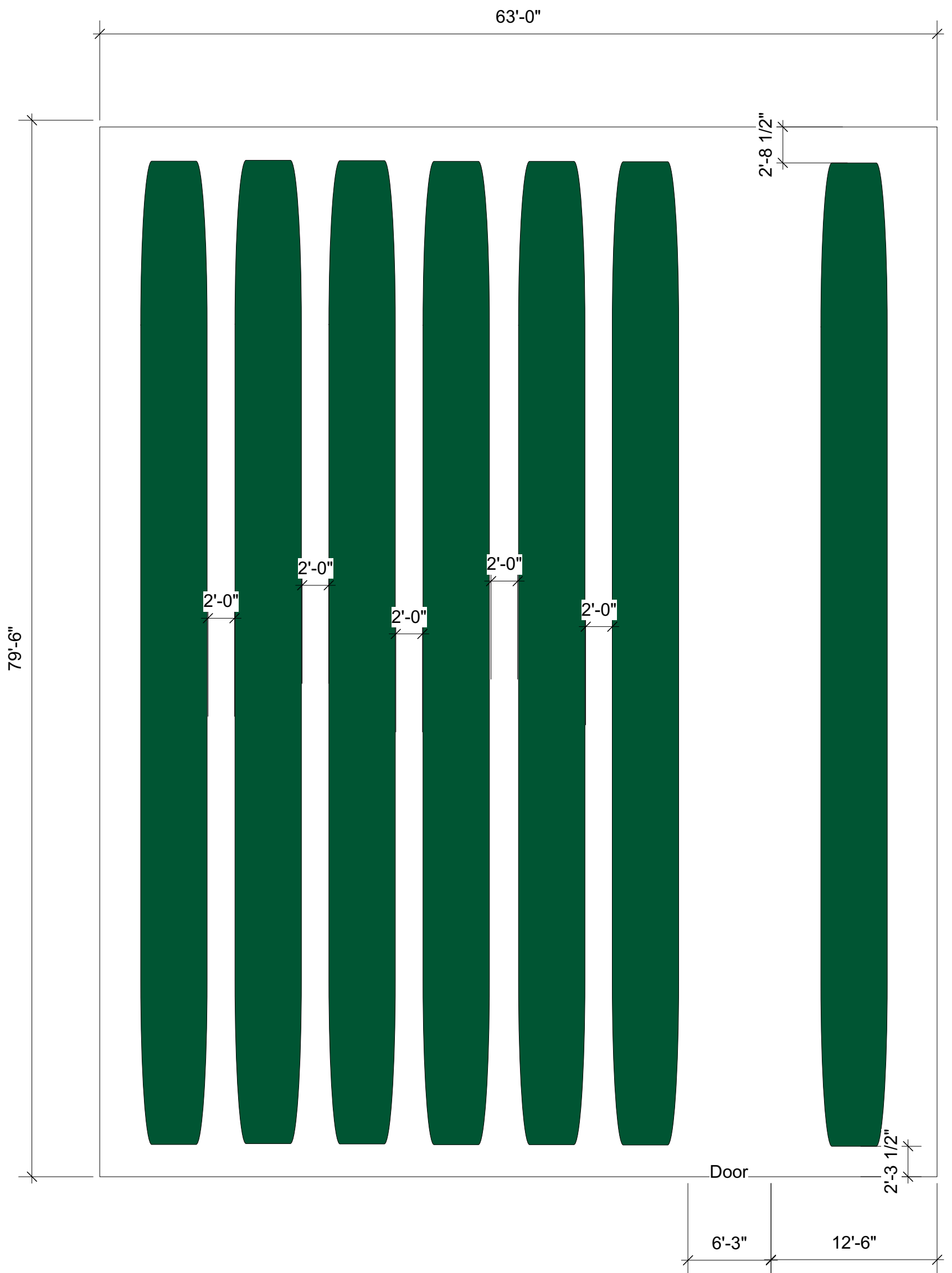
PROJECT NO.

DWG TYPE

DWG. NO.

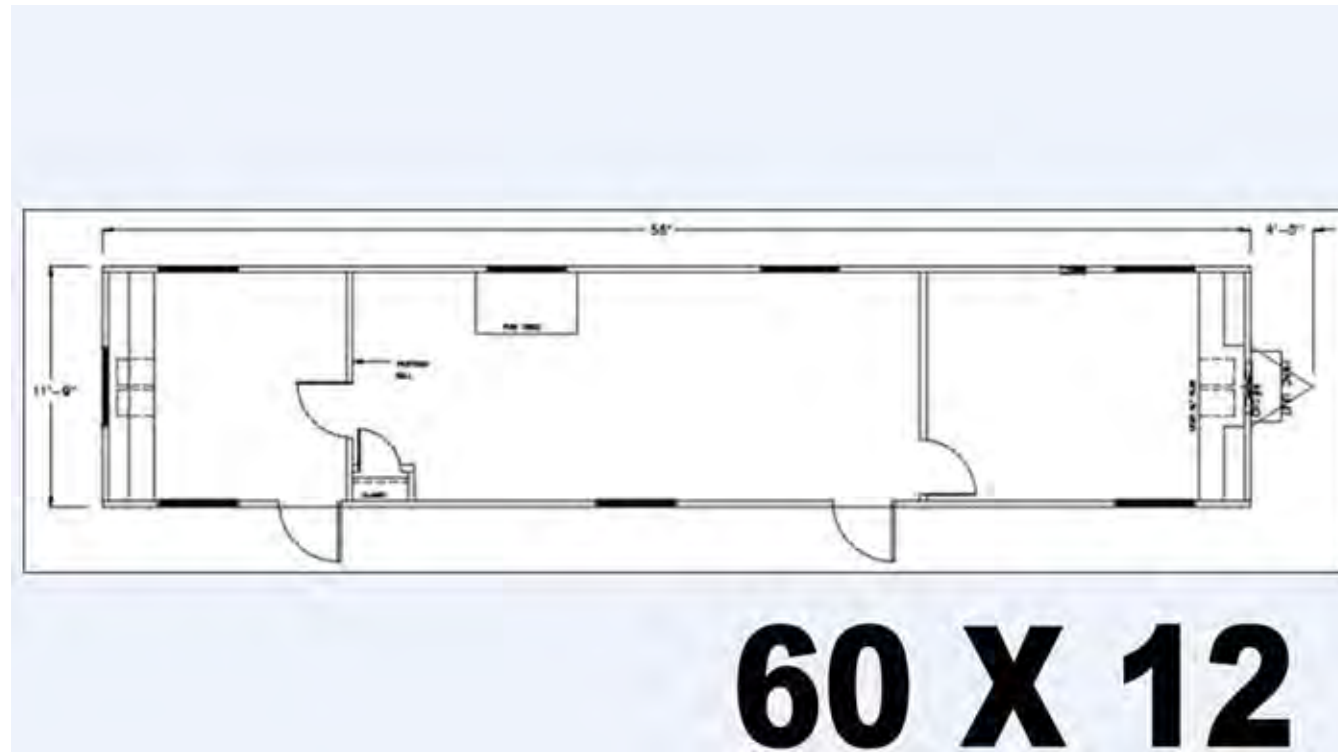
Ver.

DATE



GREENHOUSE FLOORPLAN
 FOR ONE 63 X 79' STRUCTURE
 5' PLANTED ROWS SPACED 2' APART

Oil extraction/Drying, processing and storage



12' x 12' drying area, 12' x 15' processing area, 12' x 29' Oil extraction room

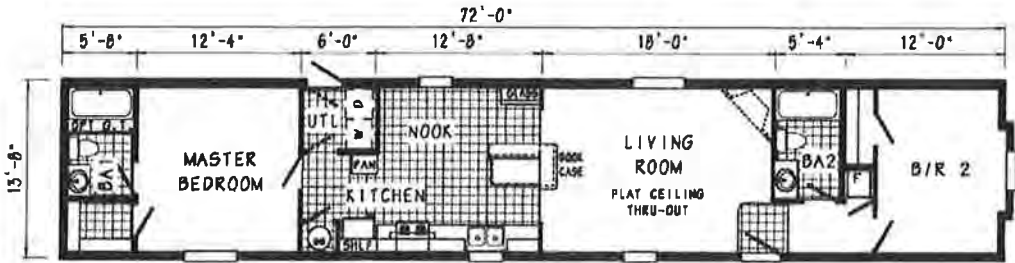
.



DesignSource
856-869-7777

140710

MODULAR HOME



JB540-A 1472 Approx. 984 Sq. Ft.

PROVIDENCE
Commodore Homes of Pennsylvania

<https://kelseybassranch.com/20-perfect-images-trailer-home-dimensions/manufactured-homes-mobile-single-wide-floor-plans-8/>



DesignSource
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NATIONWIDE

DENALI 36 BARN APARTMENT

Model A - front



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NATIONWIDE

DENALI 36 BARN APARTMENT

Model A - rear

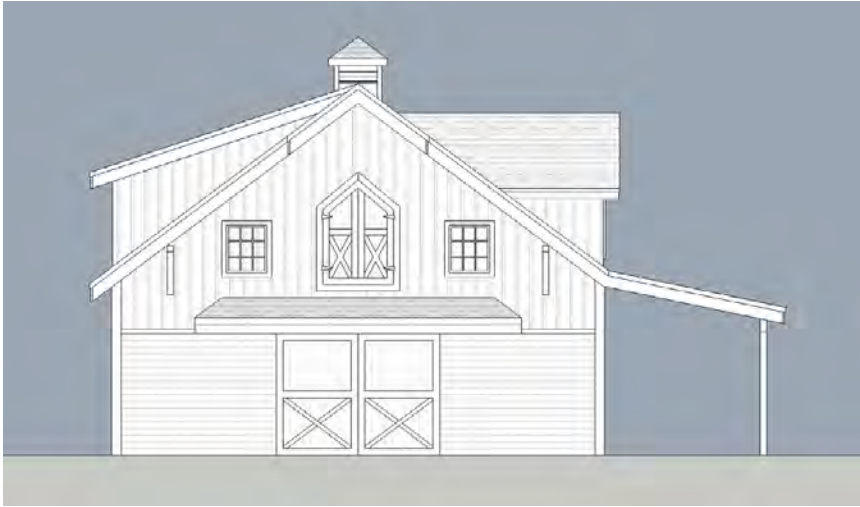


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Barn Pros Denali 36 Apartment Barn Model A - Standard



Front Elevation



Side Elevation, Left



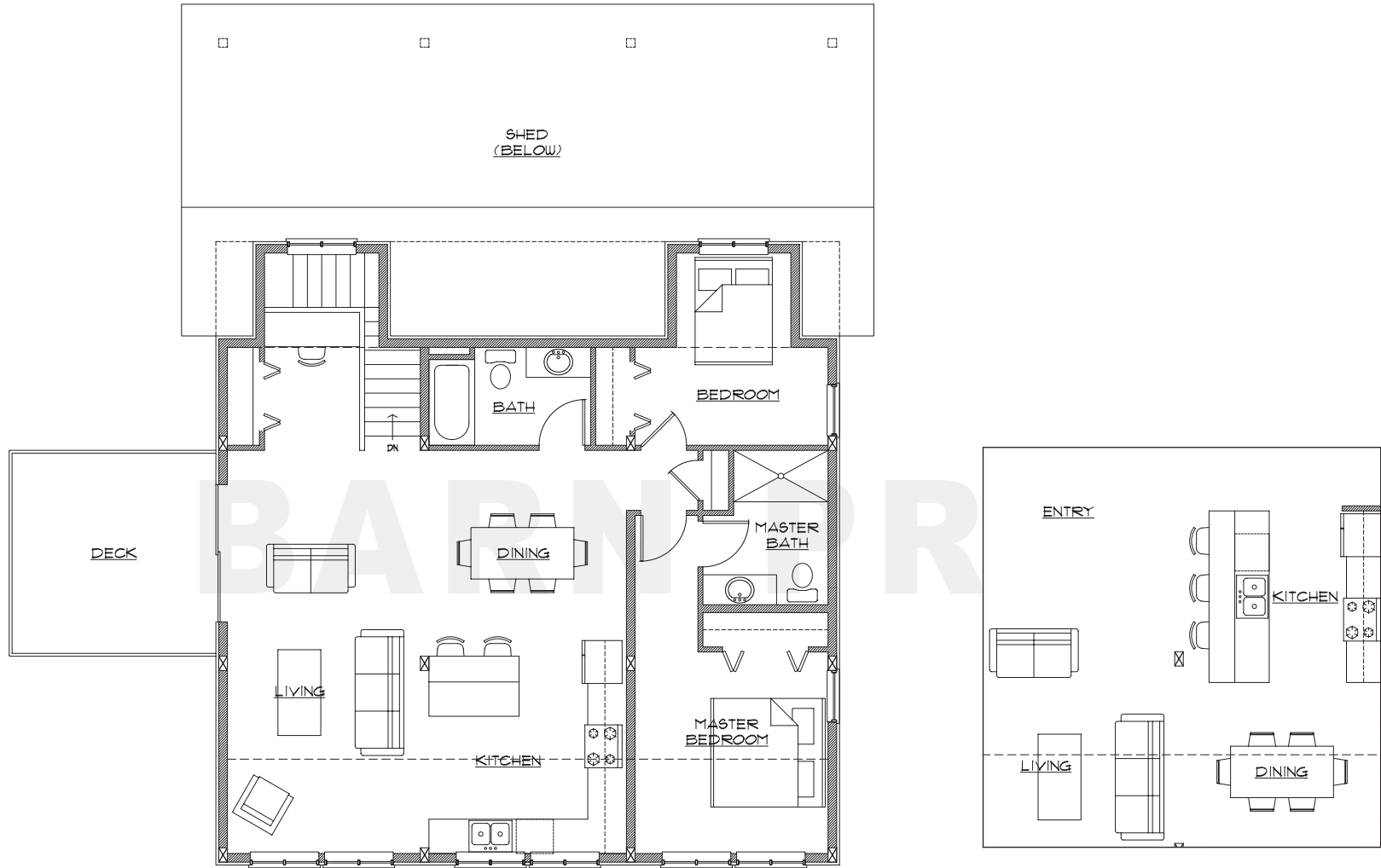
Rear Elevation



Side Elevation, Right

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Barn Pros Denali 36 Apartment Barn Model A - Standard



PROPOSED FLOORPLAN - UPPER
Model A Option 1 (left), Option 2 (right)

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DENALI 36 BARN APARTMENT

Model B - front



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DENALI 36 BARN APARTMENT

Model B - rear



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Barn Pros Denali 36 Apartment Barn Model B - Standard



Front Elevation



Side Elevation, Left



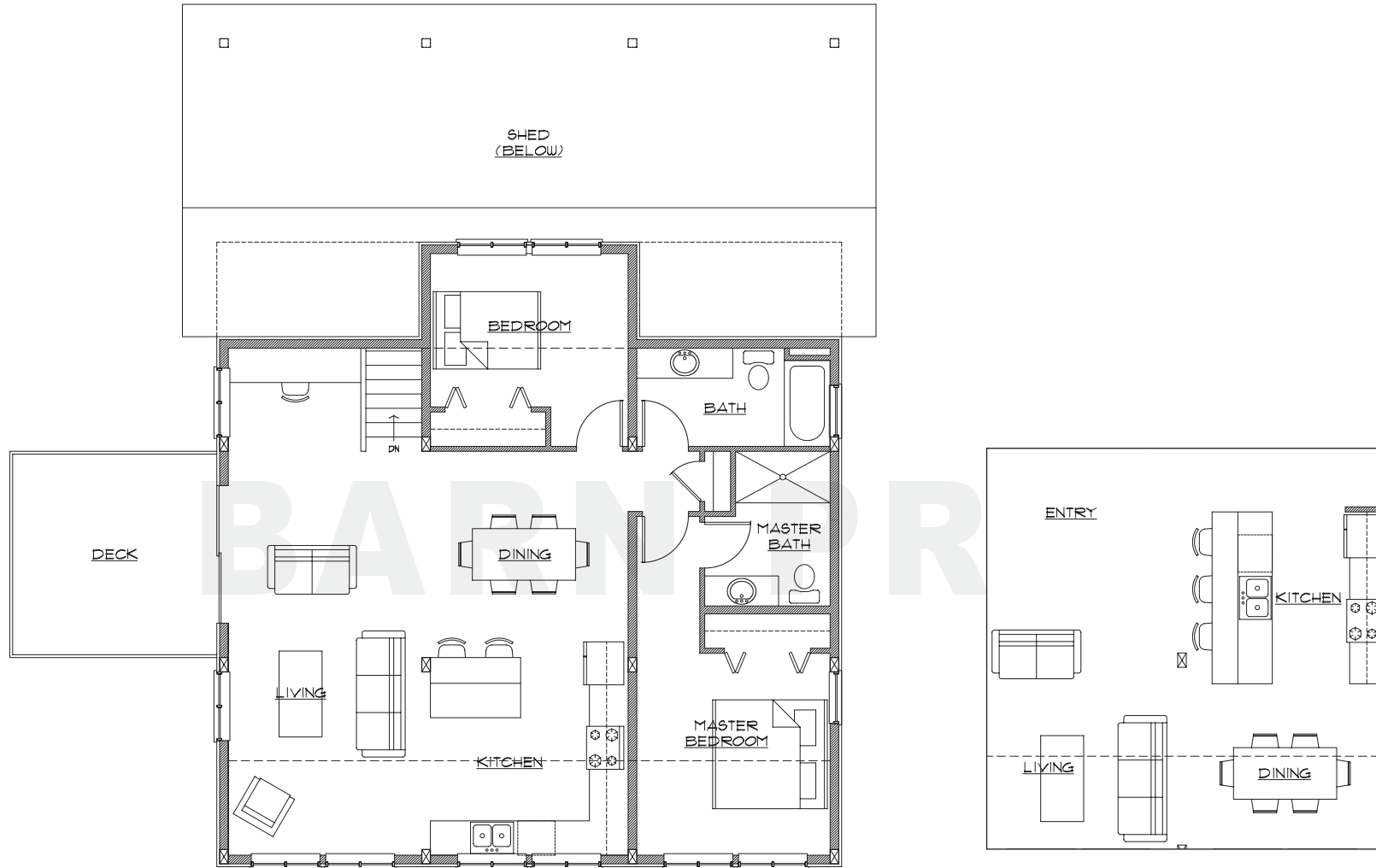
Rear Elevation



Side Elevation, Right

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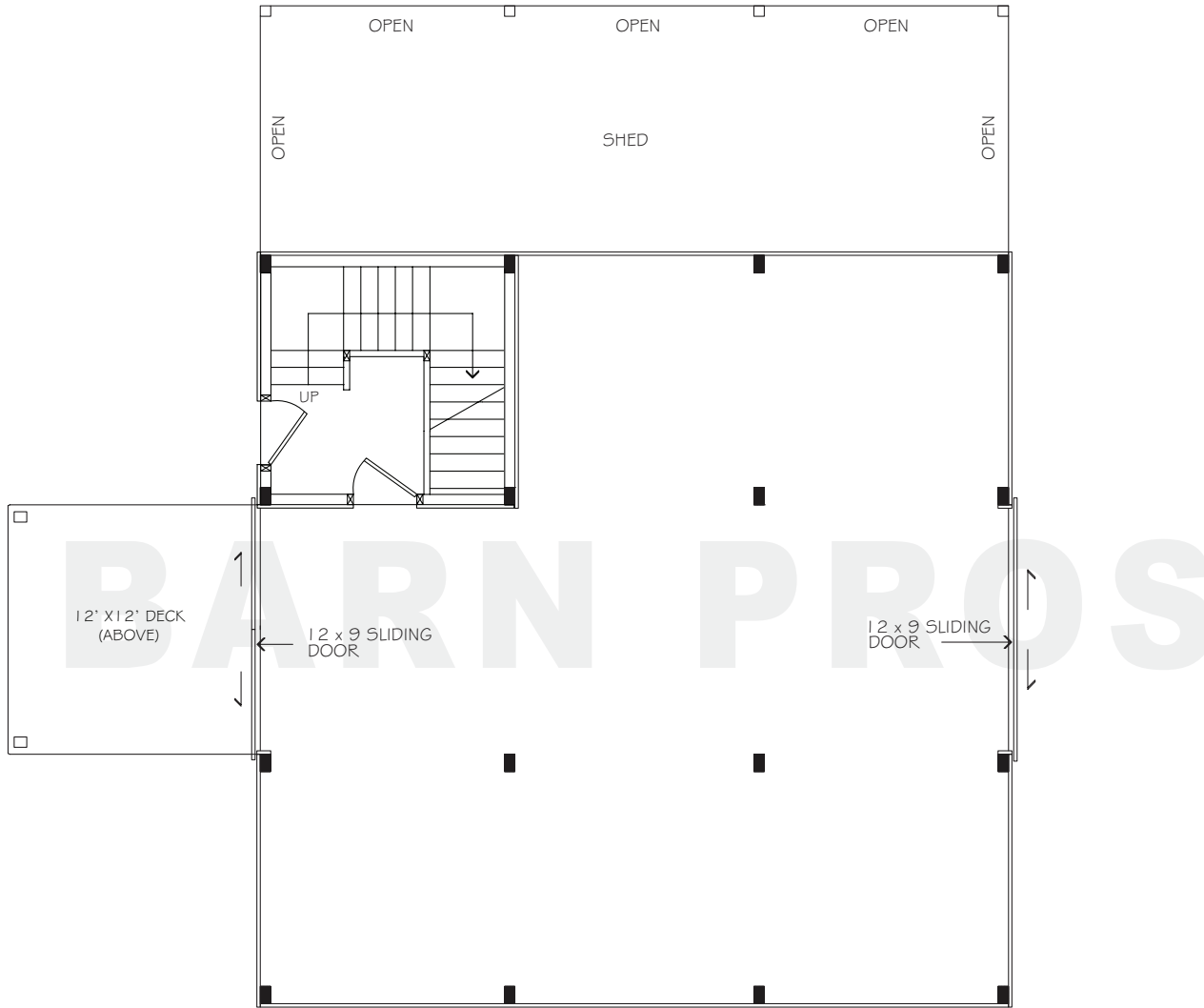
Barn Pros Denali 36 Apartment Barn Model B - Standard



PROPOSED FLOORPLAN - UPPER
Model B Option 1 (left), Option 2 (right)

© 2016 BARN PROS INC

Barn Pros Denali 36 Apartment Barn Standard



FLOORPLAN - LOWER

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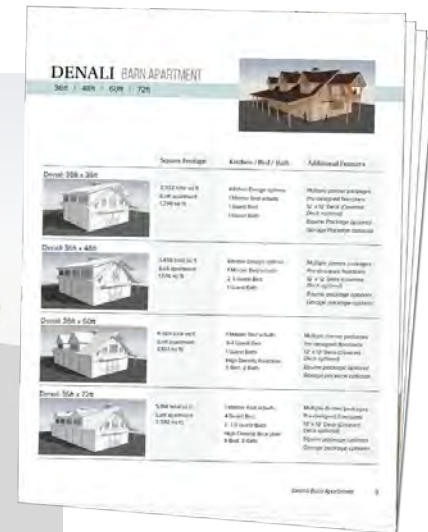
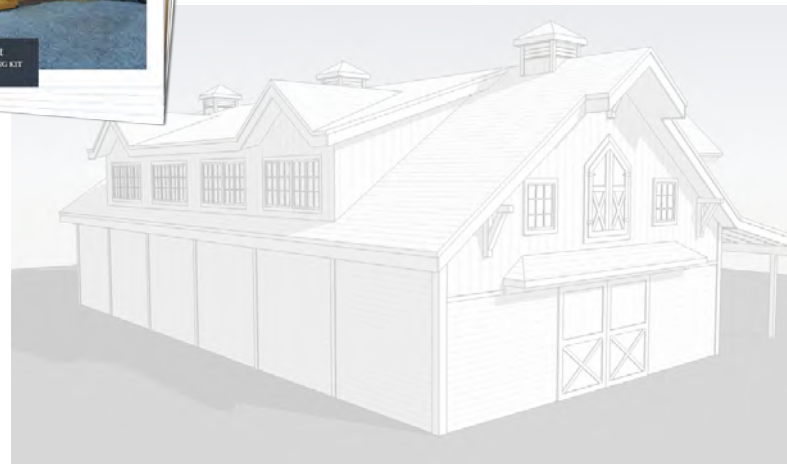


Free Denali Apartment e-brochure

Receive a complimentary e-brochure with additional floor plan layouts, detailed model information including drawings and kit specifications, structural elevations, photos, pricing and more.

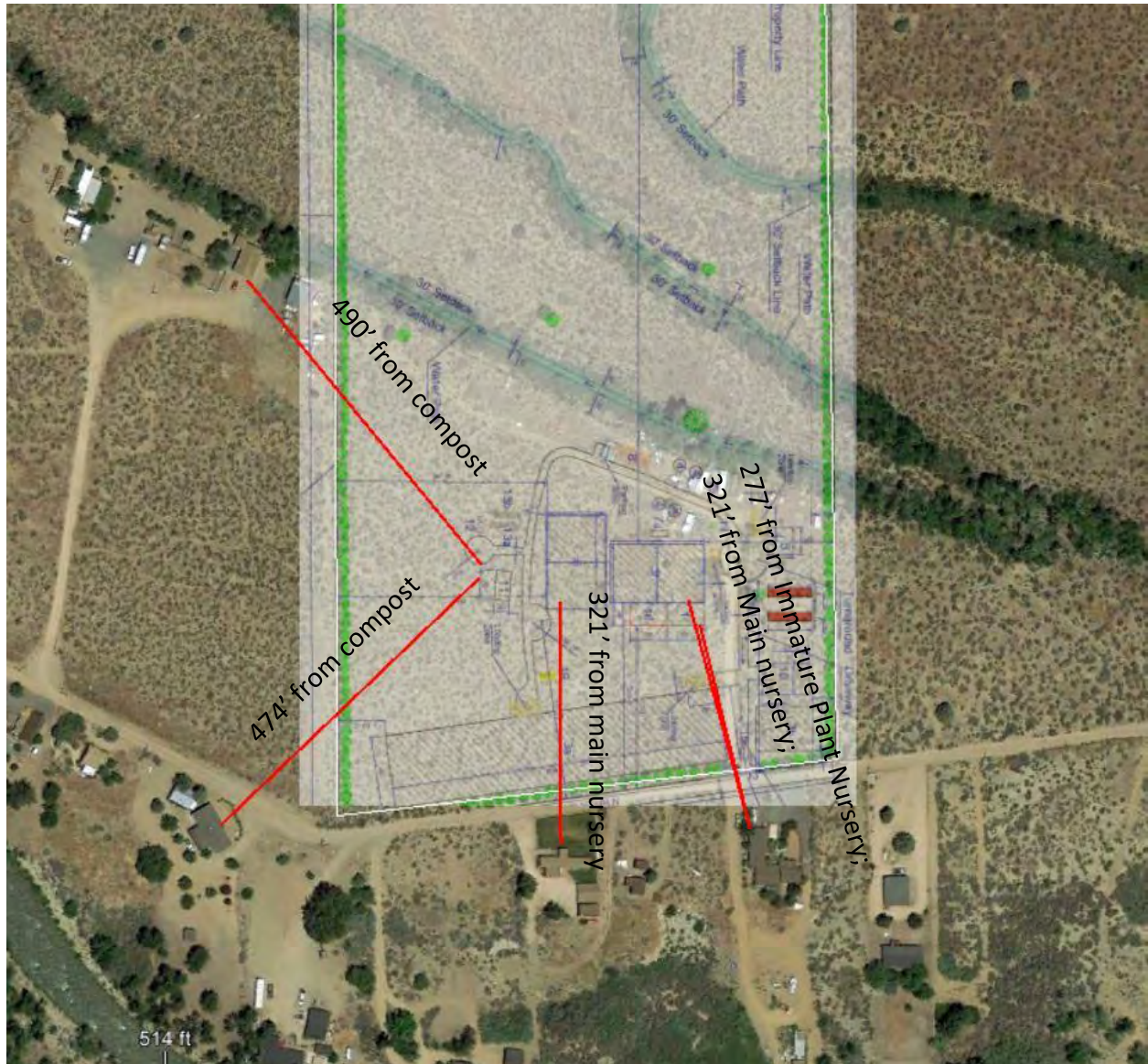
Call: **1(866)844-2276**

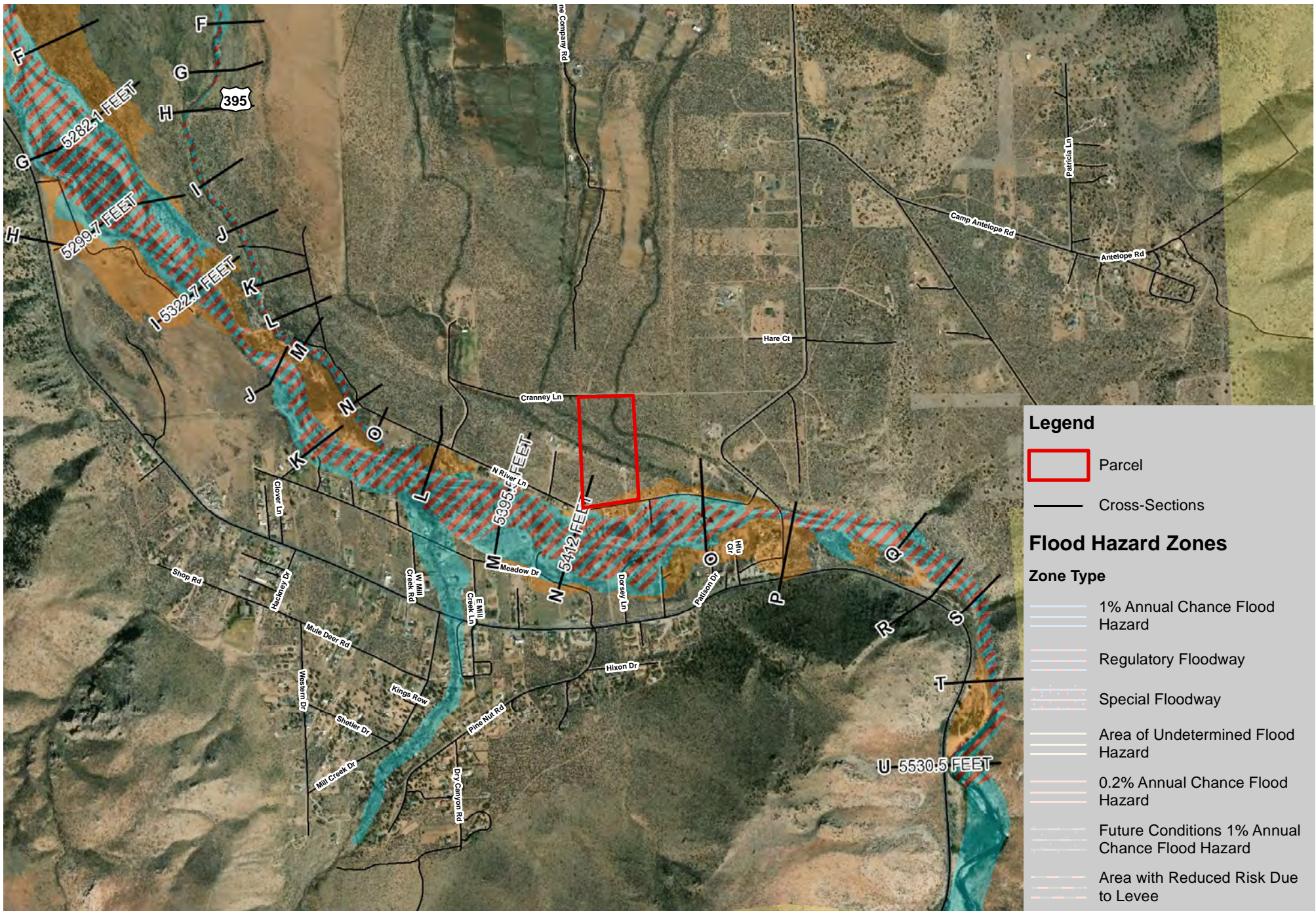
Request your copy of this free brochure today!



Receptor Proximity

Colitas Farms





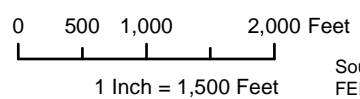
Legend

- Parcel
- Cross-Sections

Flood Hazard Zones

Zone Type

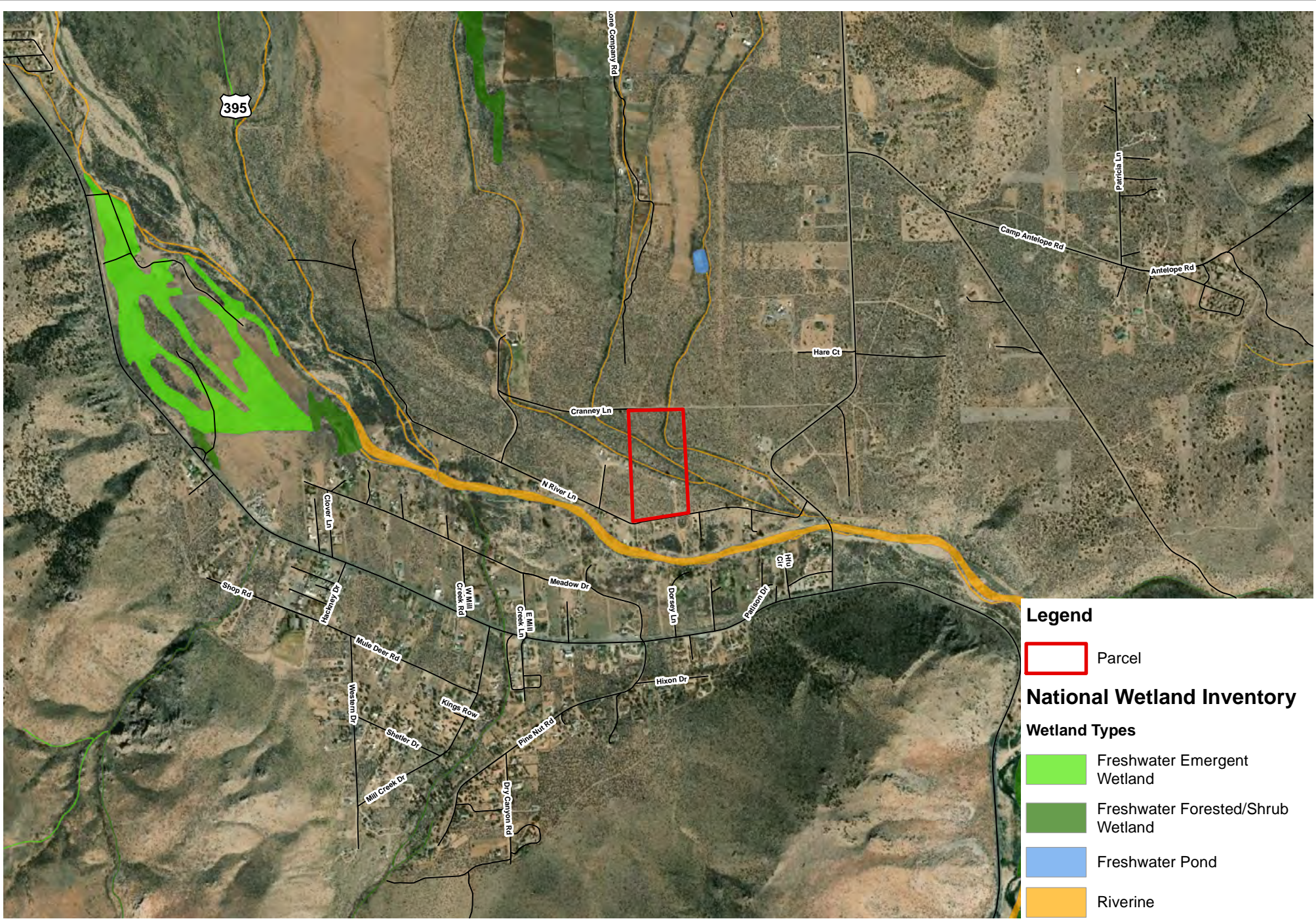
- 1% Annual Chance Flood Hazard
- Regulatory Floodway
- Special Floodway
- Area of Undetermined Flood Hazard
- 0.2% Annual Chance Flood Hazard
- Future Conditions 1% Annual Chance Flood Hazard
- Area with Reduced Risk Due to Levee



Source:
FEMA's National Flood Hazard Layer (NFHL)

Colitas Farms FEMA Flood Map

6/21/2019



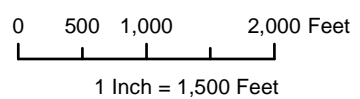
Legend

- Parcel

National Wetland Inventory

Wetland Types

- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Riverine



Colitas Farms National Wetland Inventory Map

6/21/2019

Attachment B

Integrated Pest Management Plan

PEST MANAGEMENT PLAN

OUTDOOR/GREENHOUSE CANNABIS CULTIVATION

FACILITY

PHYSICAL LOCATION

COLITAS FARMS
324 NORTH RIVER LANE
COLEVILLE, CA 96107

MAILING ADDRESS

COLITAS FARMS
13900 NW PASSAGE #210
MARINA DEL REY, CA 90292

PEST MANAGEMENT PLAN

COLITAS FARMS PLANS ON TAKING A HOLISTIC APPROACH TO CANNABIS FARMING
Listed below are five plant treatment protocols that are examples of effective techniques used in a holistic integrative pest management plan:

- **Coconut water** contains cytokinins that aid in cell division, helping plants mend and grow due to healthy cell division.
- **Indigenous microbe inoculations** allow for more resilient plants that are better prepared to fend off pathogens.
- **Powdered potassium silicate** applied as a foliar feed helps stimulate the plant's natural defense methods against fungal attacks and other pathogens.
- **Neem cake** added to the soil mix acts to discourage egg-laying insects in the rhizosphere. It effectively ends problems like fungus gnats while allowing beneficial microbes to flourish.
- **Essential oils** help activate natural defense mechanisms while disrupting the offending pest and preventing it from taking advantage of chemical imbalances.
- **Aloe vera flakes** aid a plant's immune response and pathogen defense.

PEST MANAGEMENT PRACTICES FOR CANNABIS GROWN OUTDOORS

PEST	DAMAGE	IPM PRACTICES (monitoring; cultural, physical, mechanical, biological)	PESTICIDES
MITES & INSECTS			
two-spotted spider mites <i>Tetranychus urticae</i> (and other Tetranychidae)	Suck plant sap; stipple leaves	<ul style="list-style-type: none"> * Keep dust down by hosing off plants (if dust is a problem) * Release predatory mites 	neem oil, horticultural oil
broad mites <i>Polyphagotarsonemus latus</i>	Distort leaves and buds	<ul style="list-style-type: none"> * Inspect plants; disinfest or dispose of infested plants * Release predatory mites and sixspotted thrips 	—
russet mites <i>Aculops</i> spp.	Suck plant sap; kill leaves and flowers	<ul style="list-style-type: none"> * Release predatory mites 	neem oil, horticultural oil, sulfur
crickets (field & house)	Eat seedlings	<ul style="list-style-type: none"> * Use floating row covers or cones on individual plants 	—
termites	Eat roots	<ul style="list-style-type: none"> * Flood nests 	—
leafhoppers	Suck plant sap; weaken plants	<ul style="list-style-type: none"> * Encourage natural enemies by planting nectar sources 	horticultural oil or insecticidal soaps for nymphs
whiteflies <i>Trialeurodes vaporariorum</i> , <i>Bemisia tabaci</i> , <i>B. argentifolii</i>	Suck plant sap; weaken plants	<ul style="list-style-type: none"> * Hang up yellow sticky cards * Use reflective plastic mulch 	azadirachtin, horticultural oil, insecticidal soaps, rosemary + peppermint oils, <i>Beauveria bassiana</i>
thrips <i>Heliethrips haemorrhoidalis</i> , <i>Frankliniella occidentalis</i> , <i>Thrips tabaci</i>	Stipple and scar leaves ; vector viruses	<ul style="list-style-type: none"> * Hang up yellow or blue sticky cards 	horticultural oil, insecticidal soaps, rosemary + peppermint oils, <i>Beauveria bassiana</i>
aphids <i>Myzus persicae</i> , <i>Aphis fabae</i>	Suck plant sap; weaken plants	<ul style="list-style-type: none"> * Hang up yellow sticky cards (alates) * Hose off plants 	azadirachtin, horticultural oil, insecticidal soaps, <i>Beauveria bassiana</i>
leafminers <i>Liriomyza</i> spp.	Bore into roots and leaves	<ul style="list-style-type: none"> * Remove older infested leaves * Use biocontrol: release <i>Diglyphus parasitoids</i> 	azadirachtin

PEST		DAMAGE	IPM PRACTICES (monitoring; cultural, physical, mechanical, biological)	PESTICIDES
LEPIDOPTERA	cutworms <i>Agrotis ipsilon</i> , <i>Spodoptera exigua</i> (Noctuidae)	Eat seedlings	<ul style="list-style-type: none"> * Use pheromone traps to detect adults. * Remove weeds, which serve as a reservoir for cutworms and other noctuids 	Vegetative stage only: Use <i>Bacillus thuringiensis kurstaki</i> if egg-laying adults found, insecticidal soap; azadirachtin
	budworms <i>Helicoverpa zea</i> (Noctuidae)	Eat flowering buds	<ul style="list-style-type: none"> * Shake plants to dislodge larvae * Remove infested buds * Plant corn as trap crop 	Vegetative stage only: Use <i>Bacillus thuringiensis kurstaki</i> , insecticidal soap
COLEOPTERA	flea beetles (Chrysomelidae)	Bore into stems (grubs); feed on seedlings and leaves of larger plants (adults)	<ul style="list-style-type: none"> * Use reflective mulches * Plant trap crops (e.g., radish or Chinese mustard) 	sulfur
	scarab grubs (Scarabaeidae) possibly other beetles)	Bore into stems	<ul style="list-style-type: none"> * Use parasitic nematodes 	—
MAMMALS				
mice (e.g., house mice)	Eat young sprouts and seeds	<ul style="list-style-type: none"> * Double wrap a 3'-tall chicken wire fence around plants 	rodenticides*	
roof rats, <i>Rattus rattus</i> wood rats, <i>Neotoma</i> spp.	Strip bark from stems to build nests	<ul style="list-style-type: none"> * Trap (minus rodenticides) * Mount barn owl boxes 		
pocket gophers, <i>Thomomys</i> spp.	Tunnel through planting areas; feed on plants; gnaw on irrigation lines	<ul style="list-style-type: none"> * Install underground fencing (hardware cloth or ½" mesh poultry wire) * Mount barn owl boxes 		
Columbian black-tailed deer, <i>Odocoileus hemionus columbianus</i>	Knock over plants; leave dander, droppings, and ticks behind	<ul style="list-style-type: none"> * Install deer fencing 	—	
black bears, <i>Ursus americana</i>	Knock over plants	<ul style="list-style-type: none"> * Install electric fencing 	—	

* If using a rodenticide always read and follow the label and check to make sure that the target rodent is listed. Second-generation anticoagulant products (contain the active ingredients brodifacoum, bromadiolone, difenacoum, and difethialone) are DPR-restricted materials not labeled for field use and should never be used in or around cannabis cultivation sites. Permits for the use of DPR-restricted materials will not be issued to cannabis cultivators. Any federally restricted use pesticide must be applied by a certified applicator consistent with the registered labeling.

PEST MANAGEMENT PRACTICES FOR CANNABIS GROWN INDOORS

(e.g., greenhouses, sheds, and grow rooms)

PEST	DAMAGE	IPM PRACTICES (monitoring; cultural, physical, mechanical, biological)	PESTICIDES
DISEASES			
powdery mildew <i>Sphaerotheca macularis</i>	Grow on leaves as white and gray powdery patches	<ul style="list-style-type: none"> Use fans to improve air circulation 	horticultural oil; neem oil; sodium bicarbonate, potassium bicarbonate; <i>Bacillus subtilis</i>
pythium root rots <i>Pythium</i> spp.	Attack root tips and worsens when plants grow in wet soil	<ul style="list-style-type: none"> Avoid hydroponic production or wet soil conditions 	incorporate biocontrol agents into root-growing media (e.g., <i>Gliricium virens</i> , <i>Trichoderma harzianum</i> , <i>Bacillus subtilis</i>)
MITES & INSECTS			
two-spotted spider mites <i>Tetranychus urticae</i> (and other Tetranychidae)	Suck plant sap; stipple leaves	<ul style="list-style-type: none"> Disinfest cuttings before introducing to growing area Release predatory mites (<i>Amblyseius</i> spp., <i>Phytoseiulus persimilis</i>), or lacewings (<i>Chrysoperia</i> spp.) 	neem oil, horticultural oil, sulfur
broad mites	Distort leaves and buds	<ul style="list-style-type: none"> Inspect plants; disinfest or dispose of infested plants Release predatory mites (<i>Amblyseius</i> spp.) and six-spotted thrips 	
leafhoppers	Suck plant sap; weaken plants	<ul style="list-style-type: none"> Encourage natural enemies by planting nectar sources 	horticultural oil or insecticidal soaps for nymphs
whiteflies <i>Trialeurodes vaporariorum</i> , <i>Bemisia tabaci</i> , <i>B. argentifolii</i>	Suck plant sap; weaken plants	<ul style="list-style-type: none"> Hang up yellow sticky cards Use biocontrol: <i>Amblyseius swirskii</i>, <i>Encarsia formosa</i>, <i>Delphastus catalinae</i>, <i>Steinernema feltiae</i> 	azadirachtin, <i>Beauveria bassiana</i> , cinnamon oil, horticultural oil
thrips <i>Heliethrips haemorrhoidalis</i> , <i>Frankliniella occidentalis</i> , <i>Thrips tabaci</i>	Stipple and scar leaves ; vector viruses	<ul style="list-style-type: none"> Sterilize soil and pots before growing Hang up yellow or blue sticky cards Use biocontrol <i>Srratiolaelaps scimitus</i>, <i>Amblyseius cucumeris</i>, <i>Amblyseius swirskii</i>, <i>Orius insidiosus</i> 	azadirachtin, horticultural oil, insecticidal soaps, rosemary + peppermint oils, <i>Beauveria bassiana</i>

PEST	DAMAGE	IPM PRACTICES (monitoring; cultural, physical, mechanical, biological)	PESTICIDES
rice root aphid <i>Rhopalosiphum rufiabdominalis</i>	Feed on roots; stunt and weaken plants	<ul style="list-style-type: none"> ▪ Dispose of weakened infested plants ▪ Mix in sharp soil amendments such as diatomaceous earth ▪ Use biocontrol: <i>Stratiolaelaps scimitus</i>, <i>Dalotia coriaria</i>, <i>Steinernema feltiae</i> 	<i>Beauveria bassiana</i>
dark-winged fungus gnats (Diptera: Sciaridae) <i>Bradysia</i> spp.	Damage roots and stunt plant growth	<ul style="list-style-type: none"> ▪ Avoid overwatering ▪ Use growing media that deters gnat development ▪ Hang up yellow sticky cards ▪ Use biocontrol: <i>Stratiolaelaps scimitus</i>, <i>Dalotia coriaria</i>, <i>Steinernema feltiae</i> 	<i>Bacillus thuringiensis israelensis</i> (BTI); predatory nematodes; azadirachtin soil drenches

Attachment C

Waste Management Plan

WASTE MANAGEMENT PLAN

OUTDOOR/GREENHOUSE CANNABIS CULTIVATION

FACILITY

PHYSICAL LOCATION

COLITAS FARMS
324 NORTH RIVER LANE
COLEVILLE, CA 96107

MAILING ADDRESS

COLITAS FARMS
13900 NW PASSAGE #210
MARINA DEL REY, CA 90292

WASTE MANAGEMENT PLAN

COLITAS FARMS WILL TAKE A HOLISTIC, NATURAL APPROACH TO FARMING CANNABIS. THE MAJORITY OF ANY CANNABIS WASTE THAT WILL BE CREATED ON OUR FARM WILL BE RECONSTITUTED INTO THE GROWING PROCESS IN AN ON SITE COMPOST HEAP. IF THERE IS ANY ADDITIONAL WASTE THAT WE CANNOT USE IN OUR GROWING PROCESS WE WILL SELF HAUL TO A MANNED FULLY PERMITTED SOLID WASTE LANDFILL OR TRANSFORMING FACILITY.

OUR MASTER GROWER/FARM MANGER WILL BE IN CHARGE OF MAINTIANING AND PROCESSING THE WASTE INTO USABLE COMPOST AND SCHEDULING ANY SELF HAULING OF WASTE THAT MAY ON OCCATION NEED TO BE MOVED TO A PERMITTED WASTE SITE OFF OF OUR PROPERTY.

Attachment D

Lahontan Regional Water Quality Control Board Letter



EDMUND G. BROWN JR.
GOVERNOR

MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

Lahontan Regional Water Quality Control Board

December 18, 2018

WDID No. 6T26CC405729

Jennifer Pearsons
Colitas Farms LLC
13900 Northwest Passage Apt 210
Marina Del Rey, CA 90292

Michael Storc
13900 Northwest Passage Apt 210
Marina del Rey, CA 90292

SUBJECT: NOTICE OF APPLICABILITY - WASTE DISCHARGE REQUIREMENTS, WATER QUALITY ORDER NO. WQ-2017-0023-DWQ, COLITAS FARMS LLC, MONO COUNTY - APN 002460015000, WDID NO. 6T26CC405729

EXPIRATION DATE: NOVEMBER 30, 2019

Dear Ms. Pearsons and Mr. Storc,

Colitas Farms LLC (hereafter Discharger) submitted information via the State Water Resources Control Board's (State Water Board's) online portal on October 29, 2018, for discharges of waste associated with outdoor cannabis cultivation related activities at 324 North River Lane, Coleville (38.518641°N, 119.464742°W). The State Water Board received the associated application fee on November 30, 2018, and subsequently transferred site information to us for processing.

The property is also owned by Jennifer Pearsons and Michael Storc. Each landowner is ultimately responsible for any water quality degradation that occurs on or originates from their property and for water diversions that are not in compliance with the State Water Board's *Cannabis Cultivation Policy- Principles and Guidelines for Cannabis Cultivation (Policy)* and *General Waste Discharge Requirements and Waiver of Waste Discharge Requirements for Discharges of Waste Associated with Cannabis Cultivation Activities*, Order No. WQ-2017-0023-DWQ (General Order).

Based on the information provided, the Discharger self-certifies the cannabis cultivation activities are consistent with the Policy and General Order. This letter provides notice that the Policy and General Order are applicable to the site as described below. You are hereby assigned waste discharge identification (WDID) No. 6T26CC405729. The Discharger is responsible for all the applicable requirements in the Policy, General Order, this Notice of Applicability (NOA), and for acquiring additional certifications and permits as needed (see SITE-SPECIFIC REQUIREMENTS below for guidance).

FACILITY AND DISCHARGE DESCRIPTION

The information submitted by the Discharger states the disturbed area is equal to or greater than 1 acre (43,560 square feet), no portion of the disturbed area is within the setback requirements, and no portion of the disturbed area is located on a slope greater than 30 percent. Based on the information submitted by the Discharger, the cannabis cultivation activities are classified as Tier 2, Low Risk outdoor cultivation.

SITE-SPECIFIC REQUIREMENTS

1. The Policy and General Order are available on the Internet at: https://www.waterboards.ca.gov/water_issues/programs/cannabis. The Discharger shall ensure that all site operating personnel know, understand, and comply with the requirements contained in the Policy, General Order, this NOA, and the Monitoring and Reporting Program (MRP, Attachment B of the General Order). Note that the General Order contains standard provisions, general requirements, and prohibitions that apply to all cannabis cultivation activities.
2. The Discharger shall notify Water Boards staff in writing of any proposed change in the method of wastewater disposal.
3. The application requires the Discharger to self-certify that all applicable Best Practicable Treatment or Control (BPTC) measures are being implemented, or will be implemented by the onset of the winter period (October 15-May 1 above 6,000 feet and November 15 – April 1, for cultivation sites at or below 6,000 feet), following the enrollment date. Dischargers that cannot implement all applicable BPTC measures by the onset of the winter period, following their enrollment date, shall submit to the appropriate Regional Water Board a *Site Management Plan* that includes a time schedule and scope of work for use by the Regional Water Board in developing a compliance schedule as described in Attachment A of the General Order.
4. The Discharger shall permit representatives of the Regional Water Board and/or the State Water Board, upon presentation of credentials, to:
 - i. Enter premises where cannabis is cultivated or processed, wastes are treated, stored, or disposed of, and facilities in which any records are kept.
 - ii. Copy any records required under terms and conditions of the General Order.
 - iii. Inspect at reasonable hours, monitoring equipment required by this General Order (as applicable).
 - iv. Sample, photograph, and/or video record any cultivation activity, discharge, waste material, waste treatment system, or monitoring device.
5. Water quality certification or waste discharge requirements may be required in accordance with either the Clean Water Act or the Porter Cologne Water Quality Control Act for any proposed excavation, fill, or dredging activities in surface waters. Examples include, but are not limited to, stream crossings, installation or replacement of culverts, and stream diversions. Additional information is located at: https://www.waterboards.ca.gov/laontan/water_issues/programs/clean_water_act_401.

6. Land disturbance of one acre or more not directly related to cultivation (i.e., infrastructure-related) may require coverage under the General Board Order No. 2009-0009-DWQ. Example activities include, but are not limited to, road construction, stream diversion, and building installation. See:
https://www.waterboards.ca.gov/lahontan/water_issues/programs/storm_water for details.

TECHNICAL REPORT REQUIREMENTS

The following technical report(s) shall be submitted by the Discharger as described below:

1. A *Site Management Plan* must be submitted by **January 26, 2019**, consistent with the requirements of General Order Provision C.1.a., and Attachment A, Section 5. Attachment D of the General Order provides guidance on the contents of the *Site Management Plan*.
2. A *Nitrogen Management Plan* must be submitted by **January 26, 2019**, consistent with the requirements of General Order Provision C.1.d., and Attachment A, Section 5. Attachment D of the General Order provides guidance on the contents of the *Nitrogen Management Plan*.
3. A *Site Closure Report* must be submitted 90 days prior to permanently ending cannabis cultivation activities and seeking to rescind coverage under the General Order. The *Site Closure Report* must be consistent with the requirements of General Order Provision C.1.e., and Attachment A, Section 5. Attachment D of the General Order provides guidance on the contents of the *Site Closure Report*.

MONITORING AND REPORTING PROGRAM

The Discharger shall comply with the Monitoring and Reporting Program (MRP). Attachment B of the General Order provides guidance on the contents for the annual reporting requirement. Annual reports shall be submitted to the Regional Water Board by **March 1** following the year being monitored. The Discharger shall not implement any changes to this MRP unless and until a revised MRP is issued by the Regional Water Board Executive Officer or the State Water Board Division of Water Quality Deputy Director, or the State Water Board Chief Deputy Director.

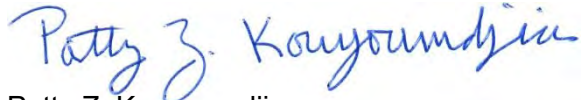
ANNUAL FEE

According to the information submitted, the discharge is classified as Tier 2, Low Risk, with the current annual fee assessed at \$1,000. The fee is due and payable on an annual basis until coverage under this General Order is formally rescinded. To rescind coverage, the Discharger must submit a Notice of Termination, including a *Site Closure Report* at least 90 days prior to termination of activities and include a final MRP report.

TERMINATION OF COVERAGE UNDER THE GENERAL ORDER & REGIONAL WATER BOARD CONTACT INFORMATION

Cannabis Dischargers that propose to terminate coverage under the Conditional Waiver or General Order must submit a Notice of Termination (NOT). The NOT must include a *Site Closure Report* (see Technical Report Requirements above), and Dischargers enrolled under the General Order must also submit a final monitoring report. The Regional Water Board reserves the right to inspect the site before approving a NOT. Attachment C of the General Order includes the NOT form, and Attachment D of the General Order provides guidance on the contents of the *Site Closure Report*.

Please notify us 30 days prior to commencing cultivation. Please direct all submittals, discharge notifications, and questions regarding compliance and enforcement to our office. We can be emailed at lahontan.cannabis@waterboards.ca.gov. Phone calls may be directed to me at (530) 542-5414 (patty.kouyoumdjian@waterboards.ca.gov) or Emily Cushman, Engineering Geologist, at (530) 542-5598 (emily.cushman@waterboards.ca.gov).



Patty Z. Kouyoumdjian
Executive Officer
Lahontan Regional Water Quality Control Board

cc: Louis Molina, Mono Environmental Health Department
Michael Draper, Planning Analyst, Mono County Community Development Department
Claire Ingel, Environmental Scientist, CA Department of Fish and Wildlife
Kevin Porzio, Senior Water Resource Control Engineer, Department of Water Quality,
State Water Resources Control Board
Emily Cushman, Engineering Geologist, Lahontan Regional Water Quality Control Board

Attachment E

Odor Mitigation Plan



Table of Content

Page 1:	Introduction of NCM services
Page 2-3:	Proposed odor control plan
Page 4:	Overhead Map
Page 5-8:	Cut sheet and photos of recommended vapor odor control system
Page 9-10:	Cut sheet and photo of Exhaust vent misting system
Page 11:	Cut sheet for HVAC odor control treatment



NCM Environmental Solutions goal is to provide the cannabis industry with company that will aid our clients from seed to sale and/or planning to operating phases by providing state of the art modeling and consulting services to evaluate the localized impacts of odors generated at cannabis operating facilities.

NCM specializes in odor control. Our parent company has over 25 years experience in designing and manufacturing odor control neutralizers at our manufacturing plant. Our neutralizer has two active parts of the product that play key roles in the neutralization of the malodors, fragrance and Metazene®. Metazene® is an odor neutralizing compound that directly interacts with malodors. Typical malodors, such as 'cannabis', 'fishy', 'putrid', or 'rancid', are made up of highly volatile aromatic compounds, meaning they tend to be the first aromas that you smell. Metazene® reacts with these compounds to form a complex ion that acts like a net to surround and envelopes the malodor. This complex ion becomes 'heavy' and less volatile resulting in the neutralization of the malodor. The fragrance is an odor masker. It is made up of various essential oils and nature identical aroma chemicals as well as some solvents to increase tenacity and longevity.

NCM also custom designs, installs and services odor control dispersion systems designed to disperse our neutralizer & neutralize odors before they become a nuisance. In addition to manufacturing neutralizers and delivery systems NCM offers modeling & consulting services to evaluate the localized impacts of odors generated at cannabis growing operations as well as dispensaries and facilities handling cannabis.

By implanting the proposed modeling services, odor control system and neutralizer our clients and municipalities will ensure that it is taking state of the art measures once only available in the waste industry to identify the dispersion of odors and implement the best practices to neutralize them.

To whom it May Concern.

The designed odor control plan is meant to ensure the proposed Marijuana Facility is following: Chapter 13 / Section 13.070 General Standards and Requirements section E. **Odor Control**.

Section E / 1 states:

“An odor mitigation plan is required to demonstrate that odors generated by the commercial cannabis activity shall not unreasonably impact adjacent properties and uses, or that odor mitigation measures are not applicable due to lack of cannabis related odor generation, location, or siting, design features or other factors.

Section E / 2 states: An odor mitigation plan shall ensure that cannabis odors are mitigated outside of the facility; on adjacent property or public right of way; on or about the exterior or interior common area walkways, hallways, breezeways, foyers, lobby areas, or any other areas available for use by common tenants or visiting public; or within any other unit located inside the same building as a commercial cannabis activity, and may include the following:

- i. Odor-control filtration and ventilation system(s) to control odors;
- ii. Devices and/or techniques incorporated into the facility or premise to mitigate the off-site detection of Cannabis odors.

https://monocounty.ca.gov/sites/default/files/fileattachments/planning_division/page/9862/ch. 13.pdf

The proposed cannabis facility will have 3 locations on site that have that could generate odors:

1. Main Greenhouse (Item # 9 on attached overhead view)
2. Second Greenhouse (item #6 on attached overhead view)
3. Drying, Processing & Storage Shed (item # 5 on attached overhead view)

NCM will work with the applicant to design a permanent system once all building layouts are complete. In regard to the outdoor grow area; NCM has designed a multi-zone odor control system. This unit will have 4 zones:

- North
- South
- East
- West

Each zone will be programmed to operate when the wind speed and wind direction variables that are programmed are met. This ensures no odor control product will get on the cannabis plants but more importantly it ensures that odors will be treated when the winds blow away from the plants potentially carrying the odors off site.

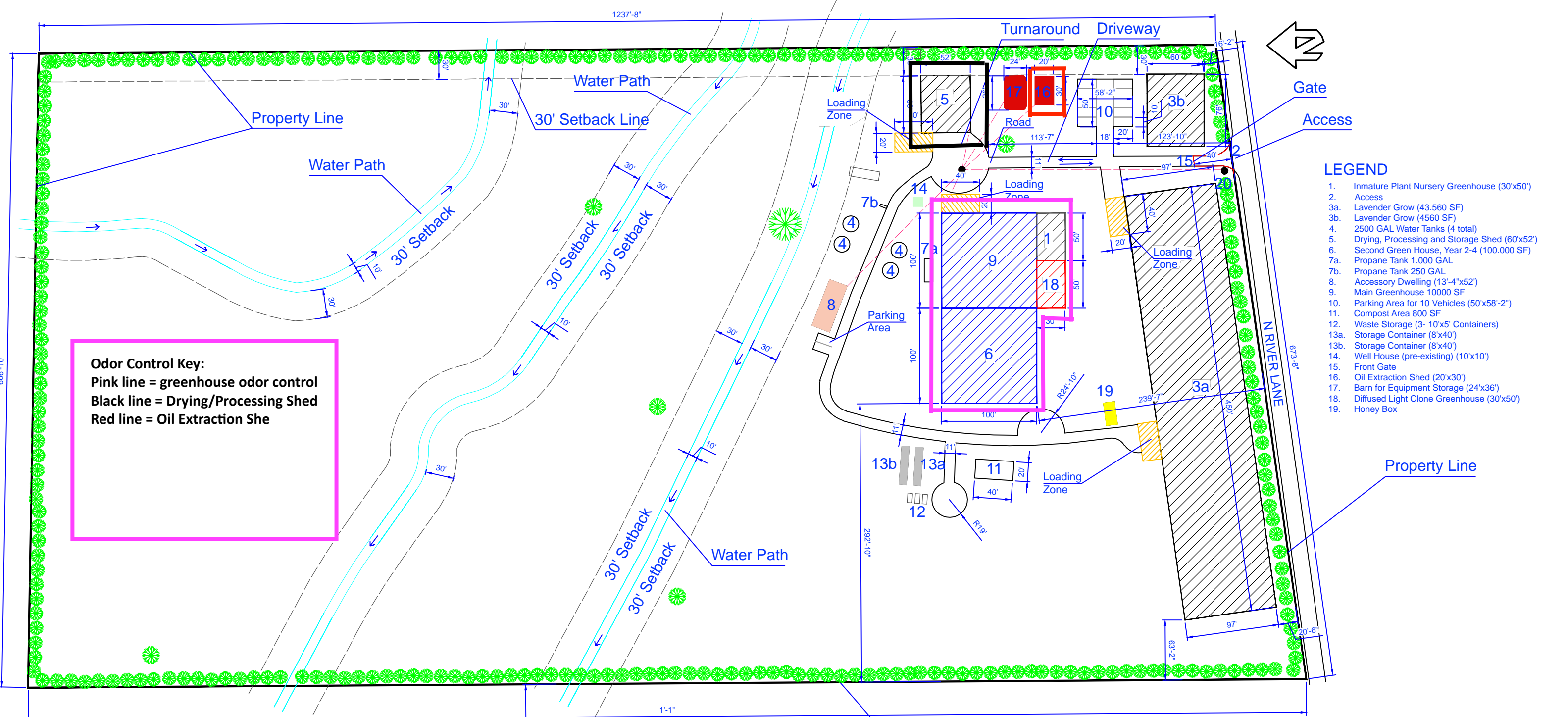
The proposed odor control neutralizer that will be dispersed from the selected odor control dispersion systems (once final site plans are chosen) will be used to ensure no fugitive odors escape the proposed location and potentially create a “nuisance” is manufactured in our chemical plant in Pittsburg, PA. Our products come with current SDS (MSDS) documentation.

The proposed odor control systems and products are being used throughout CA at Cannabis facilities as well as waste facilities where we treat odors associated with trash. Below are a few waste industry facilities in CA using our company’s technology and products:

- WM Palmdale Landfill
- City of Los Angeles Transfer Station and Lopez Cyn Landfill
- County of Santa Barbara Compost Yard
- Dublin San Ramon Waste Water Treatment Facility
- City of Los Angeles Hyperion Waste Water treatment plant

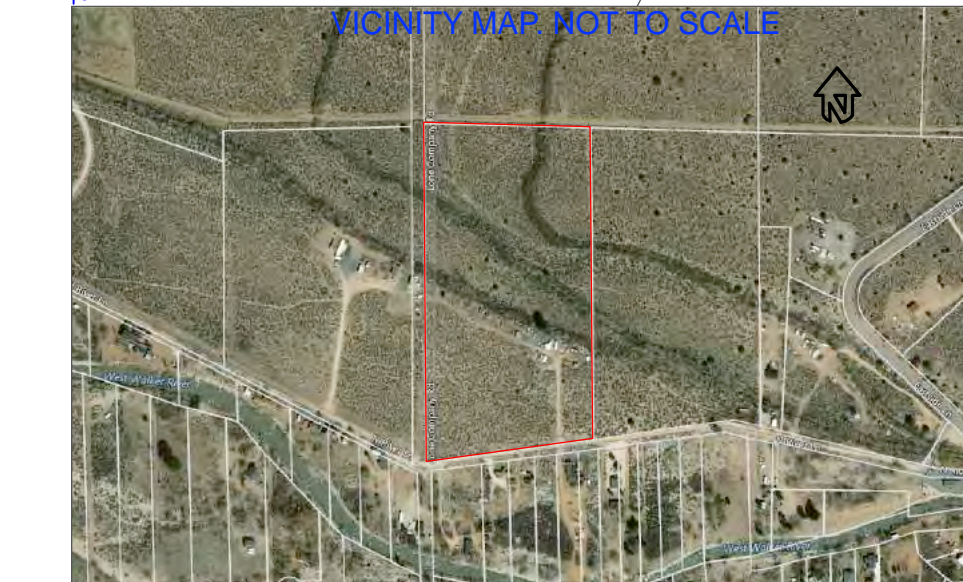
On the following pages you will see:

- Brief description of the services and capabilities that NCM offers the Cannabis Industry.
- Overhead layout of the proposed cannabis facility with notes showing where the proposed odor control system maybe located.
- Cut sheets of two recommended odor control systems for the greenhouse area (9, 1, 18 as marked on diagram) as well as processing / drying shed.
- Cut sheets of recommended odor control system for oil extraction shed.



Odor Control Key:
 Pink line = greenhouse odor control
 Black line = Drying/Processing Shed
 Red line = Oil Extraction She

- LEGEND**
1. Inmature Plant Nursery Greenhouse (30'x50')
 2. Access
 - 3a. Lavender Grow (43,560 SF)
 - 3b. Lavender Grow (4560 SF)
 4. 2500 GAL Water Tanks (4 total)
 5. Drying, Processing and Storage Shed (60'x52')
 6. Second Green House, Year 2-4 (100,000 SF)
 - 7a. Propane Tank 1,000 GAL
 - 7b. Propane Tank 250 GAL
 8. Accessory Dwelling (13'-4"x52')
 9. Main Greenhouse 10000 SF
 10. Parking Area for 10 Vehicles (50'x58'-2")
 11. Compost Area 800 SF
 12. Waste Storage (3- 10'x5' Containers)
 - 13a. Storage Container (8'x40')
 - 13b. Storage Container (8'x40')
 14. Well House (pre-existing) (10'x10')
 15. Front Gate
 16. Oil Extraction Shed (20'x30')
 17. Barn for Equipment Storage (24'x36')
 18. Diffused Light Clone Greenhouse (30'x50')
 19. Honey Box



Parcel No. (APN) 002-460-015-000
 Lot Area 816.239 SF
 Total Lot Coverage 118.500 SF 14.5%

**324 N RIVER LN
 COLEVILLE, CA 96107
 Scale: 1"=100'**






Nonaqueous Odor Control Chemicals Delivery System

Nonaqueous Odor Control Chemicals Delivery System (patent pending) is designed by NCM.

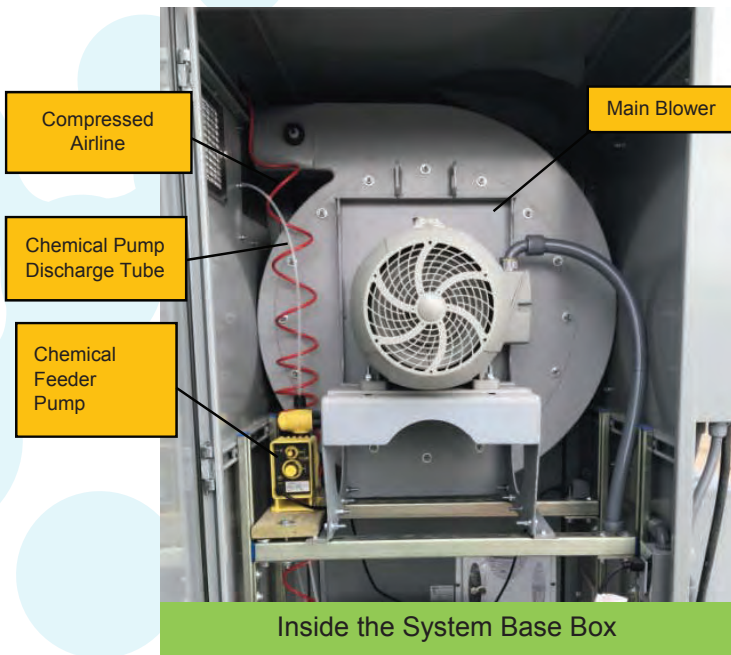
Vapor Odor Control System is designed for simplicity, dependability, and ease of operation. O&M requirements for the system are next to nothing comparing to water based systems. The system reliability system is ensured in any weather conditions from hot and humid to dry with freezing temperatures.

The system has been installed and successfully operating to keep our clients in compliance with regulatory odor control requirements throughout the United States.

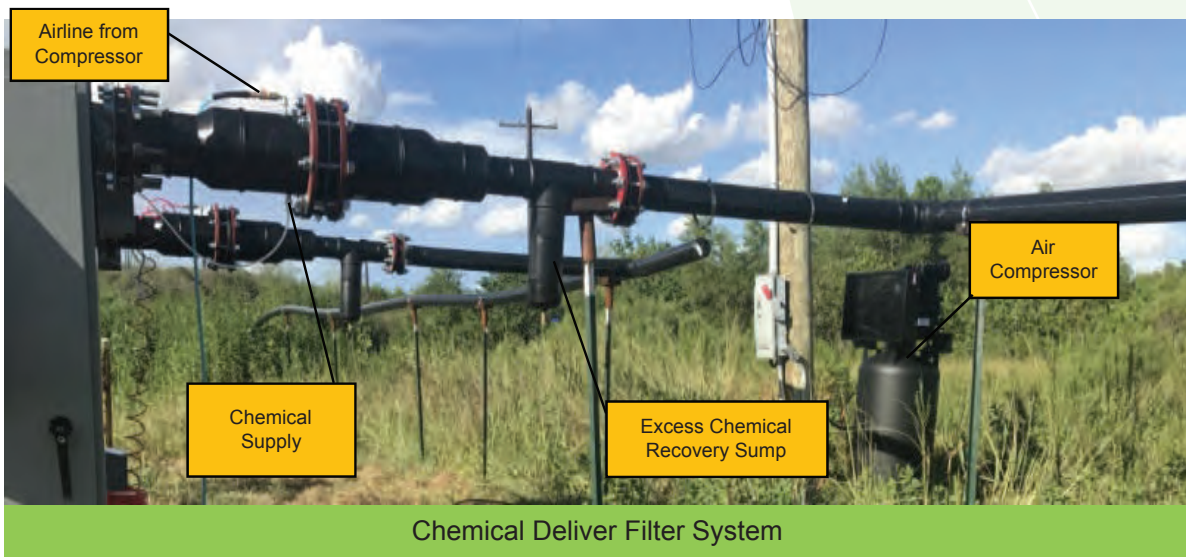


 NCM Environmental Solutions designs each system to meet clients' site specific needs. Each base station is manufactured based on the site specific design. The site specific design is developed based on the geographic location and climatological conditions, the odor causing area that requires odor control coverage, and facility specific conditions. The system can be developed for enclosed structures, structure ventilation systems, and for large open areas such as a landfill. The service area of the system can vary from a few 100 feet long coverage to 4,000 feet using a single base station.

Odor Control System Description



The machine box of the system base station includes a main air blower that supplies up to 1,200 cfm of pressured air. A chemical feeder pump supplies nonaqueous odor control chemical to the main airline using a high pressure (over 100 psi) air through the filter system. The filter system safely mixes the chemical into the main airflow generated by the blower. The amount of chemical supplied depends on the characteristics of the odor control chemical supplied by third parties. An excess chemical recovery sump is incorporated into the design to verify the ability of the odor control chemicals to vaporise. Ambient air pulled by the main blower is filtered to prevent particle build up in the system.



Vapor odor control system on ridge vent when vent is in open position



Vapor Odor Control System on ridge vent in closed position



Product: Odor Control System

Description: Trying to control odors being exhausted out of your greenhouse. This high pressure atomizing odor control system is a cost effective way to control odors. With two decades of experience treating odors in the garbage industry NCM is bringing our technology to the cannabis industry. System is water based and allow end user to mount nozzles to any size exhaust fan and comes with odor control injection pump allowing user to increase or decrease odor control solution as needed.

Standard Equipment:

- Min. 3 high pressure atomizing nozzles
- 110v/115v plug
- High pressure water pump
- Electric motor
- 50 micron bag filter
- Pressure unloaded
- Pressure switch
(protects system if water supply is interrupted)
- 7 day digital programmable timer
- Nema 4 control box

Optional Equipment:

- Solar operation
(includes solar panel and storage batteries)
- Motor start control switch.
Allows user to have odor control system turn on and off automatically as exhaust fan turns on / off.
- Additional nozzles to increase coverage from one exhaust fan to two.
- Additional high pressure hydraulic hose to extend coverage (required if additional nozzles are ordered).



Exhaust Fan Odor Control System



PROFESSIONAL DIFFUSERS FOR
ODOR NEUTRALIZATION AND
AMBIENT SCENTING

ROMASTYLER™
DIFFUSERS

Neutralize Odors ◊ Enhance Indoor Environments

Recommended option for storage / drying area



Controls odors and enhances indoor environments.

GAMMA

- Covers up to 63,000 cubic feet
- Stand alone or connect to HVAC
- Cold ultra-vapor mist
- Fully controllable output settings
- 3 programmable phases per day
- Easy-mount wall bracket
- Connection hardware included
- 12 volt DC / Electric

BETA

- Covers up to 21,000 cubic feet

ALPHA

- Covers up to 10,500 cubic feet

Selecting the right product for your application is an important process to ensuring your being a good neighbor. NCM and our team of chemists have designed a variety of odor control products for the different types of cannabis operations that our clients deal with. Our different lines neutralize odors associated with the extraction process, dispensaries as well as reception areas for indoor grow operations.



29350 PCH #6B
Malibu, CA 90265
www.ncmenvironmentalsolutions.com

Attachment F

Cultural Resource Information

A Class I Archival Review for the Proposed Colitas Parcel Project, Walker,
California

Prepared by

Michael Drews

Great Basin Consulting Group, LLC

Prepared For

Resource Concepts

340 N. Minnesota Street

Carson City, Nevada 89703

June 5, 2019



Introduction

Resource Concepts. contacted with Great Basin Consulting Group, LLC (GBCG) to provide a Class I archival review to identify known cultural resources in the vicinity of the Colitas Parcel project in Walker, California in compliance with the California Environmental Quality Act (CEQA). The proposed parcel covers approximately 20 acres 324 N. River Lane in Antelope Valley just north of the Walker River (Figure 1)

On April 30, 2019, GBCG submitted a data request to the Eastern Information Center, California State University, Sacramento under Permit #281. The record search extent covered a ½ mile radius surrounding the ¼ acre well parcel. The data request included:

- Mapped archaeological resource locations;
- Mapped report locations;
- Resource database printout;
- Report database printout;
- Copies of archaeological resource records;
- OHP historic properties directory;
- OHP determinations of eligibility;
- California Inventory of Historical Resources;
- Historic Maps;
- GLO and/or Rancho Plat maps.

Record Search Results

On May 3, 2019 EIC sent results of the record search via the postal service (ST-MNO-5178). Ten cultural resource studies have been conducted within a one-half mile radius of the project area (Table 1). None within the project Area. Four cultural resource overviews have been compiled for the vicinity. Six previous Class III cultural resource inventories have been conducted within a ½ mile radius of the project parcel.

Two cultural resources have been recorded within the one-half mile record search boundary, none within the project area (Table 2). Most of the resources are located on the alluvial fan well east of the project area. They consist of isolated artifacts. No properties are listed on the National Register of

Historic Places, Office of Historic Preservation Historic Property Directory, or the OHP Archaeological Determinations of Eligibility, or OHP Historic Properties Directory occur in the project area. There are no historic maps on file at the EIC for this area.

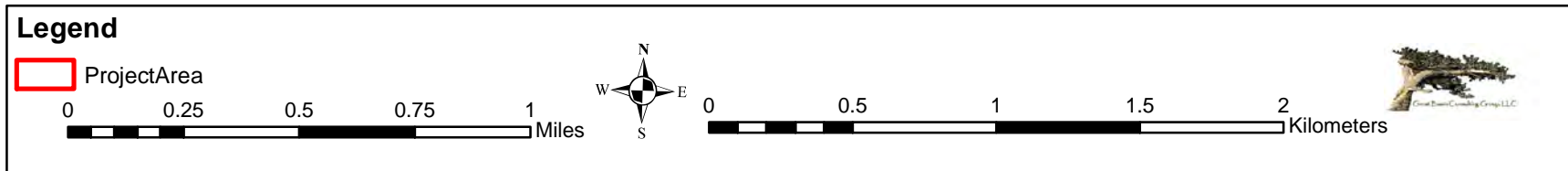
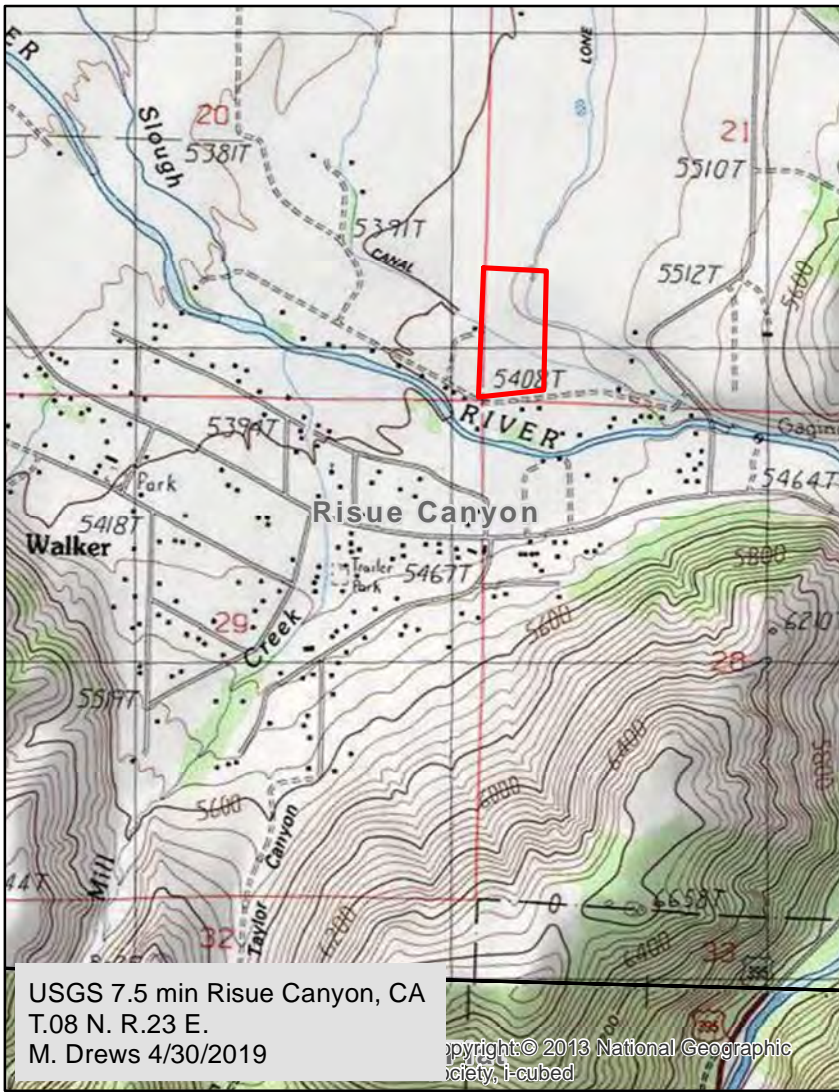


Figure 1. Project Location

Table 1. Cultural Resource Inventories within one-half mile of project area

Report Number	Other Number	Authors	Year	Title	Publisher	Type	Size	Resources
MN-00031	NADB-R - 1080621; Voided - MF-0507	BUSBY, COLIN, J.M. FINDLAY, and J.C. BARD	1979	A CULTURE RESOURCE OVERVIEW OF THE BUREAU OF LAND MANAGEMENT COLEVILLE, BODIE, BENTON, AND OWENS VALLEY PLANNING UNITS, CALIFORNIA PLUS AN ANNOTATED ANTHROPOLOGICAL AND HISTORIC BIBLIOGRAPHY	GREAT BASIN ASSOCIATES	Other research		
MN-00044	NADB-R - 1081068; Other - 072001 (E.A. #); Voided - MF-0926	YOUNG, DANIEL L.	1978	ARCHAEOLOGICAL RECONNAISSANCE SURVEY FROM VIRGINIA LAKES ROAD TO NEVADA STATE LINE	AUTHOR(S)	Archaeological, Field study	2270 Acres surveyed	26-000030, 26-000031, 26-000032
MN-00167	NADB-R - 1083854; Voided - MF-3495	BARKER, LEO R. and ANN E. HUSTON, EDITORS	1990	DEATH VALLEY TO DEADWOOD; KENNECOTT TO CRIPPLE CREEK. PROCEEDINGS OF THE HISTORIC MINING CONFERENCE, JANUARY 23-27, 1989, DEATH VALLEY NATIONAL MONUMENT	Division of National Register Programs National Park Service	Management/planning		
MN-00566	NADB-R - 1084158; Voided - MF-3745	HANEY, JEFFERSON W.	1992	WRITTEN IN BEDROCK: PREHISTORIC ACORN USE IN THE EASTERN SIERRA NEVADA				
MN-00833	BLM - CA-170-05-14	Whiteman, Erik, Robert Jackson, Jennifer Burns, Doug Edwards, Michael Taggart, and Steven Hilton	2005	Cultural Resources Inventory: Antelope Valley Fuels Reduction Project Mono County, California	Pacific Legacy, Inc.	Archaeological, Field study	620 Acres surveyed	26-000372, 26-004368, 26-004369, 26-004370, 26-004371, 26-004372, 26-004373, 26-004374, 26-004375, 26-004376, 26-004377, 26-004378, 26-
MN-00886		Holmes, Amy M.	2003	Intensive Cultural Resource Inventory of Two Drill Seeding Localities Within the Cannon Fire Area, Mono County, California	Pacific Legacy, Inc.	Archaeological, Field study	300 Acres surveyed	26-003861, 26-003862, 26-003863, 26-003864, 26-003865
MN-00890		de Barros, Philip	2000	Cultural Resources Survey and Assessment of a Cellular Phone Tower Emplacement and Associated Access Road Off Eastside Lane in Walker, Mono County, California	Professional Archaeological Services	Archaeological, Field study	0.3 Acres surveyed	26-003579
MN-00899	Other - Contract No. 53-0261-1-08, Task Order 12	Drews, Michael and Ingbar, Eric	2004	In-The-Black Archaeological Studies Volume I: GIS Data and Prehistoric Probability Models	Gnomon, Inc.	Other research		
MN-01053	Other - Contract No. 06A1106/Expenditure Authorization No. 06-0A7408	Laura Leach (Far Western), Paul Brady (Far Western), Jay King (Far Western), Pat Mikkelsen (Far Western), Libby Seil (Far Western), Lindsay Heston	2010	Cultural Resources Inventory of Caltrans District 9 Rural Conventional Highways in Inyo, Eastern Kern, Mono and Northern San Bernardino Counties, Summary of Methods and Findings	Far Western Anthropological Research Group, Inc., Davis, CA and JRP Historical Consulting, LLC	Archaeological, Architectural/historical, Field study	263.89 Miles x 0.02 Miles surveyed	
MN-01092		Jeremy Hall	2010	Archaeological Survey for Three Mono County Transportation Enhancement Projects	Gnomon, Inc.	Archaeological, Field study	2.5 Acres surveyed	

Table 2. Cultural Resources identified within one-half mile of the project area

Primary Number	Other ID	Age	Description	RecordingEvents	Reports
P-26-003579	Other - W-Iso-1	Prehistoric	Isolated Flake	2000 (Philip de Barros, Professional Archaeological Services)	MN-00890
P-26-005897	Other - IFM-01	Prehistoric	Millingstone Fragment	2009 (M. Darcangelo, Far Western)	

Petition Against the Proposed Colitas Farms Marijuana Growing Project

The following residents of Walker, Coleville, and surrounding communities of Mono County, CA strongly oppose the issuance of an Operations Permit to the applicant Colitas Farms, located at 324 North River Lane for the following reasons:

- Decreased quality of life due to foul odors emitted from the crop and processing
- Security and safety issues for the residents, no local law enforcement in our vicinity (at least 45 min away)
- Visual blight of a large industrial complex directly adjacent to homes (two 10,000 sq. ft. metal buildings, with a height of 21.8 feet, along with other surrounding out buildings)
- Increased traffic on a private, narrow, non- county maintained road
- Decreased property values
- Negative impacts on local water table (usage of over 1.2 million gallons/year drawn from well)

Although this property is zoned agricultural, it and the surrounding parcels, have only been used historically as residential properties. This proposed industrial complex is not really agriculture as we know it in the valley and will not help retain the rural environment and scenic beauty of the Antelope Valley.

Our valley is a large agricultural area with more appropriate options available.

We do not support the Colitas Farms project at this location.

Name:

Address:

- | | | |
|-----|--------------------------|--|
| 1. | <u>Marilyn D Summers</u> | <u>116 116 Hwy 395 Topay, Ca 96133</u> |
| 2. | <u>Tom Summers</u> | <u>116 116 Hwy 395 Topay Ca.</u> |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |
| 6. | _____ | _____ |
| 7. | _____ | _____ |
| 8. | _____ | _____ |
| 9. | _____ | _____ |
| 10. | _____ | _____ |

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Name:

Address:

1. Nancy Boardman 45 N. River Lane, Coleville, CA 96107
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

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Name:

Address:

1. Dennis W. Patton 1135 Eastside Lane Coleville CA 96107
2. Dan Patton 1135 EASTSIDE LANE COLEVILLE CA 96107
3. Paul Verbit 108952 Hwy 395 #31 CA
4. Mary Roeser 746 N. River Lane, Coleville, CA 96107
5. Kim B. Roeser 746 N. RIVER LANE, COLEVILLE, CA 96107
6. Jennifer Roeser 2990 McGee Creek Rd, Crowley Lake, CA 93546
7. Lee B. 2990 MCGEE CREEK RD, CROWLEY LAKE CA 93546
8. Berry Roeser 745 N. River Ln. Coleville, CA 96107
9. Mike Elam 745 N. River Lane, Coleville, CA
10. _____

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Name:

Address:

1. Maryl Roeser 746 North River Lane, Coleville, CA 96107
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

January 1, 2020

Petition Against the Proposed Colitas Farms Marijuana Growing Project

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Name:

Address:

1. Jessie Engelbert 27155 E Hwy 26 Linden, CA 95236
2. Matt Engelbert P.O. Box 731 Linden, CA 95236
3. Rial Engelbert 27155 E Hwy 26 Linden CA. 95236
4. Mark Engelbert 141 St 3rd (Balluga Ca, 93920
5. Connie Engelbert P.O. Box 239, Linden, Ca 95236
6. _____
7. _____

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Name:

Address:

1. Jahn Wise Tapaz Lake
2. Donna Roberts 2712 Cunningham Coleville, CA.
3. Marian Kayton Eastside Ln. Coleville, CA
4. Jerry VanderBrake US 395 COLEVILLE CA
5. Debra VanderBrake 109132 Hwy 395 Coleville
6. Clark Roberts 2772 Cunningham Coleville, CA 96107
7. Jaqueline R. Hahn 594 Mendocino St. Coleville, CA
8. Wendy Barton 395 Coleville
9. Vi Moldenkauer 287 Pines Rd. Coleville, CA 96107
10. _____

January 1, 2020

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We do not support the Colitas Farms project at this location.

Name:

Address:

- Theresa Underwood*
1. Theresa Underwood 512 N. River Ln Coleville
RT Capt
 2. Robert Carpenter 512 N RIVER LN Coleville
 3. Randy Dawn, Darryl Dawn 1410 Ski Run Blvd S. Lake Tahoe
 4. Steven Raney 1410 SKI Run Blvd., S. Lake Tahoe
Steven Raney
 5. Naten Lodea Coleville CA
 6. Dora Johnson Walker CA

January 1, 2020

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Name:

Address:

1. Raul Saldivar 88 S BUCKEYE RD
2. Seth Gilmore 149 Mill Creek Drive Coleville CA 96107
3. Agnes M'Country 365 - N. River Ln Walker
4. Clinton Ashley 260 Mill Creek Dr. Walker
5. Desara 149 Mill Creek Dr Walker
6. JAMES MILLS James Mills 95 SIERRA VIEW ST BRIDGEPORT CA 93517

January 1, 2020

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Name:

Address:

1. Stephen E. Waldon 1189 East Side Ln, COLEVILLE, CA
2. KRISTINE M. WALDON 1189 EASTSIDE LN, COLEVILLE, CA
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

January 1, 2020

Petition Against the Proposed Colitas Farms Marijuana Growing Project

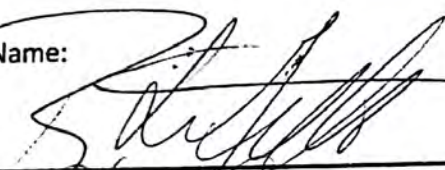
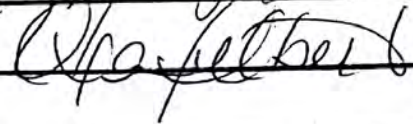
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Name:	Address:
1. 	251 Crawley Lane Coleville
2. 	251 Crawley Lane Coleville
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____

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Name:

Address:

1. Sandra Bero 108952 Hwy 395 # Coleville 96107
2. Floyd J. Bero 108952 Hwy 395 #13 Coleville 96107
3. Ruth Ricks 701 Meadow Dr Coleville, Ca 96107
4. Shirley J. Ricks 701 Meadow Dr. Coleville Ca 96107
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

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Name:

Address:

1. Betty Wellers
2. Jessie Johnson
3. Manny Ramirez
4. Karen Donahue 747 N River Ln.
5. Kathy Padgett 115 Mule Deer Rd.
6. _____
7. _____
8. _____
9. _____
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Name:

Address:

1. Greg Ronald 148 MEADOW DRIVE, COLEVILLE CA 96107
2. Eric Woods 90509 US #395 Bridgeport CA 93517
3. Bryan Walters 107537 US HWY 395 WALKER code 96107
4. Kathy Miller 106833 Hwy 395 Walker CA
5. Michele Drew Many 2258 Eastside Lane Coleville 96107
6. Eileen Gargana 111419 US HWY 395 #B COLEVILLE 96107
7. Chris Beesley 911391 US HWY 395 COLEVILLE 96107
8. Betty Camp Hwy 395 Coleville 96107 (CALIE)
9. Mark Mooneyham 373 Riverut Coleville, CA 96107
10. _____

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Name:

Address:

1. Brian MARQUETTE 115548 US HWY 395, Topaz, CA 96133
2. Randy Walker 1052 E. Mono Lake Dr., Mono City, 93541
3. DAVID HUGGANS 105 HUGGANS LN. BRIDGEPORT, CA 93517
4. Matthew Hussman 171 Cunningham Ln. Coleville CA ⁹⁶¹⁰⁷ ~~96133~~
5. James McKnesht 503 N RIVER LN Coleville CA 96107
6. [Signature] 503 RIVER LN Coleville CA 96107

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Name:

Address:

1. Dennis Easley 234 Pine nut Rd Coleville, CA 96107
2. ~~Dennis Easley~~ 234 Pine nut Rd Coleville, CA 96107
3. Amber Jayne 234 Pine nut Rd Coleville, CA 96107
4. Michael Jayne 234 Pine nut Rd Coleville, CA 96107
5. _____
6. _____

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Name:

Address:

1. Leannette Kite 26 HFU Cr #8
Coleville Ca Coleville
2. Janet Kite 26 HFU Circle #6 Ca. 96101
3. Joyce Gude 26 HFU Circle #7 Coleville
Ca
4. Mary 106472 US Hwy 395 Coleville
5. Jessie Murray 106472 Hwy 395 Coleville, CA
6. Alan Hoff 106452 HW 395 Walker

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Name:

Address:

1. Les Bates PO Box 9981 Tahoe Valley Ca, 96158
2. Kevin Sullivan 1292 Larson Ln Coleville CA 96107
3. Chad Casanova 209 PINON PL COLEVILLE
4. David Newman 189 Patricia Lane. 96107
5. Jeff Conner 50 Mill me L Dr Coleville
6. Sage Garcia 1292 Larson Ln Coleville CA 96107

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Name:

Address:

1. Paul Phelps 106865 Hwy 395 #19
2. CHAS TAYLOR 1574 LARSON LN COLEVILLE, CA 96107
3. TIM SULLIVAN 51 HUGGANS LANE BRIDGEPORT CA 93517
4. Paul Phelps 447 North River Lane
5. PAUL PHELPS 432 PATRICIA LANE Coleville CA -
6. R. J. PADGETT 115 MULE DEER RA. COLEVILLE, CA 96107

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Name:

Address:

1. John J. Diverney 525 EAST SIDE RD
2. RONALD ELDEN KULLER 107537 US Hwy 395 #5
3. John R. Rumbert 115022 Hwy 395 TOPAZ
4. Rich Malekos 599 mill Creek
5. SCOTT MOORE 279 N. RIVER LANE
6. MIKE SAKANE 279 N. RIVER LANE

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Name:

Address:

1. James Ricketts 701 Meadow Dr. Coleville CA 90107
2. Kelly Vannoy N. 395 Mill Creek #6
3. Kristine Herberhoff 143 Western Dr Coleville CA
4. Nancy Lewis 360 Meadow Dr. Walker CA
5. Dan Guir 472 Meadow Dr Coleville Ca
6. ghhwte 80100 Hwy 395 Bridgeport Ca

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Name:

Address:

1. Dwain Chichester 110554 Hwy 395 96107
2. Angelina Martinez 1451 Agack Rd A#B 99444
3. BECKY LAMBERT 111598 Hwy 395 Coleville CA 96107
4. LORRAINE DUNCAN 341 Meadow Dr. Coleville, Calif.
5. Agnes McCourtney 365 N. River Ln Coleville CA
6. Colleen Jones 1292 Larson Ln Coleville

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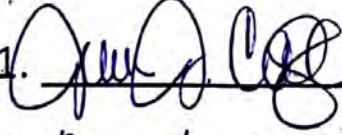
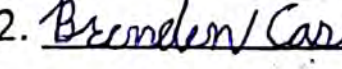

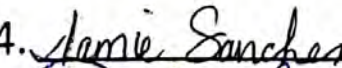
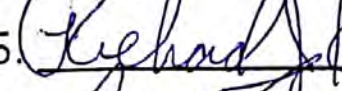
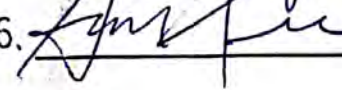
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Name:

Address:

1.  Jenna Casanova 209 Pinon Pl. Coleville, CA 96107
2.  Brenden Casanova 209 Pinon Pl Coleville, CA 96107
3.  Brandon Holte 493 Mule Deer Coleville CA 96107
4.  Jamie Sanchez 428 Meadows Dr Coleville CA 96107
5.  Richard Jensen 239 Millcreek Dr. Walker^{Co} 96107
6.  Lynn Fie North River Rd Walker CA 96107

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Name:

Address:

- | Name: | Address: |
|------------------------------|------------------------------------|
| 1. <i>Jeana A. Pilleland</i> | <i>307 N River Ln Coleville CA</i> |
| 2. <i>D. Holt</i> | <i>307 N River Ln Coleville CA</i> |
| 3. | |
| 4. | |
| 5. | |
| 6. | |
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Name:	Address:
1. <u>Gisela Wunzburger</u>	<u>78 Dorsey Lane</u>
2. <u>Paul Wunzburger</u>	<u>78 Dorsey Lane</u>
3. <u>D. Hornsby</u>	<u>116 Dorsey</u>
4. <u>J. Howard</u>	<u>116 Dorsey Ln.</u>
5. _____	_____
6. _____	_____
7. _____	_____
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We do not support the Colitas Farms project at this location.

Name:

Address:

1. Betty Jo Brown 660 meadow Dr. Coleville CA
2. Redney Brown 660 meadow DR coleville CA 96107
3. CS Haramis CS Haramis 967 N. RIVER LN., WALKER
4. ALISSA HARAMIS 967 NORTH RIVER LANE 96107
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Petition Against the Proposed Colitas Farms Marijuana Growing Project

The following residents of Walker, Coleville, and surrounding communities of Mono County, CA STRONGLY oppose the issuance of an Operations Permit to the applicant Colitas Farms, located at 324 North River Lane for the following reasons:

- Decreased quality of life due to foul odors emitted from the crop and processing
- Security and safety issues for the residents, no local law enforcement in our vicinity (at least 45 min away)
- Visual blight of a large industrial complex directly adjacent to homes (two 10,000 sq. ft. metal buildings, with a height of 21.8 feet, along with other surrounding out buildings)
- Increased traffic on a private, narrow, non- county maintained road
- Decreased property values
- Negative impacts on local water table (usage of over 1.2 million gallons/year drawn from well)

Although this property is zoned agricultural, it and the surrounding parcels, have only been used historically as residential properties. This proposed industrial complex is not really agriculture as we know it in the valley and will not help retain the rural environment and scenic beauty of the Antelope Valley.

Our valley is a large agricultural area with more appropriate options available.

We DO NOT support the Colitas Farms project at this location.

Name:

Address:

1. Lynn L. Schreiner 594 Meadow Dr., Coleville, CA 96107

2. Brian R. Schreiner 594 Meadow Dr., Coleville, CA 96107

3. _____

4. _____

5. _____

6. _____

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8. _____

9. _____

10. _____

Petition Against the Proposed Colitas Farms Marijuana Growing Project

The following residents of Walker, Coleville, and surrounding communities of Mono County, CA strongly oppose the issuance of an Operations Permit to the applicant Colitas Farms, located at 324 North River Lane for the following reasons:

- Decreased quality of life due to foul odors emitted from the crop and processing
- Security and safety issues for the residents, no local law enforcement in our vicinity (at least 45 min away)
- Visual blight of a large industrial complex directly adjacent to homes (two 10,000 sq. ft. metal buildings, with a height of 21.8 feet, along with other surrounding out buildings)
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Our valley is a large agricultural area with more appropriate options available.

We do not support the Colitas Farms project at this location.

Name:

Address:

- | | | |
|-----|---------------------|--------------------------------------|
| 1. | <u>Janis W Byrd</u> | <u>903 N. River Lane, Walker CA</u> |
| 2. | <u>Nyle L Byrd</u> | <u>903 N. River Lane, Walker, CA</u> |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |
| 6. | _____ | _____ |
| 7. | _____ | _____ |
| 8. | _____ | _____ |
| 9. | _____ | _____ |
| 10. | _____ | _____ |

January 1, 2020

Petition Against the Proposed Colitas Farms Marijuana Growing Project

The following residents of Walker, Coleville, and surrounding communities of Mono County, CA strongly oppose the issuance of an Operations Permit to the applicant Colitas Farms, located at 324 North River Lane for the following reasons:

- Decreased quality of life due to foul odors emitted from the crop and processing
- Security and safety issues for the residents, no local law enforcement in our vicinity (at least 45 min away)
- Visual blight of a large industrial complex directly adjacent to homes (two 10,000 sq. ft. metal buildings, with a height of 21.8 feet, along with other surrounding out buildings)
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Our valley is a large agricultural area with more appropriate options available.

We do not support the Colitas Farms project at this location.

Name:

Address:

1. Jay Joseph Knowles Ranch 470 Lone Company Rd. Coleville
2. Dena Mattice 48 Peoples Lane / 470 Lone Company Rd. Coleville, CA ^{Yerington NV}
3. John E Mattice 48 Peoples Lane Yerington NV 89447
4. Josie Mattice 48 Peoples Lane Yerington NV 89447
5. Crystal Mattice 107 Jugs Circle Yerington NV 89447
6. Dennis Joseph 2100 Lovelace Way Carson City, NV 89706
7. KATHY Streetor 2700 Lovelace Way Carson City, NV 89706
8. Donna F. Hartley 5 Grant View Dr Smith NV 89430
9. Sallie Joseph 470 LONE COMPANY Rd. Coleville, CA 96100
10. * all either related or affiliated with the
KNOWLES RANCH, 470 LONE COMPANY
Rd, COLEVILLE

'Dead Skunk' Stench From Marijuana Farms Outrages Californians



By **Thomas Fuller**

Dec. 19, 2018

CARPINTERIA, Calif. — They call it fresh skunk, the odor cloud or sometimes just the stink.

Mike Wondolowski often finds himself in the middle of it. He may be on the chaise longue on his patio, at his computer in the house, or tending to his orange and lemon trees in the garden when the powerful, nauseating stench descends on him.

Mr. Wondolowski lives a half-mile away from greenhouses that were originally built to grow daisies and chrysanthemums but now house thousands of marijuana plants, part of a booming — and pungent — business seeking to cash in on recreational cannabis, which has been legal in California since January.

“If someone is saying, ‘Is it really that bad?’ I’ll go find a bunch of skunks and every evening I’ll put them outside your window,” Mr. Wondolowski said. “It’s just brutal.”

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When Californians voted to legalize recreational marijuana in 2016, there were debates about driving under the influence and keeping it away from children. But lawmakers did not anticipate the uproar that would be generated by the funk of millions of flowering cannabis plants.

As a result of the stench, residents in Sonoma County, north of San Francisco, are suing to ban cannabis operations from their neighborhoods. Mendocino County, farther north, recently created zones banning cannabis cultivation — the sheriff’s deputy there

says the stink is the No. 1 complaint.



Cannabis buds on plants at New Family Farm in Sebastopol, Calif. Jim Wilson/The New York Times

In Santa Barbara County, cannabis growers confronting the rage of neighbors are spending hundreds of thousands of dollars installing odor-control systems that were designed for garbage dumps.

The smell from commercial cannabis farms, which brings to mind a mixture of rotting lemons and sulfur, is nothing like the wafting cloud that might hover over a Phish show, pot farm detractors say.

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“It’s as if a skunk, or multiple skunks in a family, were living under our house,” said Grace Guthrie, whose home sits on the site of a former apple orchard outside the town of Sebastopol. Her neighbors grow pot commercially. “It doesn’t dissipate,” Ms. Guthrie said. “It’s beyond anything you would imagine.”

When cannabis odors are at their peak, she and her husband, Robert, sometimes wear respirators, the kind one might put on to handle dangerous chemicals. During Labor Day weekend, relatives came to stay at the house, but cut short their visit because they couldn't stand the smell.

"I can't be outside more than 30 minutes," Mr. Guthrie said of peak odor times, when the cannabis buds are flowering and the wind sweeps the smell onto his property. "The windows are constantly closed. We are trapped inside. There's no escape."



Britt Christiansen and her neighbors in Sonoma County banded together and sued the operators of a local pot business over the smell. Jim Wilson/The New York Times

After nearly one year of recreational sales in California, much of the cannabis industry remains underground. Stung by taxes and voluminous paperwork, only around 5 percent of marijuana farmers in the state have licenses, according to Hezekiah Allen, the executive director of the California Growers Association, a marijuana advocacy group. Sales of legal cannabis are expected to exceed \$3 billion this year, only slightly higher than medical marijuana sales from last year. Tax revenues have been lower than expected, and only about one-fifth of California cities allow sales of recreational cannabis. The dream of a fully regulated market seems years off.

The ballot measure legalizing recreational marijuana passed in 2016 with a comfortable majority of 57 percent. Many of those complaining about cannabis odors say they were among those who supported it. They just don't want it stinking up their property, they say.

"Just because you like bacon doesn't mean you want to live next to a pig farm," said Lynda Hopkins, a member of the Sonoma County Board of Supervisors, whose office has been inundated with complaints about the smell.

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The odor question is also roiling local politics.

Marijuana businesses in Carpinteria recently donated \$28,000 worth of lab equipment to Carpinteria High School, according to Philip Greene, the chief of operations for Ever-Bloom, a cannabis producer that helped coordinate the donation. The high school is flanked by cannabis greenhouses that have sent odors wafting in. In the past two years, students have complained of headaches, parents have grown [angry](#) and the high school has had to warn visiting sports teams that they might encounter the odor.

The donation has not yet been made public, but is seen by some as an effort to offset the damage done by the stench. In an interview, Maureen Foley Claffey, a member of the Carpinteria School Board, said it would send a “confusing and problematic” message to students to accept it. Ms. Claffey lashed out at the superintendent, Diana Rigby, for soliciting donations from the cannabis industry at a time when members of the community are battling the stink.



A Nasal Ranger, a device that measures the odors in the air. It is in use in Colorado, the first state to legalize recreational marijuana.
Dave Kolpack/Associated Press

“Are we that desperate for cash that we are willing to take it from anyone without regard to the source and the message?” she said. “I guess money talks.”

Ms. Rigby, the superintendent, did not return phone calls or email requesting comment.

In Sonoma County, hearings on cannabis ordinances at the board of supervisors overflow with representatives from the cannabis industry, who wear green, and angry residents, who wear red.

Of the more than 730 complaints Sonoma County has received about cannabis this year, around 65 percent are related to odor, according to Tim Ricard, the county's cannabis program manager.

"There's been a tremendous amount of tension in the community," said Ms. Hopkins, the Sonoma supervisor. "If I had to name an ice-cream flavor for cannabis implementation it would definitely be rocky road."

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Cannabis executives recognize that pot grows can be odorous, but say their industry is no different from others that produce smells.

"You have a smell issue that sometimes can't be completely mitigated," said Dennis Hunter, a co-founder of CannaCraft, a large marijuana business based in Santa Rosa in Sonoma County. "But we have dairy farms here in the area or crush season for the vineyards — there's agricultural crops, and a lot of them have smells."

Britt Christiansen, a registered nurse who lives among the dairy farms of Sonoma County, acknowledges that her neighborhood smells of manure, known locally as the Sonoma aroma.

But she says she made the choice to live next to a dairy farm and prefers that smell to the odor that drifted over from the marijuana farm next door to her house.

"We opened the door and the smell kicked us in the face," Ms. Christiansen said. Her neighbors banded together in October and sued the operators of the pot business; the case is ongoing.

One problem for local governments trying to legislate cannabis odors is that there is no objective standard for smells. A company in Minnesota, St. Croix Sensory, has developed a device called [the Nasal Ranger](#), which looks like a cross between a hair dryer and a radar gun. Users place the instrument on their nose and turn a filter dial to rate the potency on a numerical scale. Charles McGinley, the inventor of the device, says a Level 7 is the equivalent of "sniffing someone's armpit without the deodorant — or maybe someone's feet — a nuisance certainly."

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A Level 4, he said, is the equivalent of a neighbor's freshly cut grass. "It could still be a nuisance, but it wouldn't drive you away from your front porch," Mr. McGinley said.

Standing next to a flowering cannabis bud, the smell would easily be a Level 7, Mr. McGinley said.

The Nasal Ranger is in use in Colorado, the first state to legalize recreational marijuana, but California counties and cities are still struggling with the notion that smells are subjective.

Ever-Bloom in Carpinteria is one of a number of marijuana businesses that have invested hundreds of thousands of dollars to mitigate the stink. Two previous systems failed, but the current one, modeled on devices used to mask the smell of garbage dumps,

sprays a curtain of vapor around the perimeter of the greenhouses. The vapor, which is made up of essential oils, gives off a menthol smell resembling Bengay.

Dennis Bozanich, a Santa Barbara County official charged with cannabis implementation who has become known as the cannabis czar, says the essential oil odor control has been largely successful. But not every grower can afford to install it.

On weekends, Mr. Bozanich becomes a cannabis odor sleuth, riding his bicycle through Carpinteria sniffing the air for pot plants. He recently drove through the area with a reporter, rolling down the windows on a stretch of road with cannabis greenhouses. He slowed the car and puzzled over where a cannabis odor was coming from.

"I've got one stinky location right here and I can't quite figure it out," he said.

His description of the stink?

"Dead skunk."



[Comments 340](#)

['Dead Skunk' Stench From Marijuana Farms Outrages Californians](#)[Skip to Comments](#)

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Jan McKnight jan7lorene@yahoo.com

To All Supervisors in Mono County,

It certainly is hard to believe that I am having to write this email to you about this Commercial Marijuana Grow and processing plant being issued a Operation Permit on our quiet little road. How can it possibly be allowed when it will destroy the life we all have here!! Most of us on the road live a quiet peaceful life on the Walker River, there are only a few properties accross the road from the river. People have been living here since the 1940's and maybe even before that, many of these river front properties and small ranch type properties, have been handed down through many generations! We purchased our home over 5 years ago and have put our life savings into it, making it a nice home for us to live out the rest of our years. I am retired and though my husband is still working for Cal Trans in Bridgeport, he is only a few years away from retirement. We do not have the MONEY to MOVE or to DRILL a new WELL, when these thoughtless people of Colitas Farms use all the ground water!! I can't even imagine looking out my front windows and seeing two 22 ft high, 10,000 square foot buildings, we live just accross the road at the far end of their property! We would also have to live with the noise of Fans, Heaters and Air Conditioners running around the clock, 7 days a week! I am home most of the time due to health issues and I can't even think about it, we moved here for the peace and quiet and serenity of living on the River. We will not even be able to sell our home because who would want to live across from a FACTORY!

So these are my questions to you:

Who will pay for a new WELL for us?

Who will buy our home when we no longer can stand the noise and air pollution?

Who will give us security protection when bad people start coming around here to figure out how to steal the huge amount of marijuana being grown there and possibly trying to break into surrounding homes? MANY OF US ARE OLDER RETIRED PEOPLE, INCLUDING SEVERAL OLDER WIDOWS, YOU ARE PUTTING OUR LIVES IN DANGER!!

THIS IS NOT THE RIGHT PLACE FOR THIS PROPOSED COMMERCIAL GROW, THIS IS A QUIET NEIGHBORHOOD WITH 17 PRIVATE HOMES ON IT! THE PROPOSED WATER USAGE IS BEYOND WHAT THE GROUND WATER CAN HANDLE!!

I hope and pray you will stop this Permit!

Sincerely,
Janis McKnight
503 N River Lane
Coleville, Ca

Board of Supervisors
c/o Clerk of the Board
PO Box 715
Bridgeport, CA 93517

Jan, 13, 2020

Dear Mono County Supervisors,

I am writing to express my opposition to Colitas Farms establishing a marijuana growing operation in Walker.

I call your attention to the Cali Kosher farms in Patterson, Ca which operates a farm very similar to what Colitas Farms is proposing. The Cali Kosher farm has been targeted by armed robbers and security guards assaulted on more than one occasion. At around 1:30AM on December 29, security cameras show 12 heavily armed robbers at Cali Kosher. It took the sheriff's SWAT team 30 minutes to arrive and drive the suspects off. Two AK-47s, an AR-15 and several handguns were recovered. How long will it take the Mono County SWAT team to get to Walker?

The proposed Colitas Farms property is located adjacent to a residential neighborhood and will absolutely put the residences of Walker at risk.

I am sure you are well aware of the many additional concerns about the proposed location of Colitas Farms.

Please do not support the Colitas Farms in our valley.

Sincerely,

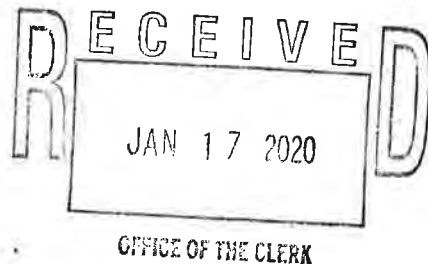


Lynn L. Schreiner



Brian Schreiner

594 Meadow Dr.
Coleville, CA 96107



14 January 2020

Dear Supervisor Peters,

As a long time resident of Antelope Valley and North River Lane, I am writing to state my adamant opposition to the permitting of the proposed Colitas Farms cannabis growing and manufacturing project located at 324 N. River Ln., in Coleville, Ca. for the following reasons. The proposed permit would impose a negative impact, decreased quality of life, and would ultimately jeopardize the public health, safety and welfare of the residents, property owners and neighbors of N. River Ln. and adjacent Walker.

1. The strong foul odors would radically decrease the quality of life on this lane and the surrounding areas. There are well over 200 homes located within a one mile radius from this proposed project, including the town of Walker.
2. The imposed visual blight of the two large commercial 10,000 square foot metal buildings (with 24 hour a day fans) approximately 22 feet high potentially permitted on a narrow private road adjacent to other residences is completely incompatible and nonconforming to the area. In spite of the agricultural zoning of the small parcel of 19 acres, a large commercial cannabis growing and manufacturing business is not compatible with the surrounding residences and properties.
3. North River Lane is a private easement road through the private properties on the lane, and is a 20 foot wide (at most), unpaved, unmaintained, non county road. Mono County is considering the permitting of the Colitas Farms commercial complex on this private lane, and has allocated 14 parking places, projecting the increased commercial and employee use and traffic per day, 365 days a year. This commercial use permitting and the associated traffic is not compatible with the private road and the road safety of its residents.
4. There are huge unaddressed public health and safety issues with no nearby law enforcement (the closest is 45 plus minutes away) regarding the proposed Colitas Farms cannabis growing and manufacturing commercial business, including increased traffic with employee housing and additional employees involved in harvesting and oil production, in addition to the daily commercial business traffic.
5. There will be a detrimental effect on property values on North River Lane as well as surrounding areas.
6. The lowering water table is a very big concern for residents and property owners in the area. Several residents of N. River Ln. have already had to replace their wells at a big cost. The proposed Colitas Farms cannabis grow will be a big water user.

In addition, what health and safety regulations are in place now in Mono County to protect the public health, safety and welfare of its residents and businesses, in regards to the proposed permitting of a commercial cannabis growing and manufacturing business (the establishment of a public nuisance) adjacent to residences and the town of Walker on a private road?

Thank you for your time.

Sincerely,

Kerry E. Roeser
745 N. River Lane
Coleville, CA 96107
sierralight@schat.com

sheri horvath sherihorvath@gmail.com

Letter to Board of Supervisors,

We are asking that you seriously consider the quality of life here in Walker when you decide on the issue of the Colitas Farm Growing Project.

We've been reading numerous articles about the horrible smell that comes from this kind of crop. Residents are not able to sit outside at times due to the stench and are unable to keep the smell from entering their homes. I cannot imagine not having the option to open my windows for our nice clean air. It's bad enough when we have fires that prevent us from our clean air. A friend of mine had a dairy move into his neighborhood and it totally ruined and changed the quality of life he previously enjoyed and expected by living out in the country.

We know that once this is allowed we'd be unable to shut it down. PLEASE don't allow this kind of business near the homes here. PLEASE investigate this extensively and learn from other areas that have allowed this and are having numerous problems with stench and crime. PLEASE don't rob us of our quality of life here in Walker.

We are counting on the Board to preserve our beautiful valley. The owners of this business aren't even residents of the valley and will not have to endure the negative impact of their business on our lives.

Sincerely,

Dick & Sheri Horvath
116 Dorsey Lane
Coleville, CA 96107

Sent from [Mail](#) for Windows 10

Dear Mono County Board of Supervisors,

I am writing today to voice my opposition to the planned Marijuana farm in Walker on North River Lane.

I understand that this issue will come before you and the Board of Supervisors next month. I, along with a large group of residents strongly oppose this operation based on the following concerns:

- **The potential for overwhelming odors** emanating from both the growing and the processing of the marijuana. I live next to (around 900 feet away) the only existing Mono County marijuana farm, Tilth Farms. Being an outdoor grow, we endure very strong odors for a couple of months during the late summer and fall. Colitas farms is proposing an indoor, year round grow. We fear that the strong odors will be constant.

-**The visual blight** caused by the out of character and extremely large metal buildings that will be right on the street and directly across from our residential neighborhood. They are proposing two, 22 foot tall, 10,000 sqft buildings with large fans at each end, blowing the (misted) exhaust out into our neighborhood. They are planning on using an untested, non-local tree fence to hide the buildings. We don't have confidence that this will accomplish the county required visual shielding. This project will not maintain the existing rural and agricultural character that is so important to the residents of our county.

-**Security and safety of the residents.** We have no local law enforcement in Walker. I know that response times will be from 30 to 45 minutes. If a security issue arises, we feel very vulnerable. I know of several incidents with other California marijuana farms where armed gunmen crashed marijuana farm gates and stormed the property. The Colitas location in our neighborhood would be an easy target and leave our families and children very vulnerable to such violence.

-**Negative impacts to our local groundwater resources.** When this project was first presented to the Mono County Planning Commission, the county staff was under the impression that Colitas was going to use surface water from the two irrigation ditches running through their property. It was subsequently discovered that it is against state regulations to use any surface water for the irrigation of commercial marijuana. The county now knows that the projected 1.2 million gallons of annual water use will come from a local well on the property. I know that the county doesn't have jurisdiction with regards to water, but we feel this large draw of water will possibly effect the local residential wells on the adjacent and surrounding properties. Two adjacent wells recently went dry illustrating the vulnerability of our local water table. We just don't know what an impact this will have on our neighborhood.

I feel that any one of these above concerns would disqualify this project from being located so close to our community. Together, I feel our request for the denial of the permit is very sound and just. I am not against the marijuana industry in general. I just feel that this is the wrong location. I understand that not approving a project is a difficult thing to do. I know this property is zoned Agricultural and they have completed all the necessary permits up to this point. But this doesn't mean this project is properly located and should be approved by the Board. Please show our local community that you too know what is proper and what is not.

This is a new industry for our county. There are many new and difficult issues that we need to wade through. Going forward we will discover new challenges to overcome, new opportunities to learn from.

Please view this as an opportunity to learn from and to act appropriately. Please create the proper regulations so the industry and the communities can go forward with confidence that this will be a safe, secure, accepted, and profitable industry for our county.

Sincerely,
CJ Haramis
967 North River Lane
Walker, CA
(760)274-5982

Dear Supervisor Peters,

I am writing this letter to express my objection and opposition to the proposed Colitas Farms project on North River Lane, in Walker.

There are **environmental, economic and social impacts** associated with this proposal as follows:

Environmental

- *Water*- lowering of water table
- *Air*- odor, night time lighting
- *Soil*- excessive land coverage, storm water run-off
- *Wildlife*- historical winter migration corridor for the Walker mule deer herd
- *Sound*- fans and other 24hr equipment
- *View shed*

Social

- local opposition
- non-local traffic
- nuisance creation
- law enforcement response time
- change in local character

Economic

- lowering of property values
- cost of re-drilling existing wells due to lowering of water table
- increase in road maintenance costs

In addition, North River Lane is a one lane private road not suitable for commercial traffic. I consider this proposal to be non-conforming and an imposition on the peaceful, safe, quiet neighborhood we know.

Thank you for your time.

Mike Elam
745 N. River Lane
Coleville, CA 96107
melam@schat.com

veteranracing@yahoo.com

This message is intended for the board of supervisors.

Hello, my name Roger Donahue. Although I am an RPAC member and voted for the approval of Marijuana grow farms in Walker/Coleville, I did not vote to put them in neighborhoods near families and children. We were briefed that they had to have a certain distance, fencing etc... One example that was given during the presentation to me personally as a result of a stand off question I asked was that the regulations were so strict that one would have to buy 100 acres to plant one acre in the middle of it because of the standoff distances required. Then I hear that 19 acres of land was purchased in the middle of a neighborhood on North River Ln for the sole purpose to have a marijuana farm. I couldn't believe my ears. Everything that was briefed when the vote was made, was a bunch of nonsense. None of it held true. I thought this would be shut down sooner and then I was out of town for work for a few meetings and find out the initial phase was approved and complete from the Supervisors. These grow farms stink to high heavens. I drive by one regularly and I thought at first there must be a family of skunk that made a big din next to the highway. I questioned why nobody ever trapped the skunk population in that corner and relocated them. I was informed that portion of the highway was referred to as skunk corner. Not for the actual skunk, but for the skunky weed being grown at the back of the field. This was a quarter mile away from the highway and it smelled like someone ran over a skunk and I had the outside air went on high in my car. I can't imagine how bad a grow field would smell next door. That's only half of the issue. Next is the safety of the neighborhood. Go online and look at how many incidents there are of robbery and armed robbery of a grow farm. On more than one occasion, the fleeing robbers invaded nearby house in an attempt to evade the police and even taking hostages in one scenario I read about. This is not ok. This may be an AG rural zoning area on the other side of this road, but this was established before the security risk of this type of farming. Nobody armed robs a hay or cattle ranch/farm. It would and should have restrictions if anyone with sense was looking at the all aspect of this type of farming. This is not a wise decision and the board of supervisors is going to have a serious lawsuit on their hands when something happens or someone gets hurt and there is all this information published about the foreknowledge and concern the residents of the area had and relayed to the Board of Supervisors. No one will be able to claim ignorance. There are petitions, web site links and letters being sent to your offices. The county will be liable or at least sue for liable in a civil lawsuit when something g does happen. There is a multitude of land in this area that is remote and true farm land, not a residential area with an AG label on it. That is what was intended when we voted to recommend the approval of these grow farms. This is wrong and you know it and I know that you all know it. There is 100% unanimous support of the residents on and near N River Lane to block the further process of this marijuana grow farm. I truly hope for all of our sakes that you heed this outcry for help and stop this process before it gets too late. I also have a request for information. I would like the links to the environmental impact study that was performed. I could not find them when I looked for them. Will you provide me with the links or the full reports?

Very respectfully,
Roger Donahue
RPAC Member and Resident at 747 N River Ln

Sent from my iPhone

January 21, 2020

Mono County Board of Supervisors
C/O Clerk of the Board
P.O. Box 715
Bridgeport, CA 93517

Ladies and Gentlemen
C/o Shreeren Dedman, email sdedman@mono.ca.gov

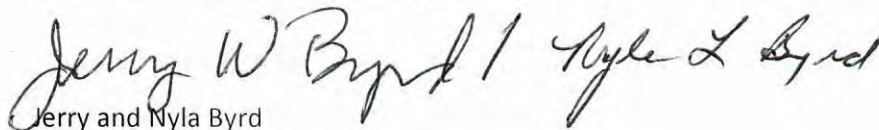
We are writing this letter as we are homeowners on North River Lane, Walker, California 96107 and we are very concerned about the Colitas Farms marijuana farm and production project on North River Lane.

While we realize the importance of the county looking for new sources of revenue, we believe this project is flawed in many ways from research we have done and from our experience in Riverside County California.

1. This commercial project is located in the middle of a residential neighborhood on a one way private dirt road. This road cannot withstand excess usage which we believe this project will bring, as it is privately maintained by the homeowners and not the County.
2. We have a second home in Riverside County, California. Riverside County thought they had the answers for such commercial projects by allowing licensed projects in an unincorporated area of the county, where many people were privately growing their own marijuana. This was a very depressed area of the county. These are the problems that have occurred according to the newspapers the Riverside Press and the Dessert Sun papers. Along with the licensed farms came other illegal farms. There is a constant battle over water. It takes 22 liters per marijuana plant per day to properly grow the plants. They had to create a water police force. Another major problem is the stench, these farms have promised to control the odor which has not worked and as a result property values have dropped. Good paying jobs were promised which has NOT happened. The biggest drawback has become the increase in crime in the area.

These are just a couple of reasons why we are opposed to this project because it WILL affect our property on North River Lane and our life style there. We strongly encourage you to vote NO on this project as it will deeply adversely affect our neighborhood.

Thank you for considering our input.



Jerry and Nyla Byrd
903 North River Lane
Walker, CA 63107

January 16, 2020

RE: Colitas Farms Marijuana Growing Project, 324 North River Lane, Coleville, California 96107

Honorable Board of Supervisors:

I have written this letter to you in **opposition** of this project. First, I would like to state that I am not against anyone having a business of this nature, not at all! My opposition is that this type of business does not have a place in our small and peaceful North River Lane community.

If you haven't taken the time to come to our neighborhood and drive down North River Lane, I would love it if you did so as then you would gain a perceptive of my concerns. N. River Lane is a non-County maintained road that is narrow and mostly one lane road from my property (at the top of River Lane) to the very end of the road. The narrowness of this road makes it necessary to pull off to the side from time to time to let a neighbor pass as the road generally doesn't support two cars going in opposite directions. This neighborhood is quiet and rural. Neighbors on River Lane are friendly, protective of each other, some retired others not and what we all have in common is our desire and love for this rural area that affords all of us the peace and quiet and a natural environment that we all chose to live in.

The following are concerns that I have regarding the abovementioned project:

- Concerns of increased traffic as well as transportation of equipment up and down River Lane that will undoubtedly breakdown the road, and raise the noise and dust level effecting the quality of my life, my property and that of others.
- Concern about the water table for all of our properties in this area and how the project will impact our fragile wells.
- My concern of how buildings, fencing, lighting, exhaust fans and other industrial sounds relating to this project will disturb the peace and quiet and rural atmosphere of our community as well as other surrounding properties throughout the Walker Valley.
- My concern that if I ever decide to relocate that this type of project on River Lane will undoubtedly serve to decrease my property value and hinder any chance of sale when prospective buyers find out there is a marijuana farm/processing plant right down the street.
- As River Lane is very dark at night, I am highly concerned about my security and safety as I am the first property that people come to driving down River Lane. I also have great concern for the safety of my neighbors on River Lane as I would imagine that this project could and would certainly attract people and crime to our quiet little river community.
- Another important concern that I have is the undoubtedly foul odor. We would all have to endure this smell throughout the valley and especially for those of us living in close proximity to this project. My husband and I bought our property for the beauty of the area, to be soothed by the river, to be in the presence of the wildlife, to sit outside and to be able to live a retired life rich in quality and peace and quiet. Hearing industrial sounds, dealing with the expected increase in traffic and enduring the obtrusive odors would certainly change all of that.

Many of us have researched marijuana farms throughout California and we all have different stories that we have read referencing issues of security, crime, noise, decreased property values, asthma and allergy issues and horribly foul odors that are compared to that of a skunk smell! I would suggest that our quality of life, peace and quiet and our security will drastically be compromised. When we purchased our property we did so because of the serenity, rural atmosphere and quietness all around us and never expected that the County would consider an industrial marijuana farm and processing plant that would be surrounded by and very close in proximity to so many homes.

I am aware that the County is always looking for different types of revenue, and rightfully so, but at what expense to the residents of our small River Lane community and the surrounding homes in the valley? I would sincerely hope that you, above anything else, would consider the problems that will come with this project and the adverse impact it will have in our community.

In closing, I would again encourage Board members that are not familiar with the N. River Lane community to visit this area to consider our concerns. I sincerely request that you ask yourself whether you would support this proposal if it was next door to you and your family? How about next to your Mother's or Grandmother's home? My husband and I worked our entire lives to have this home and be in this community during our retirement years. If I am being honest, I am frightened about the negative impact this will have on my quality of life, the peace and quiet of our community, and my safety and security.

Thank you for your time and consideration as you review my concerns regarding this project.

Sincerely,

Nancy Boardman
45 North River Lane
Coleville, California 96107
nancy boardman <mono_ac@yahoo.com>

Mono County Board of Supervisors,

As a home owner off Eastside Lane, Walker CA, I have only recently been following the activities related to Colitas Farms. Unfortunately I only learned of the farm in the past few months. I am just outside of the required notification area, but still close enough to the cannabis farm where it's operation would impact me. The farm would be located within a mile from where I live.

Let me first start out by stating I did vote YES for legalizing cannabis in California. I was naïve when I did. My thoughts at the time, the crops would be located in areas away from homes, businesses, and schools. What I did not realize, nothing had been worked out in regards to location. It is now up to the counties to decide.

I have met the Pearson's and think highly of them. However, the location of their farm is too close to homes. If the farm was to be located in the valley a distance away from homes, I would be happy to support them moving forward.

I oppose the approval of Colitas Farms to move forward given the current location. I would appreciate it if this email could be shared with all Supervisors prior to their meeting in February.

Thank you,

Susan Barnes
124 Hare Crt
Walker/Coleville
spbarnes242@yahoo.com

Dear Board of Supervisors,

I am writing to express my opposition to the Colitas Farms marijuana operation.

This property is located adjacent to a residential neighborhood and will have a negative impact on the residents of North River Lane and surrounding area. Please see the attached aerial view that shows the overwhelming impact this would have on the nearby residents. The red star marks the proposed site, which will be built near the street due to irrigation ditches in the rear of the property.

I am concerned about the following issues:

- **Odors emitted from the crop** (as well as processing odors) The significant skunk-like odor is offensive and will have a negative impact on the residents' enjoyment of their property. The smell travels with the wind and will affect more than just the immediate area.
- **Visual blight of a large industrial complex next to homes** (two 10,000sq.ft metal buildings with a height of 21.8ft.) In the rural beauty of the Antelope Valley, I don't think anyone would choose to live near a huge stinky industrial complex. From what I understand, the applicants do not plan to live at the site at this point or in the near future. If so, they would have included plans for a home to be built. I moved to the valley to enjoy the natural beauty and quiet atmosphere that Walker provides.
- **Security and safety issues for the residents** We have no local law enforcement in Walker. If, and when a security issue arises, how will we be protected? There was a recent incident at a marijuana farm in Stanislaus County. I have no way to protect myself from this kind of incident with the proposed farm so close to my home. There are also children in the community and this type of operation would put them at risk.
- **Negative impacts on water table** (usage of over 1 million gallons/year) The residents use well water. Is this over usage of our resource going to affect the water table? Who will pay to re-drill our wells?
- **Decreased property values** As a licensed California real estate broker, I have the professional background to advise that this will have a negative impact on property values.

Although this property is zoned agricultural, it has only been used historically as a residential property. This proposed industrial complex is not really agriculture as we know it in the valley and will not help retain the rural environment and scenic beauty of the Antelope Valley. As the general plan states: "Residents in the Antelope Valley are interested in preserving the

existing rural character of the communities and the Valley as a whole."

Please show the residents of Mono County that you will manage this new and untested industry in a thoughtful and responsible manner. Our Valley is a large agricultural area with more appropriate options available.

I want to be clear that I have no opposition to the commercial production of marijuana, but this is absolutely not the right location for this sort of operation.
Please do not support the Colitas Farms project at this location.

Thanks for your consideration,
Alison Young
967 N River Lane, Walker, CA



Jan McKnight <jan7lorene@yahoo.com>

Mono County Supervisors,

Has anyone brought up the fire danger, toxic fumes and toxic waste that Colitis Farms will be subjecting our neighborhood to. I am concerned that the lack of respect for our physical welfare will definitely worsen if they are allowed to process marijuana with extremely flammable and toxic solvent materials!! Who is going to monitor their actions to make sure there are not toxic fumes being pumped out of these buildings and toxic material not being dumped on the property and going into the water supply!? Also the fire danger is Very Real and with the storage of these solvents on the property it cause an explosion! The fire could be anytime of day or night and we could be caught in our homes, perishing in the fire. We are on a limited access road and we currently pay huge fire insurance prices and what insurance company will cover us with a marijuana oil extracting plant right here on North River Lane!! See below the chemicals and warnings for this extracting process.

The extraction process is as follows:

- Raw material (marijuana plant) is put in a glass container with the solvent/s and placed over

The most popular solvents used are butane, naphtha and ethanol which can be purchased at many hardware stores and similar outlets.

There are dangers associated with cannabis oil production which are related to use of solvents. These are highly flammable and likely to cause serious damage if not used in a controlled environment.

Another risk is toxicity. Some types of solvents are toxic and harmful to health if inhaled or contact with the skin.

January 21, 2020

Mono County Board of Supervisors

John Peters

Dear Mr. Peters,

Kelly Turner and I, Scott Lee, have purchased the adjacent lot next to 324 N. North River Lane. APN# 002-460-016-000. We are on the east side of the proposed Colitas Farms.

We closed escrow November 2019. We were unaware of the proposed Cannabis Farm. We do not have any issues with the new marijuana laws or the uses. However, we do have an issue with privacy, hazards to our livestock/pets, high industrial buildings, the usage of water, the traffic on the private road, safety, and noise.

We were planning on putting in a domestic well. Most all wells in the area are domestic. We are aware that this proposed business will be drawing over a million gallons a year of water. We know that the average family of four uses approximately 144,000 gallons per year. As county supervisor, can you assure every parcel that is zoned mixed use agriculture, as we are, can be granted the same water usage as the proposed Cannabis Farm? What would happen if all these parcels had commercial wells? It was discussed with a Mono County Health official, that more than one of these wells, of this size, in close proximity would certainly need scrutiny.

Can the county guarantee that ourselves, our children, grandchildren, livestock and pets will be safe from any water contamination, odor, air quality, noise, excessive traffic, disgruntled employees? Please take into consideration that we plan on retiring next door and purchased for the sole reason of privacy, zoned to house our horses, pig, goat, sheep and dogs. A place for our children, grandchildren to visit. This is where we want to live out the rest of our lives.

Just because a parcel is "zoned" a certain way, doesn't mean there shouldn't be careful consideration to whom the county allows in their jurisdiction. Cannabis farming is a new industry and we hope that proper research and deliberating is done with great care. As we stated, in the beginning of letter, we are not against cannabis farming, we just feel this is the wrong location.

Facts to be considered:

Our Pets and livestock

We have a lot of concern over wind blowing leaves and or marijuana seeds onto our property, and it will happen. We live on the Owens River, over 1200 acres and know there is no way around the fact the wind howls and the seeds land where you least expect it. We don't have anything of hazard, but marijuana is. On the PetMD website we found that if ANY of our

livestock or pets ingest marijuana that it never has a positive outcome, it can cause an array of problems and in some cases death. Just the odor of the cannabis can cause issues.

Excessive Water Usage

January 1997 an early thaw caused considerable damage to the west Walker River, Wells, septic systems, and several thousand gallons of stored toxic chemicals from Pickle Meadows Marine Station. These chemicals entered the water table. Residents were forced to drink bottled water for most of that year. There may still be residual lingering chemicals to date. Pumping 1.2 million gallons per year may trigger issues with any residual chemicals left in the water table.

Private Road

The North River Lane is a private road. We own half way into the center. With the said Colitas Farms amount of traffic and employees, this does not fall under legal jurisdiction of a "private road" California vehicle code 490 states that "private road or driveway" is a way or place in PRIVATE ownership and used for vehicular travel by the owner and those have express or implied permission from the owner but NOT by the members of the public.

Both Kelly and I have been in the Mammoth area for 30 plus years. We have a love for the area and have close friends all throughout the county. We are reasonable people and open to listening to others ideas and we are certainly entertain any new businesses. We know that change is inevitable and we are not against all new things. We just feel that this proposed Colitas Farms is not in the right area. We are pensive as we try to fathom what a problem this will be if it is permitted. We will continue to fight this.

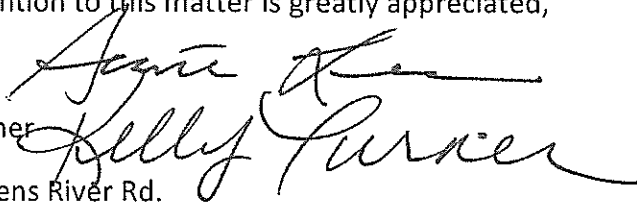
Your attention to this matter is greatly appreciated,

Scott Lee

Kelly Turner

3575 Owens River Rd.

Mammoth Lakes CA. 93546

Handwritten signatures of Scott Lee and Kelly Turner. The signature for Kelly Turner is written over the signature for Scott Lee.

LOU AND MARYE ROESER
746 N. RIVER LANE
COLEVILLE, CA 96107
530-495-2312
January 28, 2020

John Peters, District 4 Supervisor
Mono County, CA

Dear John,

Thank you so much for arranging the Board of Supervisors Meeting to be held in Walker at the Community Hall. We certainly realize the effort that goes into such a change. This critical hearing and vote will affect many people living here. Although Lou and I were unable to attend the last RPAC meeting, we are very supportive of the decision by the Antelope Valley RPAC to pursue exclusions for communities throughout the Antelope Valley. The people at the meeting certainly showed their wishes for this action to occur. We wish to participate in helping to draw the exclusion lines especially in the North River Lane area. However, unfortunately, we also realize that this will be too late to help us living in the North River Lane area in our protest against the establishment of this inappropriate, incompatible commercial Marijuana Industry, Colitas Farms that never should have been proposed for this property in the midst of our rural residential neighborhood.

One suggestion to pass on is the lack of acoustics in the Community Hall building, which makes it very difficult to hear unless there is an adequate sound system set up whereby all can hear the speakers. At the RPAC meetings, I, and others in the audience, find it quite difficult to hear as no sound system is used.

We are continuing our previous letter concerning the Commercial marijuana growing, manufacturing and processing plant complex, Colitas Farms. We oppose an operational permit being granted by Mono County for an industrial plant placed on the very visible North River Lane site in this rural residential neighborhood in Walker.

It has come to our attention that we have not been hearing discussions or information concerning the critical importance of hazardous waste and removal components of such a commercial business complex. Just as we, lay people, knew nothing of the possibilities of requesting an exclusion, this subject seems to have been lacking and omitted from the general knowledge we have received. It is unfortunate, that the Antelope Valley, does not have adequate means of communication such as newspapers, local TV coverage, etc., and many residents and citizens are not aware of the right questions to ask in order to receive necessary information. Notices of meetings are only posted in few public spots around the valley and residents do not know what is happening in this valley much less the rest of Mono County. Our TV news comes from Reno, Nevada. Only word of mouth, the telephone, and direct mail are assured methods of news and notices.

Marijuana is a drug according to the FDA and is a controlled substance under Federal Law and listed as a psychoactive drug. THC, occurring in the cannabis plant, is the chemical responsible for most of the marijuana euphoric highs and medicinal effects. This is what makes for the hoped for high value and high prices received by growers, manufacturers, processors, retailers etc. Under Federal law, the major contaminant in cannabis byproducts is a schedule 1 controlled substance. The EPA requires approved hazardous waste removal for all the residue byproducts.

The following parts of the plant are all considered hazardous waste: flowers, trim, roots, stalks, leaves and residue, root balls, exhausted growing medium, failed plants, diseased or otherwise unmarketable leaves, buds and seeds. Residual THC can poison animals and have adverse effects on the local ecology if improperly disposed. Wastewater generated in marijuana production is also considered a hazardous waste. Spent chemicals used to extract plant oils can require hazardous waste removal. Hazardous waste removal will constitute much more heavy traffic by waste removal vehicles on this private, one-way dead end, non-maintained Lane than even we had been aware. There also must be an approved site for the disposal of this hazardous waste. This will put more pressure on Eastside Lane also.

There are also other hazards listed that can effect both employees and others in the neighborhood. Included in these hazards is the combustibility of solvents, and chemicals used and the fire and explosion dangers this poses especially in the oil extraction process. The cannabis plants can cause allergic reactions while the fertilizers and pesticides used also present contamination dangers. The planned buildings are not fireproof or totally self-contained.

Imposing and thrusting this unproved commercial industry into our neighborhood presents threats and issues to the public safety, health and welfare of the citizens and poses dangers and threats to our local ecology. Seemingly Mono County must rely a great

deal on the owners of the marijuana business to prevent any of the threats from happening and County Monitors may only know of certain violations, activities or actions after the issue or action has occurred.

The buildings change the view shed even from across the River and the extremely unpleasant smell is an unavoidable byproduct of the business and permeates all within its reach. In addition, a commercial industrial complex lowers residential property values, denigrates the quality of life, makes this area a less safe and desirable place to live, play and enjoy the scenic valley, clean air and water, wildlife, and the natural landscape all reasons why we all chose to make this area our home. There are 3 naturalized irrigation ditches passing through the Colitas Farms property all vulnerable to pollution. The West Walker River is very close and the reason for the Lane being called the North River Lane is that it parallels the north side of the River. Seemingly, there are no benefits for local residents by the insertion of this industrial business in this totally wrong location of rural residences.

Commercial Marijuana industries makes a disturbance to the natural resources and can cause extensive damage to local ecosystems. The Walker River is famous for its fishing opportunities, contributes to the local economy, and allows fisherman to fish the West Walker River all through the valley and on to Topaz Lake. Hunters also have opportunities to contribute to the local economy. The vast riparian ecology along the West Walker River and all the irrigation ditches supports a large variety of wildlife. The River and irrigation ditches are vulnerable to contamination.

Thinking County wide, the Mono County Tourism department promotes these values as it encourages Mono County as place to not only visit but to make your home with safe neighborhoods and schools, and beautiful places to play and recreate in. Since 95 % of the land in Mono County is public, the Antelope Valley also offers opportunities to own private land, have horses for recreational riding, places for pets, grow a vegetable garden and fruit trees, and participate in a 4-H Club with the possibility of raising animals. In the past, all of these assets have added to the desires of many folks to live or retire here.

Also County-wide, permitting this kind of a commercial marijuana industrial complex to be placed in residential neighborhoods, sets a dangerous precedent in community planning. Local citizens do not desire this unwanted industrial insertion "next door and in my back yard" on a non-county road owned by the residents that is in the absolutely wrong location as the recent RPAC meeting demonstrated. There are other potential marijuana businesses approaching many other private properties in this valley to lease or purchase, some quite close to the schools. We have been told not to address the morality or social issues posed by these issues of which there are many!

We urge you and the other Supervisors to vote not to allow this intrusion on the North River Lane Community area and also to support exclusions for the Antelope Valley communities who also do not want marijuana industries in their neighborhoods.

Thank you for your attention,

Sincerely,

Lou and Marye Roeser and family



This petition has collected
23 signatures
using the online tools at [ipetitions.com](https://www.ipetitions.com)

Printed on 2020-01-18

Freedom to Farm

About this petition

I support Colitas Farms on North River Lane. Their plan is for less than 1/2 acre of cannabis on their agricultural land in our farming community. The people of Antelope Valley have already voted in support of the cultivation of this crop. I see no reason to object to Colitas Farms.

Signatures

1. Name: Jeni Pearsons (colitasfarms@gmail.com) on 2020-01-05 18:27:10
Comments:
Are you a resident of the Antelope Valley?:

2. Name: Michael Storc (elstorco@yahoo.com) on 2020-01-05 18:34:16
Comments:
Are you a resident of the Antelope Valley?: Yes

3. Name: Jeff asquith (bestshorepaddle2gosup@gmail.com) on 2020-01-05 19:40:10
Comments: Sending the best wish for a positive company in a special location
Are you a resident of the Antelope Valley?: Yes

4. Name: Deedee Grafius (ultraspeedie@yahoo.com) on 2020-01-05 20:17:51
Comments: I welcome with open arms a beautiful healthy farm with valuable benefits of holistic wellbeing.
Are you a resident of the Antelope Valley?: Yes. I Live across the river from colitas farms 330 meadow Dr 96107

5. Name: Frankie honeyman (frankiehoneyman@gmail.com) on 2020-01-05 20:28:28
Comments:
Are you a resident of the Antelope Valley?: Yes. I Live across the river from colitas farms 330 meadow Dr 96107

6. Name: Ella Smith (smithdbc@aol.com) on 2020-01-05 20:28:42
Comments: My mother and father live there and I support
Are you a resident of the Antelope Valley?: No Po Box
263 3730 east Idaho space 83 Elko, NV 89803

7. Name: Frankie honeyman (frankiehoneyman250@gmail.com) on 2020-01-05 20:39:46
Comments: I live in walker and it is viable for the community! Are you a resident of the Antelope Valley?: Yes

8. Name: Daniela combes (dfundaro94@gmail.com) on 2020-01-05 20:44:39
Comments:
Are you a resident of the Antelope Valley?: No

9. Name: Dog Grafius (pineknot1911@gmail.com) on 2020-01-05 20:52:17
Comments: Wishing you healthy crops and much luck in the future
Are you a resident of the Antelope Valley?: Yes. I Live across the river from colitas farms

10. Name: Rick Campa (rcampa71@gmail.com) on 2020-01-05 20:54:25
Comments: Everybody else is doing it!
Are you a resident of the Antelope Valley?: Yes

-
11. Name: Priscilla Rosen (priscillarosen@gmail.com) on 2020-01-05 21:15:46
Comments: WE THE PEOPLE voted YES to cannabis. THE END. IT IS LEGAL.
Are you a resident of the Antelope Valley?: YES 245 Dry Canyon Road,
Coleville, CA 96107
-
12. Name: Amy Grafius (agrafius@gmail.com) on 2020-01-05 23:53:14
Comments: I am 100% in support of the farm. The area needs growth. The farm being a
California approved farm will be done in the cleanest way possible. The medical benefit
for many people will be appreciated and respected. I think with education those that are
against it will see the value in having the farm in the are
Are you a resident of the Antelope Valley?: Walker
-
13. Name: Sally Rosen (sjane102@yahoo.com) on 2020-01-06 02:55:18
Comments: This community is slowly dying due to lack of opportunities. A responsible
farm like this may help to revitalize the town. The environmental impact of a cannabis
farm is far less than that of chemically-laden commercial farming.
Are you a resident of the Antelope Valley?: yes 865 East Side Road
Coleville, CA 96107
-
14. Name: Robert Poe (renovaporemporium@gmail.com) on 2020-01-06 02:59:47
Comments:
Are you a resident of the Antelope Valley?: Land owner
-
15. Name: Connor O'Brien (cjobteamster399@gmail.com) on 2020-01-06 16:26:37
Comments:
Are you a resident of the Antelope Valley?:
-
16. Name: Steven Smith (dirtbikespsella@gmail.com) on 2020-01-06 16:33:20
Comments:
Are you a resident of the Antelope Valley?: No
-
17. Name: Marissa Honeyman (marissahoneyman2000@gmail.com) on 2020-01-06 18:39:06
Comments:
Are you a resident of the Antelope Valley?: Yes
-
18. Name: Al Rosen (alarosen52@yahoo.com) on 2020-01-06 19:03:30
Comments:
Are you a resident of the Antelope Valley?: Yes
-
19. Name: Chelsea Cavallo (chelseamemoli@gmail.com) on 2020-01-07 17:36:57
Comments:
Are you a resident of the Antelope Valley?: No
-
20. Name: Pinky Espinosa (pinkyespinosa@msn.com) on 2020-01-10 03:55:38
Comments: I feel that this project will be a good thing and since the property is zoned for

agriculture I would much rather have a cannabis/lavender farm here than any other type of crops. Their plan seems to take in consideration all aspects of retaining an eco-friendly approach to farming while also maintaining aesthetics in their usage of the parcel. They have my support!

Are you a resident of the Antelope Valley?: Yes

21. Name: Elizabeth Fuller (lizbeth97341@gmail.com) on 2020-01-10 22:00:56

Comments:

Are you a resident of the Antelope Valley?: Yes

22. Name: Jodi Bright (jodibrightrocks@gmail.com) on 2020-01-12 15:36:33

Comments: We are property owners and highly support this group . My husband's family has been here since 1947.

Are you a resident of the Antelope Valley?: Yes

23. Name: Shane Brandon (shanebrandon08@icloud.com) on 2020-01-12 15:54:37

Comments:

Are you a resident of the Antelope Valley?: Yes

Colitas Farms

View on North River Lane heading toward Eastside Lane



Before



After



What is there now



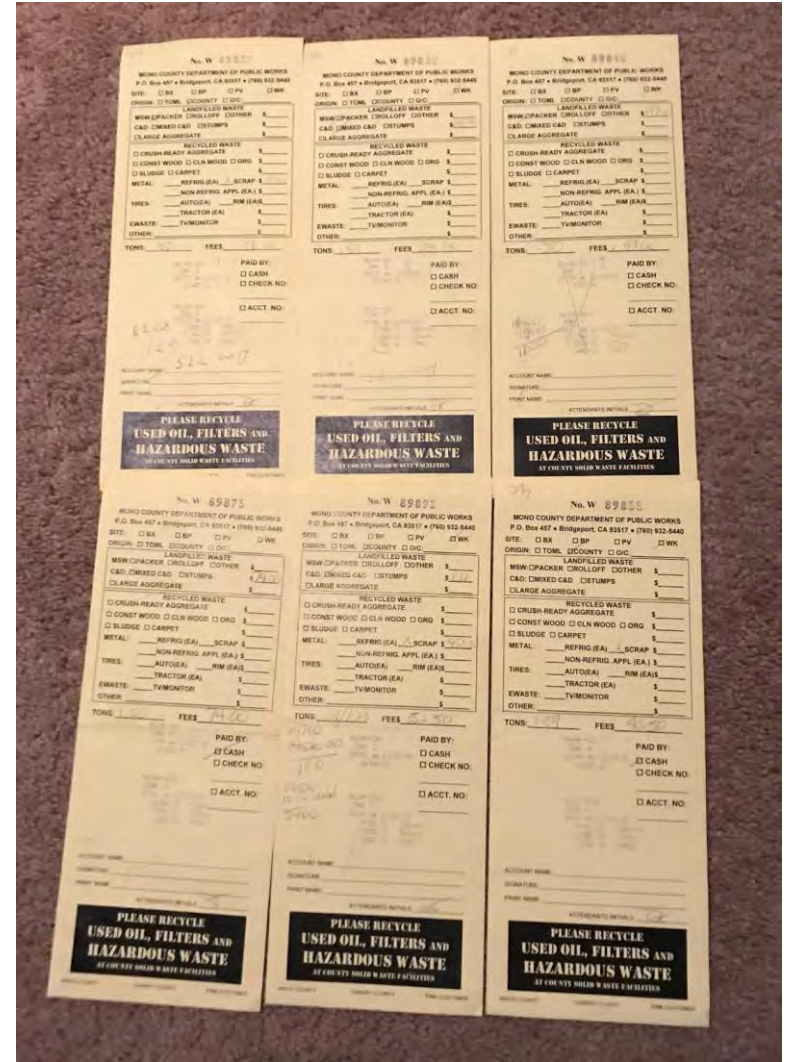












10,000 Gallon water tank for fire safety



We will clean this land up and make a little farm



This is North River Lane





This is taken from the POV of our greenhouse – we see a barn peak very similar to ours





This is taken from the POV of our greenhouse – we see a 20' tall shed





324 N River Lane will be cleaned, cultivated, made safe and improved



To this



From: **Priscilla** <priscillarosen@gmail.com>
Date: Sat, Nov 9, 2019 at 1:49 PM
Subject: Letter of Support
To: John Peters <jpeters@mono.ca.gov>

November 9, 2019

John Peters, Supervisor
Mono County Board of Supervisors

Dear John,

I am a resident of Antelope Valley. My family and I have lived here for over 30 years. The economic development in my community is important to us. So when there is a chance for new opportunities, I feel we need to do all we can to support that.

Mike Storc and Jeni Pearsons introduced themselves to us via a letter, explaining their hopes and plans for a cannabis farm. Our valley is a prime agricultural area, so it only makes sense to be hospitable to people who want to come here and contribute to our economy in a responsible way. We will all benefit.

Thank you.

Sincerely,

Priscilla Rosen

REGINA MILLER GROUP – 724 ALTA AVE. SANTA MONICA, CALIFORNIA 90402

January 10, 2020

Dear Mono County Board of Supervisors

I have worked with Jeni Pearsons since 2008 at Geffen Playhouse and, later, bringing her on to be a part of my consulting company. My company, Regina Miller Group, is a philanthropy consulting firm. Through my company, Jeni has worked as an Event Producer planning, designing, and executing fundraising events. Our clients are among the top charities in the country including the below:

- National Center for Missing and Exploited Children
- After School All-Stars
- National Basketball Players Association
- The Entertainment Industry Foundation
- Water.org
- Kershaw's Challenge
- Charlize Theron Africa Outreach Project

Over the years I have come to know Jeni to be a conscientious person with a strong work ethic. Her moral compass has led her to focus her skill set in the non-profit sector. Her work is of benefit to many communities and people in need. I strongly attest to the strength of Jeni's character. Her skills in planning and organizing would, and will, be of benefit to any community.

Please feel free to contact me if you have any questions. My cell is 310-963-7258.

Sincerely,



Regina Miller

CEO & FOUNDER

Regina Miller Group

regina@rmgglobal.net

REGINA MILLER GROUP – 724 ALTA AVE. SANTA MONICA, CALIFORNIA 90402

From: "Jurado, Steve" <jurado@ehs.ucla.edu>

Date: January 8, 2020 at 7:10:50 PM PST

Subject: Letter of Endorsement

To whom it may concern,

I have worked with Ms. Jeni Pearsons for over 10 years in her capacity as Director of Special Events at Geffen Playhouse. During that time, Jeni's efforts of planning and permitting for events, she has always shown herself to be conscientious and compliant with fire and life safety guidelines. I would imagine her work ethic would translate to planning in other areas, away from work, as well.

In my opinion, she has always displayed a genuine, honest and upstanding representation of herself, in my business activities with her. I believe, these would be qualities, Jeni would express, away from work, as well.

Please feel free to contact me, if you have other questions.

M. Steve Jurado, Cpt.

Asst. Fire Marshal

Fire Division

UCLA Office of Environment, Health and Safety

501 Westwood Plaza, 4th Floor – MC 160508

Los Angeles, CA 90095-1605

(310) 825-8674 [Direct]

(310) 206-8680 [Office]

(310) 206-3153 [FAX]

jurado@ehs.ucla.edu

Dee Dee Grafius
330 Meadow Dr
Coleville, Ca. 96107
760-616-4852

January 5, 2020

Dear Mono County Board of Supervisors,

I am writing in support of Colitas Farms in their effort to cultivate on a ½ acre in Coleville, ca. Mono County.

I live across the river from the potential location of Colitas farms. It's a beautiful location tucked away off the road and their presence and plans will improve the area. I have been in communication with Jeni and I can sense her sincerity and efforts put forth to make this a dream of theirs. Reading the plans they have gave this a lot of thought I can tell by looking at the plans and feel they would live up to all they say and would like to be welcome in our community. Myself and my family supports their efforts and can see no reason why someone would object? I am a in-home health care provider (retired Teacher/Administrator)and without the use of cannabis some of my clients would suffer with pain, sleeplessness and anxiety. I know how others in this community they are regular users of cannabis to help cope with job stress, life stress or just spending a relaxing time with family and friends. Surrounding the river rd. area and within the town there are many residents with their own small grows. There have been no objections.

It is very unfortunate that there are some uneducated individuals that feel a commercial farm regardless of its nature is not good for a 'residential area'. As you know it will be regulated by the state, chemical free and completely indoors. The grow will benefit the community aesthetically with their lavender field and trees and shrubs, attractive site clean and neat and healthy in all ways. I can see no reason to deny the permit for Colitas Farms. According to the US Berkley Inst, of Government studies California has emerged as the largest market for legal marijuana in the world and state officials say revenue was \$465 MILLION for the fiscal year as of June 2019. I am sure this is a win win for both state, county and community.

Sincerely,
Dee Dee Grafius

Dear Supervisor- John Peters,

I am writing on behalf of Colitas Farms In Walker.CA.. I have had the pleasure of meeting Mike and Jen and the beautiful property which is evolving with their efforts of cleaning up and beautifying the area. While I was there, myself and some others were shown around and initially shown the progress they have made by the removal of 4 tons of trash, boards, run down buildings and their continuing efforts to remove an outhouse that was being used and spilling into the irrigation ditch. There are run down trailers and campers being removed and a complete make over of a very neglected property to a beautiful farm with a crop that has so many benefits both medicinally and recreationally.

After we were shown the plans and their goals to being good neighbors with plans of greenhouses using the sun and not the typical metal building with roaring fans. Mike explained the filters to filter such odors and the lavender fields. The aesthetics will be a welcome view to the run down neglected neighborhood. They explained they will employ locals and money can go into the community

There is a very disturbing letter being solicited at the Walker General Store. It is fueled by anger and hatred towards Colitas Farms. The information and claims in the letter are false and misleading. We feel it is unfair to solicit misleading false information spreading and escalating hatred and anger among residents. They need to be aware and make educated decisions with correct information. They were not given any links except to yourself and the secretary. I will attach the letter that they are soliciting.

Thank you for your time and efforts in the plan for crop and beneficial t
o all, neighbors, community and county.

Sincerely,

Dee Dee Grafius

330 meadow dr (directly across the river)

Walker, ca

STUDIO TRANSPORTATION DRIVERS



LOS ANGELES, CALIFORNIA

STEVE DAYAN
Secretary-Treasurer

KENNY FARNELL
President

ED DUFFY
Vice President

ROSE FALCON
Recording Secretary

CALVIN McDOWELL
Trustee

ARMANDO SANTANA
Trustee

GARY ZUCKERBROD
Trustee

LEO T. REED
Secretary-Treasurer
Emeritus



AFFILIATED WITH THE
INTERNATIONAL
BROTHERHOOD OF
TEAMSTERS

January 10, 2020

Dear Mono County Board of Supervisors,

I have known Michael Storc, member of Teamsters Local 399, for many years now as a manager in the field of transportation in the Film and Television industry.

Michael has always been courteous, professional, and acted with integrity in every situation that I have had dealings with him.

I would highly recommend Michael. He would be a great asset to Mono County as a new business owner and as a new resident of the Antelope Valley. If you have any further questions, please feel free to contact me.

Best Regards,

Steve Dayan
Secretary-Treasurer

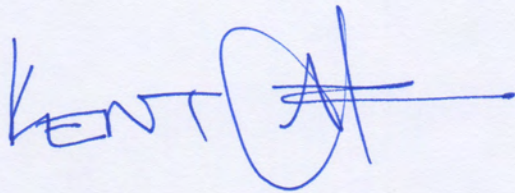
January 10, 2019

Dear Mono County Board of Supervisors,

Michael Storc has worked with me for the last 12 years as a Department Head in the film industry. He has always shown to be a strong leader and has always acted in the best interest of the Studios. Michael is the consummate team player- he works extremely well with others in both a conscientious and thoughtful manner.

I truly believe that Michael will be a great fit in your beautiful community and that he will always strive to make it a better place.

Please do not hesitate to call if you have any additional questions.



Kent Zbornak

Producer

(818) 399-1517

Dear Mono County Supervisors,

I have worked with and done business with Michael Storc over the last several years. He has always been forthright, courteous, and fair every time that myself or my company has had dealings with him. I can honestly say that there will never be a time that you will regret having Michael as a part of your business community in Mono County.

If you have any further questions, please feel free to reach out to me and I would be more than happy to elaborate.

All my best,



Louis Dargenzio CEO
Zio Studio Services
818-504.2809



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

REGULAR AGENDA REQUEST

Print

MEETING DATE February 4, 2020

Departments: Community Development

TIME REQUIRED 45 minutes

PERSONS APPEARING BEFORE THE BOARD Bentley Regehr

SUBJECT Operation Permit 19-005/Colitas Farms Cultivation

AGENDA DESCRIPTION:

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

Review and potential approval of Operation Permit 19-005 for cannabis cultivation at 324 N River Lane (APN 002-460-015) in Walker.

RECOMMENDED ACTION:

1. Find that the project qualifies as an exemption under CEQA guideline 15183 and file a Notice of Exemption. 2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-005 subject to the findings and conditions as recommended or with desired modifications.

FISCAL IMPACT:

The proposed project will generate an incremental increase in cannabis taxes.

CONTACT NAME: Bentley Regehr

PHONE/EMAIL: 7609244602 / bregehr@mono.ca.gov

SEND COPIES TO:

MINUTE ORDER REQUESTED:

YES NO

ATTACHMENTS:

Click to download
<input type="checkbox"/> Staff Report
<input type="checkbox"/> Attachment A - Site Plan
<input type="checkbox"/> Attachment B - Use Permit Staff Report
<input type="checkbox"/> Attachment C - CEQA Analysis
<input type="checkbox"/> Attachment D - Public Comment in Opposition
<input type="checkbox"/> Attachment D - Public Comment in Support

History

Time	Who	Approval
1/29/2020 3:51 PM	County Administrative Office	Yes
1/30/2020 3:12 PM	County Counsel	Yes
1/30/2020 3:31 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

Date: February 4, 2020

To: **Honorable Mono County Board of Supervisors**

From: Bentley Regehr, Planning Analyst

Re: **Cannabis Operation Permit 19-005/Colitas Farms Cannabis Cultivation**

RECOMMENDATION

1. Find that the project qualifies as an exemption under CEQA guideline 15183 and file a Notice of Exemption.
2. Make the required findings pursuant to Mono County Code Chapter 5.60 and approve Cannabis Operation Permit 19-005 subject to the findings and conditions as recommended or with desired modifications.

FISCAL IMPACT

The proposed project will generate an incremental increase in cannabis taxes.

BACKGROUND

In June 2017, California Senate Bill 94 was passed, consolidating the provisions of the Medical Cannabis Regulation and Safety Act and Proposition 64 (passed by statewide voter approval in the November 2016 election) into what is now known as the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA). The Act creates a framework for the regulation of commercial medicinal and adult-use cannabis in California. Every precinct in Mono County passed Proposition 64, with margins as low as 1.4% in the Bridgeport area to a high margin of approximately 30% in the Mono Basin, June Lake, and Wheeler Crest areas. Proposition 64 passed by a margin of 9.9% in the Antelope Valley.

Three state authorities were authorized for the oversight and State permitting of cannabis businesses: The Bureau of Cannabis Control is the lead agency for retailers, distributors, testing labs, microbusinesses, and temporary cannabis events; CalCannabis, a division of the California Department of Food and Agriculture, has oversight of cultivation; and the Manufactured Cannabis Safety Branch, a branch of the California Department of Public Health, regulates all commercial cannabis manufacturing. Each licensing authority requires an operator to receive local approval prior to applying for state licensure.

To develop specific local cannabis regulations, two rounds of public outreach were conducted via the Regional Planning Advisory Committees (RPACs) from March to August 2017. The Board of Supervisors held four public workshops beginning March 2017, and the Planning Commission held a workshop on September 21, 2017, for input and direction on policy issues raised by public outreach and other public comment. On December 5, 2017, General Plan Amendment (17-03) was adopted by Resolution R17-88, establishing policies for commercial cannabis activity by changing and adding text to the Land Use Element and Conservation/Open Space Element of the Mono County General Plan.

In January and February 2018, the Planning Commission continued to review specific regulations to govern cannabis activity. These regulations were consolidated into a new General Plan chapter, Chapter 13, Commercial Cannabis Activities, and Mono County Code (MCC) Chapter 5.60, Cannabis Operations. On April 17, 2018, the Board approved General Plan Amendment 18-01 which included General Plan Chapter 13 and adopted MCC Chapter 5.60.

The chapters established two permits for local cannabis businesses: A Conditional Use Permit for the property's land-use entitlement, and a subsequent Cannabis Operation Permit for the business. While the Conditional Use Permit runs with the land, the Operation Permit is unique to the owner, business type and expires annually. A separate cannabis Operation Permit is required for each type of cannabis activity carried out on or at the premises regardless of ownership.

Pursuant to California Business and Professions Code Section 26000, et seq., a valid license issued by the state shall be required to operate any commercial cannabis activity within the County.

The project received a Use Permit at the October 17, 2019, Planning Commission (see Attachment B for staff report). The following issues were analyzed as part of the Use Permit: site control (distanced to sensitive sites), odor, setbacks, signage, visual screening, lighting, parking, and noise.

ENVIRONMENTAL REVIEW

The County contracted with Resource Concepts Inc. (RCI) to conduct a 15183 analysis (Attachment C). CEQA mandates that projects consistent with the development density established by existing zoning, community plan, or general plan policies for which an Environmental Impact Report (EIR) was certified shall not require additional environmental review, except as might be necessary to examine whether there are project-specific significant effects peculiar to the project or its site. The 15183 analysis found no significant impacts peculiar to cannabis cultivation beyond the scope of mitigation measures stated in the Mono County General Plan EIR. The 15183 analysis specifically reviewed potential impacts related to land use, housing, soils, water, air quality/odors, transportation, biological resources, energy and mineral resources, hazards, noise, public services, utilities, aesthetics, cultural resources, recreation, and greenhouse gas emissions (GHG).

Ultimately, the review determined:

1. The land use and planning impacts of the proposed agricultural cultivation were analyzed in the EIRs certified in conjunction with the adoption of the Mono County General Plan;
2. This parcel is no different than other agricultural parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project;
3. There is no new substantial information indicating that the land use and planning impacts of the project will be more severe than described in the EIR; and
4. There are no cumulative or off-site land use and planning impacts from the proposed project that were not addressed in the prior EIR.

DISCUSSION

The project is located at 324 N. River Lane (APN 002-460-015) in Walker. The 20-acre parcel has a Land Use Designation (LUD) of Agriculture (AG), which permits commercial cannabis cultivation subject to a Use Permit and Operation Permit. Use Permit 18-018 for cannabis cultivation and manufacturing was approved by the Mono County Planning Commission on October 17, 2019. Manufacturing will be processed through a separate Operation Permit.

The cannabis operation will occur indoors and includes the following facilities:

- Two 10,000-square foot greenhouses
- One indoor immature plant nursery (30'x50' or 1,500 sf)
- One diffused light clone greenhouse (30'x50' or 1,500 sf)
- Two oil extraction, drying and processing sheds (12'x60' or 720 sf each)
- One 800 sf compost area
- Three waste storage containers (10'x5' or 150 sf each)
- Two cannabis storage containers (8'x40' or 320 sf each)
- One barn (totaling 2,592 sf) with upstairs apartment (appx 1,000 sf)

- One accessory dwelling unit (13'x52' or 693 sf) with adjacent parking area
- Two diesel generators for backup and emergency supply
- Four 2,500-gallon water tanks
- One 10,000-gallon water tank
- Two propane tanks (250 gal and 1,000 gal)
- One well house (10'x10', or 100 sf)

The Operation Permit will be evaluated under the requirements set forth under Mono County Code (MCC) Chapter 5.60. MCC 5.60.070 lists the application requirements for obtaining a Cannabis Operation Permit; MCC 5.60.120 provides the commercial cannabis operating requirements for all types of cannabis businesses; and MCC 5.60.130 provides additional regulations for cannabis cultivation. The applicant has provided all required materials for this application to be processed. Internal staff routing has verified completeness and acceptance of the application. The following departments have also provided review of the project and have deemed it acceptable: Inyo Mono Agriculture Commissioner; Environmental Health; Public Health; Solid Waste; Sheriff's Office; and Community Development.

Operating plan – MCC 5.60.070(B)(13); MCC 5.60.130

The applicant is required to submit an operating plan detailing proposed activity, products, processes, inventory procedures, employee training, hours of operation, and quality control procedures.

- Cannabis cultivation will occur indoors in the two 10,000-square foot greenhouses.
- In addition to the above, the operation will include one 30'x50' (1,500 sf) indoor immature plant greenhouse and one 30'x50' (1,500 sf) diffused light clone greenhouse.
- No artificial lighting will be used in the greenhouses.
- The two 10,000-square foot greenhouses, immature plant nursery greenhouse, and the diffused light clone greenhouse will each use a nonaqueous odor control chemical delivery system as means of primary odor control via NCM Environmental Solutions (see staff report Attachment C, CEQA 15813 Analysis: Attachment E – Odor Mitigation Plan).
- Misting fans will treat all exhaust vapors being released from greenhouse vents.
- The composting area will be covered and have an external misting system for odor control.
- Potential products produced from the operation include finished high-grade THC cannabis flower, finished high-grade CBD cannabis flower for oils, THC oils, CDB oils, and CBD and THC edibles.
- All cannabis flower will be stored in a secured storage area until transported by a licensed distributor.
- Colitas Farms is not a retail operation. Products will not be sold on-site.
- The project will initially have up to four employees working on the property five days a week. During harvest, there will be up to ten employees working at one time.
- Harvests will occur four times per year and will last approximately two weeks.
- Parking for employees is located near the front gate, as shown on the site plan (Attachment A).
- Fertilizers to be used include organic compost, worm castings, fish hydrolysate, kelp, and molasses.
- Fertilizer will be sealed and stored in storage containers in the location shown on the site plan (Attachment A).
- An on-site manager will clean and secure storage containers daily.
- Colitas Farms will also produce lavender and honey.
- The property is on a private septic system and well, which the 15183 analysis found to be sufficient for the proposed uses.
- The cultivation operation will use approximately 3,200 gallons/day or 3.56 acre-feet annually at full build-out.
- Operation hours will generally be between dawn to dusk. The operation will not be open to the public.
- In the event of utility failure, two backup diesel generators will be used. Each generator emits 66 decibels at a distance of 22 feet. The Mono County Noise Ordinance contains an exemption for the generation of sound in the performance of emergency work during power outages.
- The 24-hour emergency contact and community relations contacts for the operation are Jeni Pearsons (323-983-3647; jeni.verson@gmail.com) and Michael Storck (818-381-6329; elstorco@yahoo.com).

- Age Verification: No persons under the age of 21 will be allowed to enter the premise.

Inventory Control

The operation will use the state's track-and-trace system (METRC) to maintain inventory. All plants will have a unique identifier (UID) issued by the state. Per state requirements, the applicant is required to maintain a sufficient supply of UIDs in inventory to support tagging in accordance with state regulation. Cannabis will be harvested and processed on the premise and then taken to a secure storage area until ready for transportation.

All cannabis is required to be entered into the track-and-trace system by the licensee starting with seed, cannabis which has been propagated onsite or purchased from a licensed nursery, or seedling purchased from a license nursery. The UID will accompany the cannabis products through all phases of the growing cycle, including waste.

Waste management plan – MCC 5.60.070(B)(15); MCC 5.60.130(F)

The operation will use three 10'x5' storage containers for waste. An 800-square foot compost area will be used for cannabis plant waste. The composting area will be covered and have an external misting system for odor control. Diesel fuel will be stored in a concrete case in the barn structure.

Fertilizers and pesticides will be kept in sealed containers. Fertilizers include worm castings, fish hydrolysate, kelp, and molasses. Pesticides include coconut water, powdered potassium silicate, neem cake, aloe vera flakes, and essential oils. Containers are to be sealed and signed in accordance with Title 3 of the California Code of Regulations, Division 6, Chapter 3, Article 4. Prior to the use of pesticides, the applicant will acquire the appropriate permits from the Inyo and Mono Counties Agricultural Commissioner's Office.

The provider for general waste is D&S, with tote and dumpster service.

The waste management plan is in compliance with Title 3, Section 8108 and 8308 of the California Code of Regulations, and has been approved by the County's Solid Waste Superintendent per Mono County Code 5.60.130.F.

Security plan – MCC 5.60.070(B)(16); MCC 5.60.130(G)

The Security Plan has been reviewed by the Mono County Sherriff's Office and has been approved under the requirements set forth in MCC 5.60.130 (G). Pursuant to MCC 5.60.070.B(16) the security plan is confidential.

The applicant has completed LiveScan for both Mono County and the California Department of Food and Agriculture.

Analysis – MCC 5.60.080(C)

Upon completion of staff review and internal processing, the Director shall set the matter for decision by the Approval Authority, which shall receive and consider the input and recommendations of the Sheriff, staff, the applicant and any interested persons. Pursuant to MCC 5.60.080(C), the Board may issue the cannabis operation permit if:

1. The commercial cannabis activity, as proposed, will comply with the requirements of state law and regulation, the Mono County General Plan, the Mono County Code and this Chapter.

The staff report describes the applicant's operations such that they are in compliance with County regulations, and the applicant has signed under Penalty of Perjury that "the applicant and all persons involved in management have the ability to comply with all laws regulating cannabis businesses in the State of California and shall maintain such compliance during the term of the permit."

2. The property has all necessary land use entitlements as required by the Mono County General Plan or is legally exempt from such requirements.

The applicant received a Use Permit from the Planning Commission on October 17, 2019.

3. The applicant has demonstrated to the satisfaction of the Approval Authority that the operation, its owners and the applicant have the ability to comply with state law and regulation, the Mono County General Plan, the Mono County Code and this Chapter.

Through this evaluation, the applicant has demonstrated the ability to comply with state law and regulation, the Mono County General Plan, and the Mono County Code. The application has been circulated for multi-departmental review and has received approval from departments including, but not limited to, the Inyo Mono Agricultural Commissioner, Community Development, Environmental Health, Public Health, Solid Waste, and the Sheriff's Office. Application materials were reviewed, and additional questions of the project were communicated to the applicant for further clarification which was provided by the applicant and included in this report.

4. No applicant or owner has been convicted of a felony or a drug-related misdemeanor reclassified under Section 1170.18 of the California Penal Code (Proposition 47) within the last ten (10) years, unless the Approval Authority determines that such conviction is not substantially related to the qualifications, functions or duties of the person or activity and/or there is adequate evidence of rehabilitation of the person. A conviction within the meaning of this section means a plea or verdict of guilty or a conviction following a plea of nolo contendere.

The applicant/owner has affirmed he has not been convicted of a felony or a drug related misdemeanor within the past ten (10) years. A Condition of Approval for this permit will be the positive recommendation from the Sheriff's Office of the applicant/owner to engage in commercial cannabis actives based on the results of the background check/LiveScan.

5. The Approval Authority determines that issuance of the permit is in the best interests of the community, the County, and its citizens and visitors, based on the following:

- 1) The experience and qualifications of the applicant and any persons involved in the management of the proposed cannabis business:

The applicants do not have prior experience in cannabis, but are successful business owners. Michael Storc has been President of JETYM, a business providing specialty transportation vehicles to the film industry, for the past ten years and has a degree in Business and Accounting. Jeni Parsons has eight years of experience as an event planner.

- 2) Whether there are specific and articulable positive or negative impacts on the surrounding community or adjacent properties from the proposed cannabis business:

The project is compatible with Mono County Land Use Element policies and Antelope Valley Area Plan goals, including the preservation of agriculture and rural business.

The use is consistent with property's Agriculture (AG) designation. Properties to the east, west, and north are also AG and at least 18 acres in size. Properties on the south side of North River Lane are primarily Estate Residential (ER) parcels of approximately one acre and contain single family residences.

The following public comment letters, which did not differentiate between cultivation and manufacturing activities, were submitted: a petition in opposition with 153 signatures, 13 letters of opposition, a petition in support with 23 signatures, and nine letters of support (see Attachment D). Key points raised by opposition letters include odor, visuals, security, water use, traffic, property value impacts, and incompatibility with the residential character of the

neighborhood. Letters of support highlight that the business provides economic diversity to the Antelope Valley and will not be disruptive to the community, and vouch for the applicants as responsible owners.

The following responses to comments, based on the General Plan, MCC 5.60, Conditional Use Permit 18-018, and the CEQA 15183 analysis are organized by topic:

- **Odor:** The 15183 analysis found no significant odor impacts based on the indoor location and installation of the odor scrubbing system that will treat all exhaust from the greenhouses. In addition, an odor mitigation misting system will be used on the outdoor compost area. (See p. 17-20 of Attachment C.)
- **Visuals:** The Use Permit found the project to be in compliance and consistent with community and General Plan policies for visuals of agricultural properties and operations. Proposed visual screening along North River Lane includes 48,120-square feet of lavender, along with Leyland Cypress and Sambuca Black Lace trees. (See p. 25 of Attachment C.)
- **Security:** Pursuant to California State Law, the security plan is a confidential document. The Sheriff's office has reviewed and approved the security plan under the requirements set forth in MCC 5.60.130 (G).
- **Water Use:** The 15183 analysis found that total water usage (cannabis plus landscaping) for the proposed project (4.6 acre-feet/year for 1.8 acres of crop) is less than a typical outright permitted agricultural use, such as an alfalfa crop (7.24 acre-feet/year for 1.8 acres of crop), and therefore the impact is not peculiar to the project. The project has the necessary approvals from the Lahontan Regional Water Quality Control Board for discharge from the greenhouses and is not in a groundwater basin subject to the Sustainable Groundwater Management Act. (See p. 16-17 of Attachment C.)
- **Traffic:** The 15183 analysis calculates trip generation rates for the proposed project and found that traffic is comparable to that generated by a typical farm with a family of four to six persons that commute to school or work, and have the need for additional workers for harvest. A typical farm could have higher intensity transportation uses, such as semi-trailers, which are not part of the proposed project. In addition, the existing private road is adequate for the types of vehicles proposed for use by the project. (See p. 19-20 of Attachment C.)
- **Property Value Impacts:** Property value impacts are highly speculative and outside the scope of the County's permitting analysis. The project is consistent with the existing land use designation and the permitted uses subject to use permit, which are public documents providing information about the types of activities that may be allowed on the property.
- **Incompatibility with Residential Character of Neighborhood:** The General Plan Land Use Designations on North River Lane place agricultural designations adjacent to residential designations, separated only by a private road, which could create land use conflicts. Mono County engages in community-based planning in an effort to tailor community policies and regulations to recognize and account for potential conflicts such as this one and, in this case, spent approximately 16 months developing cannabis regulations to account for specific community concerns. During that policy development, no comments on this "residential vs. agricultural" designation issue were made at Regional Planning Advisory Committee, Planning Commission, or Board of Supervisor meetings; and no written or oral comments were submitted directly to staff. While those in opposition to the project have now raised these policy considerations to the RPAC, which is considering the issue and may make a future recommendation to the Board of Supervisors on policy and regulatory amendments to General Plan Chapter 13 and MCC 5.60, the Board of Supervisors is obligated to evaluate the proposed project under the existing adopted regulations that were developed with community input.

In addition, the applicants have responded to concerns from the community by modifying the original project. To reduce odor generation and overall scale of the grow, the project has been modified from over 50,000 square feet of outdoor grow area in the original submittal to two 10,000-square foot indoor cultivation greenhouses (no outdoor grow is proposed; a nursery and diffused light clone greenhouse was included in the initial and current submittal in addition to the cultivation area). To further mitigate concerns due to odor, an engineered odor mitigation system was added to greenhouses and the outdoor compost area.

- 3) The adequacy and feasibility of business, operations, security, waste management, odor control, and other plans or measures submitted by the applicant:

As a cultivation business, the application adequately addresses the feasibility of business, operations, security, waste management, and odor control, as noted above. Application materials have been reviewed and approved by Environmental Health and the Sheriff's Office.

Public consumption is prohibited on-site and no public sales will take place at the premise. The premise will be closed to the general public. Waste materials will be in the form of plant materials. All cannabis product will be transported and sold to other California cannabis-licensed businesses.

- 4) Whether granting the permit will result in an undesirable overconcentration of the cannabis industry in a limited number of persons or in a limited geographic area within the County:

There are currently two other permitted commercial cannabis businesses in Antelope Valley. Tilth Farms is the nearest existing commercial cannabis cultivation business and is approximately one-half mile away, and Walker River Farms, located approximately 2.3 miles away, is a microbusiness that includes cultivation.

There are three main agricultural areas in Mono County where cannabis is permitted: Antelope Valley, Mono Basin (outside the scenic area), and the Tri-Valley area. With the current limit of ten cannabis cultivation operation permits, an even distribution assumes three to four cultivation projects per area. Other parts of the county, including the Sierra Business Park which has an approved indoor cultivation operation, have the ability to apply for cultivation, but this analysis is offered to help conceptualize concentration based on the current cap and main agricultural regions. This proposal would be the third cultivation permit in Antelope Valley, following the approvals of Tilth Farms and Walker River Farms.

- 5) Environmental impacts/benefits of the cannabis business such as waste handling, recycling, water treatment and supply, use of renewable energy or other resources, etc.:

Environmental review determined no significant environmental impacts beyond that of a typical agriculture operation. The 15183 analysis (Attachment C) specifically reviewed potential impacts related to land use, housing, soils, water, air quality/odors, transportation, biological resources, energy and mineral resources, hazards, noise, public services, utilities, aesthetics, cultural resources, recreation, and greenhouse gas emissions (GHG).

- 6) Economic impacts to the community and the County such as the number and quality of jobs created, and/or other economic contributions made by the proposed operation.

The proposed project will generate an incremental increase in cannabis taxes. The proposal will generate up to ten jobs at full buildout and two farm labor housing units.

Pursuant to MCC 5.60.080(D), the Board shall deny an application that meets any of the following criteria:

1. The applicant has knowingly made a false statement of material fact, or has knowingly omitted a material fact, from the application.

To the best of staff's knowledge, the application is complete and accurately depicts all facets of the proposal.

2. A previous cannabis operation permit issued under this Chapter for an operation involving the same applicant or owner has been revoked by the County within the two (2) years preceding the date of the application and all opportunities for appeal of that determination have been exhausted or the time in which such appeals could have been filed has expired.

The applicant has not previously applied for a cannabis operation permit.

3. The applicant or any owner has been determined, by an administrative hearing body or a court of competent jurisdiction to have engaged in commercial cannabis activities in violation of State or local law and all opportunities for appeal of that determination have been exhausted or the time in which such appeals could have been filed has expired.

The applicant has not previously engaged in commercial cannabis activities and has not violated State or local law regarding commercial cannabis.

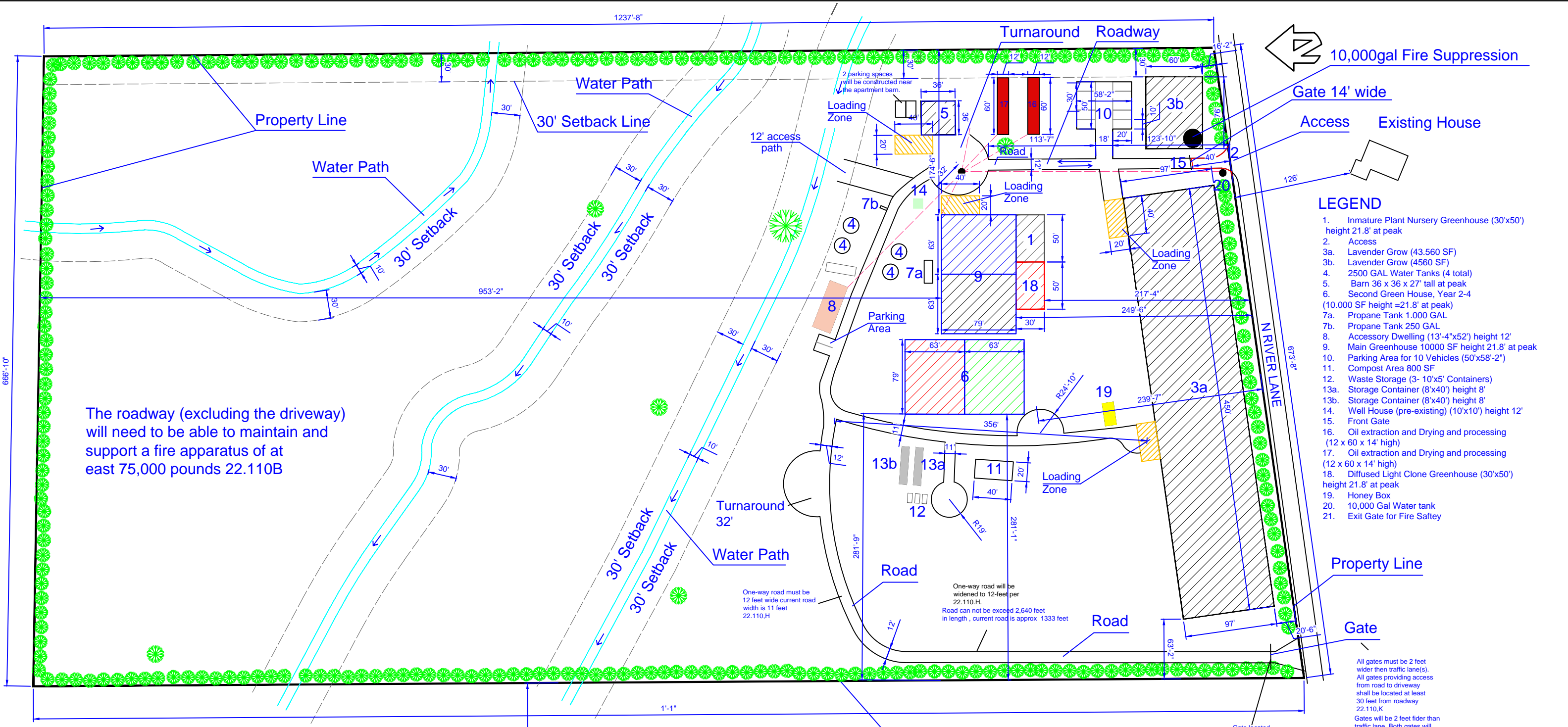
This staff report has been reviewed by the Community Development Director.

ATTACHMENTS

- A. Site Plan**
- B. Staff Report – Use Permit 18-018**
- C. 15183 Analysis**
- D. Public Comment Letters**

Conditions of Approval
Commercial Cannabis Cultivation Operation Permit 19-005/Colitas Farms

1. The operation shall comply with all County department regulations including, but not limited to, the Mono County Sheriff's Department, Public Health Department, Environmental Health Department, Public Works Department, Community Development Department, and Treasure - Tax Collector's Office.
2. The operation shall comply with all rules and regulations established in Mono County Code, the Mono County General Plan, and all applicable state laws.
3. This permit is nontransferable and shall terminate upon expiration or subsequent termination, or change in property ownership, or when more than fifty percent of the corporate stock, partnership interest or other business interest is transferred.
4. This permit is only valid when a Use Permit exists for the property. This permit shall become invalid if the Use Permit for the property is revoked.
5. Prior to commencing operation, the applicant shall obtain a state cannabis cultivation license, Mono County Business License, and a Mono County Tax Certificate.
6. Prior to commencing operation, the applicant shall complete a Mono County LiveScan and receive affirmation from the Sheriff's Office to commence operation.
7. The applicant must provide proof of the state-issued annual license when available.
8. The County, its agents, and employees may seek verification of the information contained in this permit and the associated application.
9. The business shall be subject to an annual inspection performed to ensure compliance with County Code 5.60.120. Failure to pass the annual inspection prior to the August 31 deadline may result in denial of the renewal application.
10. The operation shall operate only in accordance with the application and all corresponding plans reviewed and approved by the County.
11. This permit shall expire August 31, 2020 (unless renewed or revoked in accordance with Mono County Code Chapter 5.60).
12. Renewal/modifications must be received by August 1 accompanied by the required renewal/modification fee. If any of the documentation and information supplied by the applicant pursuant to Section 5.60.070 has changed or will change since the grant of this permit, the applicant shall submit updated information and documentation with the application for renewal and shall provide such other information as the Director may require. If an applicant fails to submit the renewal form and all associated fees thirty (30) days before August 31, the applicant will be required to submit a new application under section 5.60.070.



The roadway (excluding the driveway) will need to be able to maintain and support a fire apparatus of at east 75,000 pounds 22.110B

- LEGEND**
1. Immature Plant Nursery Greenhouse (30'x50') height 21.8' at peak
 2. Access
 - 3a. Lavender Grow (43,560 SF)
 - 3b. Lavender Grow (4560 SF)
 4. 2500 GAL Water Tanks (4 total)
 5. Barn 36 x 36 x 27' tall at peak
 6. Second Green House, Year 2-4 (10,000 SF height =21.8' at peak)
 - 7a. Propane Tank 1,000 GAL
 - 7b. Propane Tank 250 GAL
 8. Accessory Dwelling (13'-4"x52') height 12'
 9. Main Greenhouse 10000 SF height 21.8' at peak
 10. Parking Area for 10 Vehicles (50'x58'-2")
 11. Compost Area 800 SF
 12. Waste Storage (3- 10'x5' Containers)
 - 13a. Storage Container (8'x40') height 8'
 - 13b. Storage Container (8'x40') height 8'
 14. Well House (pre-existing) (10'x10') height 12'
 15. Front Gate
 16. Oil extraction and Drying and processing (12 x 60 x 14' high)
 17. Oil extraction and Drying and processing (12 x 60 x 14' high)
 18. Diffused Light Clone Greenhouse (30'x50') height 21.8' at peak
 19. Honey Box
 20. 10,000 Gal Water tank
 21. Exit Gate for Fire Saftey

All gates must be 2 feet wider than traffic lane(s). All gates providing access from road to driveway shall be located at least 30 feet from roadway 22.110.K
Gates will be 2 feet fider than traffic lane. Both gates will be located at least 30-feet away from the roadway per 22.110.K.

One-way road must be 12 feet wide current road width is 11 feet 22.110.H
Road can not be exceed 2,640 feet in length , current road is approx 1333 feet

VICINITY MAP, NOT TO SCALE



- Notes:**
1. Driveway is approximately 356 feet.
 2. Road cannot exceed 2,460 feet in length. Road is approximately 1,333 feet.
 3. Radius of turnouts will need to be confirmed during the building permit process.
 4. The roadway (excluding the driveway) will need to be able to maintain and support a fire apparatus of at least 75,000 pounds per 22.110.B.

Parcel No. (APN)	002-460-015-000
Lot Area	816.239 SF
Total Lot Coverage	118.500 SF 14.5%

**324 N RIVER LN
COLEVILLE, CA 96107
Scale: 1"=100'**



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

October 17, 2019

To: Mono County Planning Commission

From: Hailey Lang, Planning Analyst

Re: Use Permit 18-018/Colitas Farms

RECOMMENDATION

It is recommended that Planning Commission take the following actions:

1. Find that the project qualifies as an Exemption under CEQA guidelines 15183 and instruct staff to file a Notice of Determination;
2. Make the required findings as contained in the project staff report; and
3. Approve Use Permit 18-018 subject to Conditions of Approval.

BACKGROUND

In November 2016, California voters approved the Adult Use of Marijuana Act (Proposition 64) to legalize adult use of marijuana (in addition to medical uses that were legalized in 1996). Every precinct in Mono County passed Proposition 64, with margins as low as 1.4% in the Bridgeport area to a high margin of approximately 30% in the Mono Basin, June Lake, and Wheeler Crest areas. The state's legalization of adult use marijuana presented local jurisdictions with several choices for regulating the new industry: 1) ban cannabis activities in whole or part; 2) adopt local regulations for cannabis activities; or 3) remain silent and defer to state laws and regulations.

In June 2017, California Senate Bill 94 was passed, consolidating the provisions of the Medical Cannabis Regulation and Safety Act and Proposition 64 (passed by voter approval in the November 2016 election) into what is now known as the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA). The Act creates a framework for the regulation of commercial medicinal and adult-use cannabis in California.

Three state authorities were authorized for the oversight and State permitting of cannabis businesses: The Bureau of Cannabis Control is the lead agency for retailers, distributors, testing labs, microbusinesses, and temporary cannabis events; CalCannabis, a division of the California Department of Food and Agriculture (CDFA), has oversight of cultivation; and the Manufactured Cannabis Safety Branch, a branch of the California Department of Public Health, regulates all commercial cannabis manufacturing. Each licensing authority requires an operator to receive local approval prior to applying for state licensure.

Mono County conducted a community-based planning effort for feedback on the most appropriate regulatory approach and, ultimately, to develop policies and regulations for legalized cannabis activities. In 2017, the following 12 Regional Planning Advisory Committee (RPAC) meetings and outreach sessions were conducted: two in Antelope Valley, three in Bridgeport, one in June Lake, two in the Mono Basin, two in Long Valley, and two in Tri-Valley. Three workshops were held with the Planning Commission, and feedback from the Commission and RPACs were incorporated into the development of the policies. Concurrently, the Cannabis Joint Committee, which is comprised of 10 County departments/divisions, reviewed the policies and public feedback, and provided additional input that was incorporated as policies were developed.

At a formally noticed public hearing in October 2017, the Commission recommended General Plan policies pertaining to cannabis activities for adoption by the Board. The Board of Supervisors held five workshops, including one with the Town of Mammoth Lakes and one specific to cannabis taxation, to consider public feedback received through RPAC, Planning Commission, and Joint Committee discussions, and provide direction to staff. In December 2017, the Board held a public hearing adopting the General Plan policies recommended by the Planning Commission.

Following the adoption of guiding policies, specific regulations in both the General Plan and Mono County Code were developed through another community-based planning effort. The RPACs again held a total of 12 meetings where cannabis regulations were discussed: two in Antelope Valley, three in Bridgeport, two in the Mono Basin, one in June Lake, two in Long Valley, and two in the Tri-Valley. The Planning Commission also again held three workshops to both incorporate RPAC feedback into the regulations and provide additional input and direction to staff, and the staff-level Cannabis Joint Committee provided additional feedback.

The Commission made a recommendation to the Board to adopt new regulations in March 2018. The Board of Supervisors heard two minor updates and held four discussions on cannabis taxation, in addition to three workshops on cannabis regulations where specific policy issues were considered. The Board adopted the new General Plan and Mono County Code regulations at a formal public hearing on April 17, 2018.

In addition to the structured public engagement process above, the public is always welcome to directly contact Community Development Department staff and Mono County Supervisors via phone or email, or to schedule an in-person meeting to share comments, concerns, and input. Attendance at public meetings and speaking in public is not necessary in order to provide feedback.

The adopted regulations established two permits required for local cannabis businesses: 1) Conditional Use Permit for the property's land-use entitlement; and 2) subsequent Cannabis Operation Permit for the business. While the Conditional Use Permit runs with the land, the Operation Permit is unique to the business and expires annually. A separate cannabis Operation Permit is required for each type of cannabis activity carried out on or at the premises regardless of ownership.

Pursuant to California Business and Professions Code Section 26000, et seq., a valid license issued by the state shall be required to operate any commercial cannabis activity within the county.

PROJECT DESCRIPTION

The project is located at 324 N River Lane (APN 002-460-015) on an approximately 20-acre parcel in Walker. The Land Use Designation (LUD) for this parcel is Agriculture (AG). Types of uses permitted subject to a use permit on AG land include commercial hog and poultry raising, farm labor trailer parks, public utility buildings and/or structures, airports, heliports, stock-feeding yards, agriculture processing plants, slaughterhouses, limited-scale lodging, bed-and-breakfast establishments, animal hospitals, veterinary clinics, kennels, mineral exploration activities, equestrian facilities, commercial hunting and fishing, rural recreation, parks, golf courses, sport facilities, and commercial cannabis activities (nursery, cultivation, processing, manufacturing Type 6, N, and P, distribution, retail, and microbusiness).

A Mono County Use Permit and Operation Permit for cultivation, processing, and Type 6 manufacturing will be submitted to conduct operations. Obtaining the required California State permits to cultivate cannabis will be conditions of all permits.

The proposed project utilizes greenhouses and other structures to grow, process, and manufacture cannabis (see Attachment 1). The project facilities and ancillary items are listed below:

- Two 10,000 square-foot greenhouses
- One immature plant greenhouse (30'x50' or 1,500 sf)
- One diffused light clone greenhouse (30'x50' or 1,500 sf)
- Two oil extraction, drying and processing sheds (12'x60' or 720 sf each)
- One 800 sf compost area
- Three waste storage containers (10'x5' or 150 sf each)
- Two cannabis storage containers (8'x40' or 320 sf each)
- One barn (totaling 2,592 sf) with upstairs apartment (appx 1,000 sf)
- One accessory dwelling unit (13'x52' or 693 sf) with adjacent parking area
- Two diesel generators for backup and emergency supply
- One parking area for 10 vehicles (50'x58' or 2,908 sf)
- Four loading zone areas (800 sf each)
- Four 2,500-gallon water tanks
- One 10,000-gallon water tank
- Two propane tanks (250 gal and 1,000 gal)
- One well house (10'x10', or 100 sf)
- Front gate and fencing for security
- Underground utilities
- Trees around the property perimeter for visual aesthetics (Leyland Cypress and Sambuca Black Lace)
- One-way road with two access points

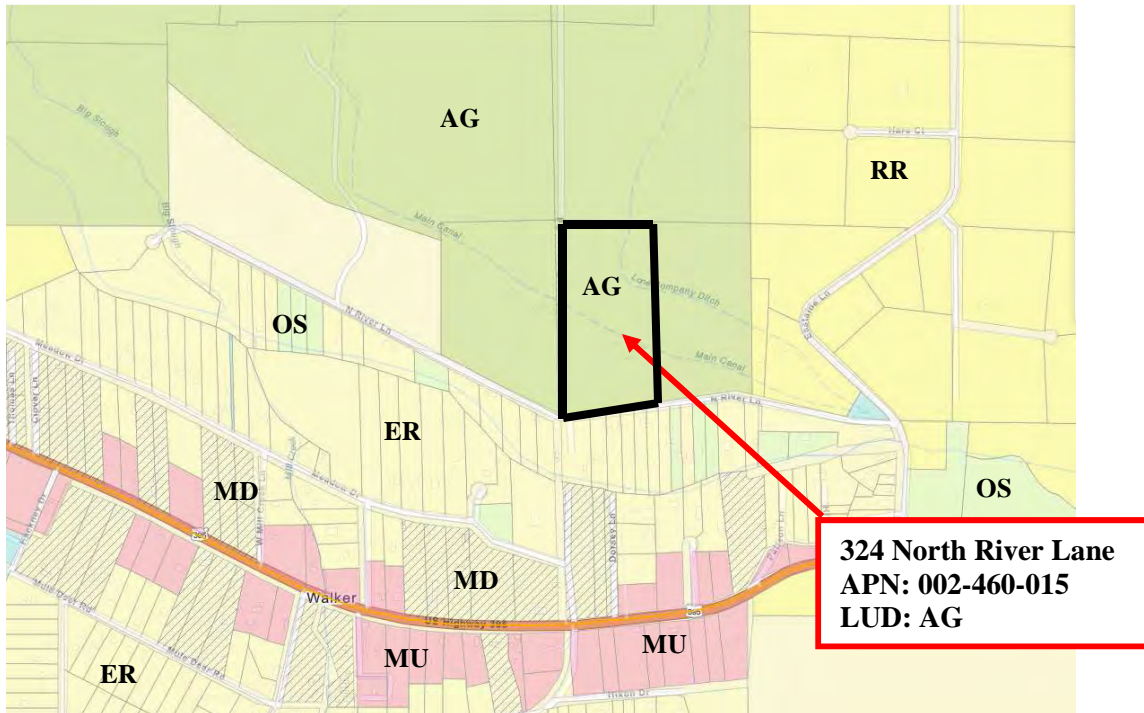
In addition to growing cannabis, the farm will grow lavender which includes the following items:

- Two lavender cultivation areas (43,560 sf and 4,560 sf) and lavender oil extraction
- One honey box

PROJECT LOCATION



PROJECT LAND USE DESIGNATION



LAND DEVELOPMENT TECHNICAL ADVISORY COMMITTEE (LDTAC)

The LDTAC first reviewed the application on Dec. 17, 2018, and recommended acceptance for permit processing. Based on community input, the applicants revised their project description to remove the outdoor grow and cultivate indoors only. With the change in project description, LDTAC reviewed the application again on Feb. 19, 2019, and re-accepted the permit for processing.

CEQA COMPLIANCE

The County contracted with Resource Concepts Inc. (RCI) to conduct a 15183 analysis (Attachment 4). CEQA mandates that projects consistent with the development density established by existing zoning, community plan, or general plan policies for which an Environmental Impact Report (EIR) was certified shall not require additional environmental review, except as might be necessary to examine whether there are project-specific significant effects peculiar to the project or its site. The 15183 analysis found no significant impacts peculiar to cannabis cultivation, processing, and manufacturing Type 6, or beyond the scope of mitigation measures stated in the Mono County General Plan EIR. The 15183 analysis specifically reviewed potential impacts related to land use, housing, soils, water, air quality/odors, transportation, biological resources, energy and mineral resources, hazards, noise, public services, utilities, aesthetics, cultural resources, recreation, and greenhouse gas emissions (GHG).

Ultimately, the review determined:

1. The land use and planning impacts of the proposed agricultural cultivation were analyzed in the EIRs certified in conjunction with the adoption of the Mono County General Plan;
2. This parcel is no different than other agricultural parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project;
3. There is no new substantial information indicating that the land use and planning impacts of the project will be more severe than described in the EIR; and
4. There are no cumulative or off-site land use and planning impacts from the proposed project that were not addressed in the prior EIR.

GENERAL PLAN CONSISTENCY

The General Plan land use designation for this property is Agriculture with a 10-acre minimum (AG-10). According to the Mono County General Plan, “the ‘AG’ designation is intended to preserve and encourage agricultural uses, to protect agricultural uses from encroachment from urban uses, and to provide for the orderly growth of activities related to agriculture.” Permitted uses under the Agriculture land use designation include single-family homes, accessory buildings, non-commercial composting, and all uses proposed in conjunction with a bona-fide agricultural operation. Commercial cannabis cultivation is permitted subject to a Use Permit and compliance with Chapter 13, and a Cannabis Operation Permit pursuant to Mono County Code Chapter 5.60.

The proposed development is also consistent with Antelope Valley Area Plan policies contained in the Mono County General Plan Land Use Element.

MONO COUNTY LAND USE ELEMENT, COUNTYWIDE LAND USE POLICIES

Objective 1.I. Maintain and enhance the local economy.

Objective 1.L. Provide for commercial cannabis activities in Mono County in a way that protects public health, safety, and welfare while also taking advantage of new business and economic development activities.

Policy 1.L.3. Avoid, reduce, and prevent potential issues specific to commercial cannabis activities that may adversely affect communities.

Policy 1.L.4. In recognition of the potential economic benefits of this new industry, encourage the responsible establishment and operation of commercial cannabis activities.

MONO COUNTY LAND USE ELEMENT, ANTELOPE VALLEY POLICIES

GOAL 4. Provide for orderly growth in the Antelope Valley in a manner that retains the rural environment, and protects the area's scenic, recreational, agricultural, and natural resources.

Objective 4.A. Guide future development to occur within the US 395 corridor and existing communities.

Policy 4.A.3. Along the Highway 395 corridor between existing communities, provide for limited development that is compatible with natural constraints and the Valley's scenic qualities.

Objective 4.B. Maintain the scenic, historic, agricultural, and natural resource values in the Valley.

Objective 4.D. Maintain and enhance the local economy.

PUBLIC HEARING NOTICE

A public hearing notice was published in the Oct. 5, 2019, issue of The Sheet and the Oct. 3, 2019, issue of Mammoth Times (see Attachment 2) and was mailed to surrounding property owners within 300 feet of the proposed project (Attachment 3) on Oct. 2, 2019. No comments have been received as of the drafting of this staff report.

On October 9, 2018, prior to the first version of the application being accepted for processing, a petition with 49 signatures against the project was submitted to the Community Development Department. This petition was based on the previous project description that included an outdoor grow area. The petition comments on a number of topics including: general opposition to the legality of cannabis; watershed impacts; Water Board and/or Air Quality District compliance; location/site control; well/water impacts; pest control; natural hazard impacts; size of buildings; character of potential employees; odor and air quality impacts; visual impacts; noise; lighting; security; biological and cultural impacts; infrastructure; and regulatory impacts. The submitted petition is available upon request.

USE PERMIT FINDINGS

In accordance with Mono County General Plan, Chapter 32, Processing-Use Permits, the Planning Commission may issue a Use Permit after making certain findings.

Section 32.010, Required Findings:

1. *All applicable provisions of the Mono County General Plan are complied with, and the site of the proposed use is adequate in size and shape to accommodate the use and to accommodate all yards, walls and fences, parking, loading, landscaping and other required features because:*
 - a. Cannabis cultivation, processing, and manufacturing Type 6 is permitted subject to use permit in AG designations and must comply with Chapter 13, Cannabis Regulations.
 - b. Adequate site area exists for the proposed uses. The footprint of cannabis operations at full buildout is up to 20,000 square feet out of approximately 20 acres of the property.
 - c. The site provides adequate parking and space for loading areas. Employee vehicles will be accommodated by the on-site parking areas. Ten parking spaces for non-residential employees will be located near the main access gate near the lavender grow area in the southeast corner of the property (parking stalls are approximately 10' x 20' each), and there are also four separate areas throughout the property designated for loading (800 square feet each). Two parking spaces are located by the apartment barn with two more by the manufactured home for a total of 14 spaces. Three turnouts would accommodate access and emergency vehicle turnaround. Per Chapter 6, Parking, Table 06.010, Required Number of Parking Spaces, Colitas Farms is required to have two spaces for each three employees on the largest shift. Colitas Farms would need to accommodate eight parking spaces plus the two parking spaces for each residential unit, for a total of 12 parking spaces. Per Chapter 6, Parking Stall Size, uncovered parking spaces in areas below 7,000 feet in elevation may be reduced to 9' x 18'. Therefore, the proposed parking exceeds required standards.
 - d. The location of the proposed project is consistent with the Antelope Valley Area Plan's intent for preserving agriculture (refer to General Plan Consistency).
 - e. There will be no detrimental impacts to housing. An apartment barn (with approximately 1,000 square feet of living space with a total of 2,592 square feet) will be located east of the main greenhouse to house the lone on-site employee. A dilapidated manufactured home currently exists on site and will be torn down and replaced with a new manufactured home (693 square feet) for additional employees at a later date.
2. *The site for the proposed use related to streets and highways is adequate in width and type to carry the quantity and kind of traffic generated by the proposed use because:*
 - a. During non-harvest times, employee traffic could be three round trips per day, five days a week, or about 60 round trips per month. During harvest seasons, employee traffic could increase to as much as nine round trips per day, five days a week, for about 45 round trips per week for four two-week periods. Employees will be encouraged to carpool to the site. Deliveries and shipping of products would occur twice per week via delivery van. No semi-trailers are anticipated for regular farm operations. The traffic for the proposed project is comparable to traffic typical for a farm with a family of four to six persons who commute to school or work and have the need for additional workers for harvest. Depending

on the crop, a typical farm could also be expected to have larger transportation and shipping vehicles, such as semi-trailers, which are not part of the proposed project.

The project area is accessed from Hwy 395 to Eastside Lane and then to North River Lane. The proposed project would increase traffic on all three access roads. Highway 395 is a designated interstate truck route and is designed for heavy traffic. Eastside Lane is a standard County collector/commercial (Class I for snow removal) maintained roadway designed for general uses (Mono County, 1981, 2013, 2014b).

North River Lane is a partially paved private road. Private roads often do not meet the County Roadway Standards and as a result have not been accepted into the County Roadway Systems (Mono County, 2013, 2014b). The existing road is adequate for the passenger vehicles and the types of delivery vans to be used to access the property. The project proponent is committed to maintaining the existing road in its current condition to access their driveway. Access to the proposed farm driveway is approximately 1,650 feet along the paved portion of North River Lane from Eastside Lane along which there are approximately six other driveways.

This traffic is not expected to impact the existing traffic load and capacity above and beyond that of a typical 20-acre traditional farming operation with family and workers living on site. The project will not create barriers for pedestrians or bicyclists, nor will it conflict with policies supporting alternative transportation.

3. *The proposed use will not be detrimental to the public welfare or injurious to property or improvements in the area in which the property is located because:*
 - a. The proposed uses are not expected to cause significant environmental impacts or be detrimental to surrounding property. Elements peculiar to cannabis, including odors, have been analyzed through the 15183 CEQA exemption process and have been found to have no impacts beyond the scope analyzed in the Mono County General Plan EIR.
 - b. The proposed project is a conforming use according to the Mono County General Plan's Land Use Element. The use permit process provides public opportunity to comment on the proposal and no comments were received as of the drafting of this staff report.
 - c. The Antelope Valley Fire Protection District Chief was consulted and recommended the following changes that were incorporated into the project: placement of a 10,000-gallon water tank for fire suppression at the front of the property and extension of the one-way road to a second access point on N. River Lane.

4. *The proposed use is consistent with the map and text of the Mono County General Plan because:*
 - a. Commercial cannabis activities are permitted on AG land given the applicant meets the criteria set forth by Chapter 13.

- b. The project is located within the Antelope Valley Planning Area. The Antelope Valley Plan encourages the protection of agriculture and its related values.

COMPLIANCE WITH MONO COUNTY CANNABIS REGULATIONS, CHAPTER 13

In addition to General Plan policies and regulations, commercial cannabis activities shall comply with Chapter 13. The following general standards and requirements apply to all commercial cannabis activities permitted in the county:

13.070 C. Site Control.

No commercial cannabis activity shall be allowed within six hundred (600) feet of schools providing instruction to kindergarten or any grades 1 through 12, day care or youth centers, parks, ballfields, playgrounds, libraries, community centers, and licensed childcare facilities.

The project is not located within 600' of schools, parks, playgrounds, libraries, or community centers. The nearest schools are Antelope Valley Elementary School and Coleville High School, both located four miles to the northwest in Coleville, CA.

13070 D. Setbacks.

All commercial cannabis activities shall meet existing setbacks established in General Plan Chapter 4 – Land Use Designations and 4.120 Yards and Setbacks.

All proposed structures and grow areas meet setback standards for agriculture designations (50' front, 30' rear, 30' side).

13.070 E. Odor Control.

An odor mitigation plan is required to demonstrate that odors generated by the commercial cannabis activity shall not unreasonably impact adjacent properties and uses, or that odor mitigation measures are not applicable due to lack of cannabis-related odor generation, location or siting, design features, or other factors.

The nearest receptor to this proposed project is a residence (APN 002-310-032) that is 277 feet south of the proposed clone greenhouse and 321 feet south of the main greenhouse. The composting area is 474 feet from the nearest residence.

Due to the proximity of receptors, Colitas Farms is proposing several methods for odor control. A high-pressure mister/fogger by NCM Environmental Solutions will be installed on all ventilation systems at the mature plant greenhouses, the immature plant greenhouse, and the defused light greenhouse. The compost area will also be equipped with the same high-pressure fogging system as the greenhouses. The high-pressure mister/fogger system disperses an odor-neutralizing product that traps airborne odors and biodegrades unpleasant smells. Both sheds for oil extraction, drying, and processing will have charcoal filter systems to assist with odor mitigation.

The NCM mister/fogger neutralizer has two active parts to neutralize odors, including fragrance and Metazene®. Metazene® is an odor-neutralizing compound that directly interacts with odors. Metazene® reacts with the highly volatile aromatic compounds in cannabis to form a complex ion that acts like a net to surround and envelope the odor. This complex ion becomes 'heavy' and

less volatile resulting in the neutralization of the odor. The fragrance is an odor masker. It is made up of various essential oils and aroma chemicals as well as some solvents to increase tenacity and longevity. The odor control will be programmed to include wind speed and directions. Attachment E in the CEQA document (Attachment 4 to the staff report) provides additional details on the Odor Control Plan.

The Mono County General Plan allows composting activities in the AG LUD up to a maximum of 100 cubic yards of composted materials at a time, and composting activities are required not to create a nuisance. No more than 100 cubic yards of compost will be present on the project site at a time consistent with the Mono County General Plan. Composted cannabis vegetation is a source of odors. The compost area will be covered when not in use to minimize odors. The NCM mister/fogger system described above will be installed over the compost area for odor control.

Lavender will be grown as an additional farm crop and a second scent barrier to any odors that could potentially occur outside of the greenhouses, storage/processing sheds, and composting areas. The lavender will cover 48,120 sf along North River Lane. With implementation of the odor control plan, it is not anticipated that any smell will occur outside the buildings.

13.070 F. Signage.

A Sign Plan shall be required to demonstrate compliance with General Plan Land Development Regulations, Chapter 4.190 Signs, and Chapter 7 Signs.

One hanging sign proposed will be located at the front of the property over the main entry gate. The sign will be ranch style and will be made of wood and copper. The sign will read, “Colitas Farms” with the company logo of a fox. It will be no larger than 10 square feet in size and will have a total clearance of 8-10 feet.

13.070 G. Visual Screening.

All Cannabis, Cannabis Products and Cannabis Accessories shall be screened from view from a public right of way to the best of the Permittee’s ability.

The project site is not located adjacent to a county or state scenic highway. It is adjacent to parcels with agricultural LUDs to the north and is adjacent to estate residential parcels south of North River Lane. Due to the nature of proposed grow operations (greenhouses), crop cultivation will not substantially degrade the visual quality of the surrounding area. Buildings will be painted to match surrounding dark earth tones in coordination with Mono County. Perimeter fencing will be installed with a decorative, wooden main access gate (see Attachment 1).

There will be two lavender grows that cover 48,120 sf along North River Lane that will enhance views to the property. Additionally, a shelterbelt of trees (Leyland Cypress and Sambuca Black Lace) will surround the operations to improve the view from the public right of way. The purpose of the aesthetic enhancements is to increase the appealing nature of the property to landowners and viewers alike. With these proposed actions, the property will be enhanced to reflect the culture and character of the area. The proposed agricultural activities are compatible with the character of the lands in Antelope Valley and with the agricultural character that Antelope Valley policies intend to preserve.

13.070 H. Lighting.

All commercial cannabis activities shall comply with General Plan Land Use Element Chapter 23 – Dark Sky Regulations regardless of activity type or Premise location.

All greenhouses are required to have blackout shade covers from dusk to dawn, and any exterior lighting will comply with the Mono County General Plan regulations for dark sky compliance.

13.070 I. Parking.

A Parking Plan depicting availability and requirements for parking shall be submitted. The Plan shall demonstrate the provision of adequate on-site parking for all employees and allow for loading and unloading.

There are 14 parking spaces provided -- 10 near the gate, two next to the manufactured home, and two next to the apartment barn. There are also four loading and unloading areas throughout the project area. Additionally, three turnouts are provided and comply with all requirements of Chapter 22, Fire Safe Regulations. The parking stalls near the gate are approximately 10' x 20' each in size and comply with 06.030, Parking Stall Size. Colitas Farms is required to provide eight parking spaces plus the two parking spaces for each residential unit, for a total of 12 parking spaces based on the requirements of Table 06.010, Required Number of Parking Spaces. Per Chapter 6, Parking Stall Size, uncovered parking spaces in areas below 7,000 feet in elevation may be reduced to 9' x 18'. The parking and loading spaces provided comply with all requirements of Chapter 6, Parking.

13.070 J. Noise.

Noise generation shall comply with the Mono County General Plan Noise Element and Mono County Code, Chapter 10.16.

The project is not expected to generate noise beyond that of similar agricultural operations. The Mono County Noise Ordinance limits maximum exterior noise levels for agricultural operations to 65 dBA at all times when measured at or within the real property line of the receiving property.

In the event of electrical utility failure, backup diesel generators will be used (two at full build-out). Each proposed KD 110 generator emits 66 decibels at a distance of 22 feet, and both are placed at a minimum of 30 feet from the property line. In addition, the noise ordinance does not apply to the generation of sound in the performance of emergency work, including the use of generators, both fixed and mobile, during power outages.

The project will not increase the existing noise levels above that typical for an agricultural operation and will not expose people to severe noise levels. Noise levels for alternative power for cannabis production will comply with the requirements of 13.070.J. The project will follow all requirements of the County's Noise Ordinance (Mono County Code, Chapter 10.16) and will follow all requirements of 13.070. J.

ATTACHMENTS

- 1 Site Plan

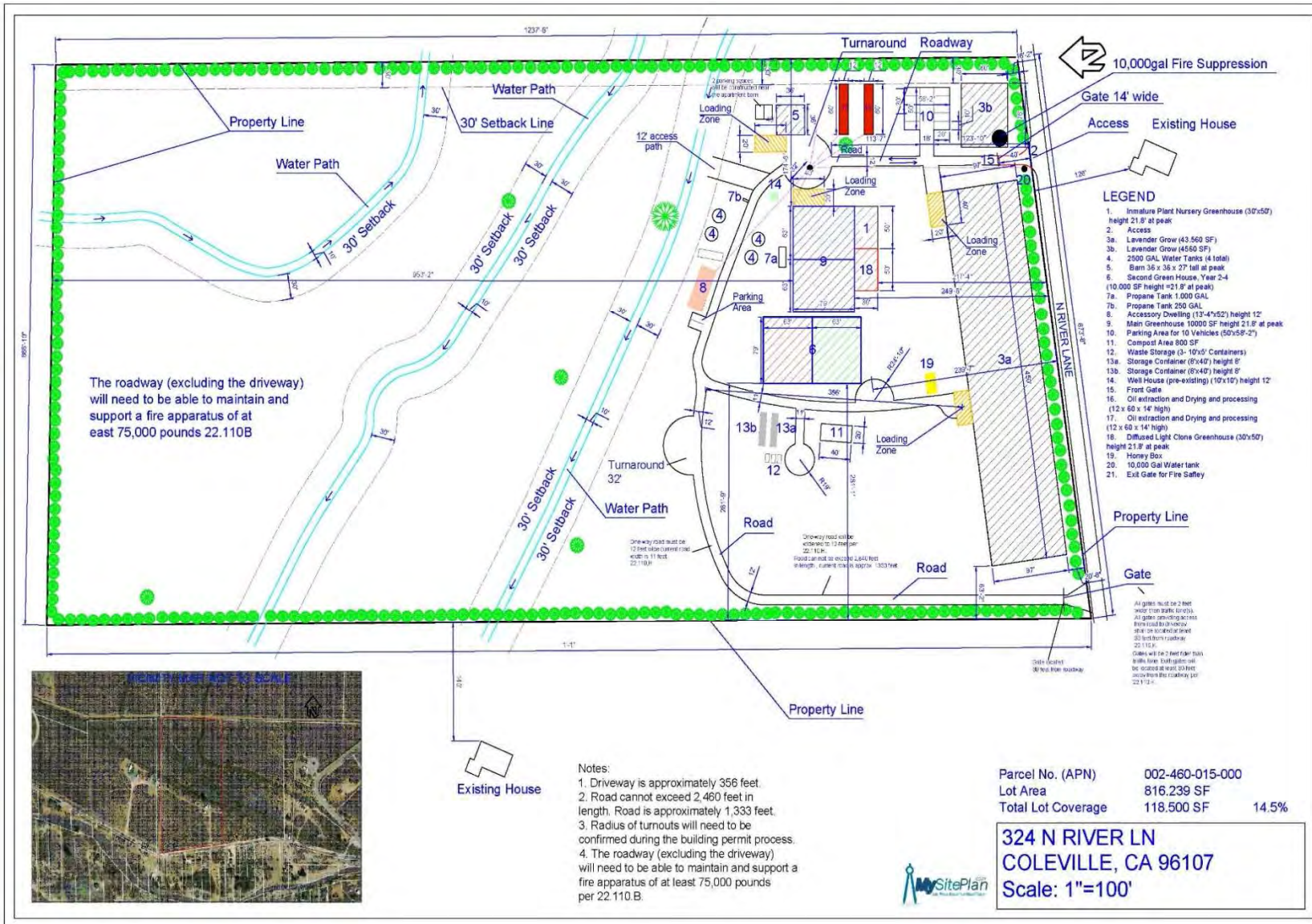
- 2 Public hearing notice
- 3 Public hearing mailer
- 4 CEQA document

CONDITIONS OF APPROVAL

Use Permit 18-018/Colitas Farms

1. All development shall meet requirements of the Mono County General Plan, Mono County Code, and project conditions.
2. Project shall comply with Chapter 13, Cannabis Regulations.
3. Project is required to obtain a Mono County Cannabis Operation Permit pursuant to Mono County Code 5.60 and appropriate state licensing prior to commencing operation. A copy of state license shall be provided to the Mono County Community Development Department.
4. Project shall be in substantial compliance with the site plan as shown on Attachment 1 in the staff report.
5. Project is required to comply with any requirements of the Antelope Valley Fire Protection District.
6. Exterior lighting must comply with Chapter 23, Dark Sky Regulations.
7. Project shall provide 14 parking spaces, as shown on site plan.
8. Project shall not exceed a cannabis canopy of 20,000 square feet, as shown on the site plan. No additional activities, infrastructure, or expansion may occur without Planning Commission approval.
9. Applicant must maintain active business license and tax certificate requirements.
10. The project shall comply with Chapter 22, Fire Safe Regulations.
11. Exterior finishes on all buildings shall be dark earth tone colors.
12. If odor impacts are verified as defined by a cannabis odor enforcement program, odor mitigation may be required.
13. In the event of discovery or recognition of any human remains, all work shall be stopped, and there shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains until the coroner of the County has examined the site (California Health and Safety Code § 7050.5).
14. Project shall comply with all Mono County Building Division, Public Works, and Environmental Health requirements.
15. If any of these conditions are violated, this permit and all rights hereunder may be revoked in accordance with Section 32.080 of the Mono County General Plan, Land Development Regulations

ATTACHMENT 1-SITE PLAN



ATTACHMENT 2-PUBLIC HEARING NOTICE

MONO COUNTY PLANNING COMMISSION

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

Date: October 1, 2019
To: Mammoth Times
From: CD Ritter
Re: Legal Notice for the **October 3** issue.
Invoice: Cara Isaac, PO Box 347, Mammoth Lakes, CA 93546

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that Mono County Planning Commission will conduct a public hearing **Oct. 17, 2019**, at Board of Supervisors Chambers, Mono County Courthouse, Bridgeport, CA, to consider the following: **10:05 a.m. CONDITIONAL USE PERMIT 18-018/Colitas Farms**: Proposal for cultivation, processing, and manufacturing of cannabis on an Agriculture (AG-10) parcel located at 324 N River Lane in Walker (APN 002-460-015). The proposed project includes: two 10,000 square foot (sf) greenhouses with cannabis canopy area not to exceed 20,000 sf at full build-out; one immature plant greenhouse (1,500 sf); one diffused light clone greenhouse (1,500 sf); two oil extraction, drying, and processing sheds (720 sf each, approximately 180 sf for drying, 348 sf for processing, and 192 sf for oil extraction); one manufactured home (693 square feet); one apartment barn (2,592 sf total with 1,000 sf of living space); two lavender cultivation areas (43,560 sf and 4,560 sf) and lavender oil extraction at full build-out; landscaping trees around the perimeter of the property; 14 parking spaces; and a one-way road with two access points. A CEQA 15183 exemption is proposed. The project files are available for public review at the Community Development Department offices in Bridgeport and Mammoth Lakes. The project files can be viewed digitally here: <https://www.monocounty.ca.gov/planning/page/colitas-farms>. INTERESTED PERSONS may appear before the Planning Commission to present testimony or, prior to or at the hearing, file written correspondence with: Secretary to the Planning Commission, PO Box 347, Mammoth Lakes, CA 93546. If you challenge the proposed action(s) in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to Secretary to the Planning Commission at, or prior to, the public hearing.

##

ATTACHMENT 3-PUBLIC HEARING MAILER

Mono County Community Development Department Planning Division

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
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For additional questions, please contact the Mono County Planning Division: Hailey Lang, Planning Analyst, PO Box 8, Bridgeport, CA 93517 (760)932-5415, hlang@mono.ca.gov



Project location highlighted in blue.
324 North River Lane (APN 002-460-015)

CEQA Guidelines §15183 Environmental Analysis

—for—

**Colitas Farms Cannabis Cultivation
Mono County, California**

October 2019

Prepared by:

Mono County Community Development Department
Planning Division
Post Office Box 347
Mammoth Lakes, CA 93546

CEQA Guidelines §15183 Environmental Analysis

—for—

Colitas Farms Cannabis Cultivation Mono County, California

October 2019

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Colitas Farms
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Walker, CA 96107

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Attachments

- A. Location Maps
- B. Integrated Pest Management Plan
- C. Waste Management Plan
- D. Lahontan Regional Water Quality Control Board Letter
- E. Odor Mitigation Plan and Wind Rose Charts for Walker, California
- F. Cultural Resource Information

I. INTRODUCTION

The California Environmental Quality Act (CEQA) requires public agencies to consider and analyze the potential environmental effects of certain activities and establishes a process for determining whether the activity is subject to CEQA requirements. Activities are subject to CEQA if they (a) involve the exercise of discretionary powers, (b) have potential to impact the environment, and (c) meet the definition of a 'project,' and (d) are not categorically or statutorily exempt from CEQA.

CEQA Guideline §15183 provides a specific CEQA review process for qualifying projects that are consistent with a community plan or zoning. Under these regulations (reflected in California Public Resources Code (PRC) §21083.3 and CEQA Guidelines §15183), projects that are consistent with the development density of existing zoning, community plan or general plan policies for which an Environmental Impact Report (EIR) was certified shall be exempt from additional CEQA analysis except as may be necessary to determine whether there are project-specific significant effects that are peculiar to the project or site that would otherwise require additional CEQA review.

Mono County has existing land use, community plan and general plan policies for which an EIR was certified; including the Mono County General Plan, Final Environmental Impact Report (FEIR) certified in 2015 (SCH # 2014061029). This contains analysis of general plan policies for all required general plan elements and the zoning code governing land uses, which is integrated into Mono County's General Plan.

The Mono County Planning Division has prepared an Initial Study checklist to determine whether there are project-specific significant effects that are peculiar to the project or to the site. As mandated by the CEQA Guidelines Section 15183, this checklist identifies whether environmental effects of the project:

1. Are peculiar to the project or the parcel on which the project would be located;
2. Were not analyzed as significant effects in a prior EIR on the land use, general plan, or community plan, with which the project is consistent;
3. If environmental effects are identified as peculiar to the project and were not analyzed in a prior EIR, are there uniformly applied development policies or standards that would mitigate the environmental effects;
4. Are potentially significant off-site impacts and cumulative impacts which were not discussed in the prior EIR prepared for the General Plan, community plan, or land use; or
5. Are there previously identified significant effects which, because of substantial new information that was not known at the time the EIR was certified, are determined to have a more severe adverse impact than discussed in the prior EIR.

Further examination of environmental effects related to the project is limited to those items identified in the checklist as meeting one of the above criteria.

II. PROJECT INFORMATION

Project Title:	Colitas Farms Cannabis Cultivation
Lead Agency Name, Address with Contact Person and Phone #:	Mono County Community Development Department Planning Analyst II P.O. Box 347 Mammoth Lakes, CA 93546 Hailey Lang (760) 932-5415
Project Location:	Colitas Farms is located at 324 North River Lane in Walker, California
Plan Area:	Antelope Valley
Assessor Parcel Number (APN):	002-460-015-000

Description of Project

Colitas Farms is proposing a 20,000 square-foot (SF) commercial greenhouse cannabis cultivation operation. The project is located within a 19.7-acre parcel at 324 North River Lane (APN 002-460-015-000) that is owned by the project proponent. The General Plan designation of the parcel is Agriculture (AG) with a 10-acre parcel size minimum. The Location Map and Site Plan are provided in Attachment A.

A Mono County Use Permit and Operations Permit for cultivation, processing, and Type 6 manufacturing will be submitted to conduct operations. Obtaining the required California State permits to cultivate cannabis will be conditions of both permits.

The proposed project utilizes greenhouses to grow, process, and manufacture cannabis. The project facilities and ancillary items are listed below (see Attachment A):

- Two 10,000 square-foot greenhouses
- One immature plant greenhouse (30'x50' or 1,500 SF)
- One diffused light clone greenhouse (30'x50' or 1,500 SF)
- Two oil extraction, drying and processing sheds (12'x60' or 720 SF each)
- One 800 SF compost area
- Three waste storage containers (10'x5' or 150 SF each)
- Two cannabis storage containers (8'x40' or 320 SF each)
- One barn (totaling 2,592 SF) with upstairs apartment (appx 1,000 SF) with adjacent parking area
- One accessory dwelling unit (13'x52' or 693 SF) with adjacent parking area
- Two diesel generators for backup and emergency supply
- One parking area for 10 vehicles (50'x58' or 2,908 SF)
- Four loading zone areas (800 SF each)
- Four 2,500-gallon water tanks
- One 10,000-gallon water tank
- Two propane tanks (250 GAL and 1,000 GAL)
- One well house (10'x10', or 100 SF)
- Front gate and fencing for security
- Underground utilities
- Trees around the property perimeter for visual aesthetics (Leyland Cypress and Sambuca Black Lace)
- One-way road with two access points

In addition to growing cannabis, the farm will grow lavender which includes the following items:

- Two lavender cultivation areas (4,356 SF and 4,560 SF) and lavender oil extraction
- One honey box

The main greenhouse will be a pipe frame structure with a durable polycarbonate cover. Ultimately, up to 20,000 SF of mature plant canopy will be grown in the main greenhouse and second green house (shown on site plan as items 6 and 9) and up to 10,000 square feet will be grown in the main greenhouse and up to an additional 10,000 square feet will be grown in the second greenhouse. Plants will be watered by hand and with drip irrigation.

The greenhouse, immature plant nursery, and the diffused light clone greenhouse will use a nonaqueous odor control chemical delivery system as means of primary odor control via NCM Environmental Solutions. In addition to primary odor control, misting fans will treat all exhaust vapors being released from greenhouse vents. The composting area will be covered and have an external misting system for odor control (see Attachment E).

The oil extraction, drying, and processing sheds will be separate from the main greenhouse (see Site Plan in Attachment A) and will be primarily used to process harvested plant material. Oil extraction will occur in approximately 192 square feet in each of the sheds. Both buildings will have charcoal filter systems to assist with odor mitigation.

An apartment barn (approximately 1,000 SF of living space with a total SF of 2,592) will be located on site for employee housing. The apartment barn will be placed east of the main greenhouse (see Attachment A). A manufactured home (693 square feet) for additional employee housing will also be placed on-site at a later date and will replace the dilapidated manufactured home currently on site. There will be a gravel parking area adjacent to the apartment barn with two parking spaces and a gravel parking area directly west of the manufactured home with two parking spaces.

The lower level of the apartment barn and two storage containers will be used to store cultivation equipment. No cultivation will take place in any of the storage containers or the apartment barn.



Photo 1. An example of the proposed barn structure

The fence and gates, including the main access wooden gate, will be maintained as a part of the site security. A security plan, which is confidential as provided by state law, will meet California Department of Food and Agriculture (CDFA) requirements and be approved by the Mono County Sherriff.



Photo 2 and 3. Examples of wooden gate and fencing to be used on site.

Up to four full-time employees will initially be employed on the property five days a week. During harvest there will be up to an additional six employees with a maximum of 10 at any one time. Harvest will occur four times per year and span two weeks each harvest. Employee vehicles will be accommodated by an on-site parking area with ten spaces.

Parking for the non-residential employees will be located near the front gate next to the lavender grow area in the southeast corner of the property and there are also four separate areas throughout the property designated for loading. Three turnouts on the one-way road would accommodate access and emergency vehicle turnaround. Turnarounds are required on driveways and dead-end roads. The minimum turning radius for a turnaround shall be 40 feet, not including parking. If a hammerhead "T" is used instead, the top of the "T" shall be a minimum of 60 feet in length. Turnouts shall be a minimum of 12 feet wide and 30 feet long with a minimum 25-foot taper on each end.

Colitas Farms will also produce lavender and honey to be marketed to the general public. Lavender will be cultivated outdoors along the property entrance and border with North River Lane. The lavender will be a secondary crop for the farm and will also provide aesthetic odor value. In addition to the lavender crop, the operation will be surrounded by trees (Leyland Cypress and Sambuca Black Lace) on the east, west, and south sides as a visual screen. The north side of the operation will abut current riparian vegetation along the irrigation ditch (see Attachment A).



Photo 4 and 5. Examples of Sambuca Black Lace and Leyland Cypress.

Pesticides, fungicides, rodenticides, and other plant protectants that are intended to be used are outlined in the Integrated Pest Management Plan (Attachment B). These materials will be stored in the storage containers near the waste storage and composting area. Waste management operations are detailed in the Waste Management Plan (Attachment C).

Nothing will be sold on site. There will be no public access to the property.

Physical Characteristics of the Property

- The property is situated at about 5,430 feet in elevation near the West Walker River, is relatively flat with a gentle slope to the southeast.
- The project area is dominated by sagebrush, except for the three irrigation ditches that cross the property. These are dominated by riparian shrub species.
- Currently, a dilapidated mobile home and outbuildings and pump house are located on the parcel.
- Photos 5 and 6 provide general overview of the existing conditions at the project area.

Surrounding Land Use Designations

- Directly adjacent land use designations to the project area are agricultural, extending out to the north, east, and west, and Estate Residential to the south. The nearest residence is approximately 343 feet away from the cultivation area.
- The Land Use Designations (LUDs) adjacent to APN 002-460-015-000 are:

East:	Private Land – Agriculture (AG)
West:	Private Land – Agriculture (AG)
South:	Private Land – Estate Residential (ER)
North:	Private Land – Agriculture (AG)

Access

- Access to the existing premise is a paved road extending from North River Lane. A one-way road will be constructed to Chapter 22 standards and provide for traffic circulation on the parcel. There will be two lockable access gates along North River Lane at both access points. The gates will also add to the aesthetic value of the property with its decorative, wooden features.

Utilities

- The existing utilities for the project area are as follows:

Water Supply:	Private Well
Sewer:	Private Septic System
Garbage:	D&S Waste Removal Inc.
Electricity:	Liberty Energy

The electricity will be provided to the property using the existing overhead utility line and the underground lines will be extended from the overhead line.

The cannabis operation will be closed to the public.

One hanging sign is proposed and will be located at the front of the property over the main entry gate. The sign will be ranch style and will be made of wood and copper. The sign will read, "Colitas Farms" with the company logo of a fox. It will be no larger than 10 square feet in size and will have a total clearance of 8-10 feet. The example of the sign is shown in Photo 5 and the logo is shown in Photo 6.



Photo 5. Example of signage.



Photo 6. Company logo.



Photo 7. Looking to the northwest from the Project Area.



Photo 8. Looking to the south facing the closest residential homes.

III. AGENCY JURISDICTION AND APPROVALS

Mono County is lead agency for this CEQA §15183 review. Mono County is responsible for the necessary Use Permit and Operations Permit.

Licensing and regulating commercial cannabis to ensure public safety and environmental protection is the purview of the State of California. The state prepared a Programmatic Environmental Impact Report (PEIR) to provide a transparent, and comprehensive evaluation of the anticipated regulations and the activities that would occur in compliance with the regulations. Under this program, cannabis activities can occur in a combination of urban, rural, natural, and agricultural settings in the State. Individual projects, however, must be covered under a CEQA analysis by the local jurisdiction.

The Lahontan Regional Water Quality Control Board (LRWQCB) is responsible for protection of water resources and approval from this board is required. A letter from the LRWQCB has been obtained and is provided in Attachment D.

Government Code § 65300 requires each county to “adopt a comprehensive long-term general plan for the physical development of the county.” Mono County is unique in that the General Plan and Zoning Code have been combined into one document. There is an area plan for Antelope Valley.

The AG Land Use Designation (LUD) permits cannabis cultivation subject to a use permit and in compliance with Chapter 13 of the General Plan, and a Cannabis Operation Permit pursuant to Mono County Code Chapter 5.60.

IV. PROJECT COMPLIANCE WITH SECTION 15183

The project site is designated AG in the Mono County General Plan. The purpose of the AG designation is “*To preserve and encourage agricultural uses, to protect agricultural uses from encroachment from urban uses, and to provide for the orderly growth of activities related to agriculture*” and provides outright for non-cannabis crop cultivation and related processing activities. The proposed project is consistent with the development density of existing zoning and local planning policies for the Antelope Valley which are aimed at preserving agriculture over residential development. Therefore, cannabis cultivation, processing, and Type 6 manufacturing are consistent with the development density of existing zoning and consistent with General Plan and Area Plan policies.

V. ANALYSIS

The following CEQA section 15183 is based on Public Resources Code Section 21083.3 and Section 15183 of the CEQA Guidelines. The checklist assesses potential environmental impacts to determine whether they meet requirements for assessment under Section 15183; i.e.,

1. Are potential impacts peculiar to the project or parcel?
2. Were the impacts addressed in a previously certified EIR?
3. If an impact is peculiar to the project and was not addressed in a prior EIR, are there uniformly applied development policies or standards that would mitigate the impact?
4. Are there potentially significant cumulative or off-site impacts that were not discussed in the prior EIR?
5. Is there substantial new information to show that a potential impact would be more significant than previously described?

	Issues & Supporting Information Sources	Impact potentially peculiar to the project or parcel?	Was the impact addressed in the prior EIR?	If peculiar and not addressed, are there uniformly applied development policies or standards that would mitigate?	Potentially significant cumulative or off-site impacts not discussed in the prior EIR?	Substantial new information showing impact more significant than previously described?
1) Land Use and Planning						
a)	Conflict with general plan designation or zoning?	No	Yes	N/A	No	No
b)	Conflict with applicable environmental plans or policies adopted by agencies with jurisdiction over the project?	No	Yes	N/A	No	No
c)	Be incompatible with existing land use in the vicinity?	No	Yes	N/A	No	No
d)	Affect agricultural resources or operations (e.g., impacts to soils or farmlands, or impacts from incompatible land uses)?	No	Yes	N/A	No	No
e)	Disrupt or divide the physical arrangement of an established community (including a low-income or minority community)?	No	Yes	N/A	No	No
2) Population and Housing						
a)	Cumulatively exceed official regional or local population projections?	No	Yes	N/A	No	No
b)	Induce substantial growth in an area either directly or indirectly (e.g., through projects in an undeveloped area or extension of major infrastructure)?	No	Yes	N/A	No	No
c)	Displace existing housing, especially affordable housing?	No	Yes	N/A	No	No
3) Geology and Soils						
a)	Fault rupture?	No	Yes	N/A	No	No
b)	Seismic ground shaking?	No	Yes	N/A	No	No
c)	Seismic ground failure, including liquefaction?	No	Yes	N/A	No	No
d)	Seiche, tsunami, or volcanic hazard?	No	Yes	N/A	No	No
e)	Landslides or mudflows?	No	Yes	N/A	No	No
f)	Erosion, changes in topography or unstable soil conditions from excavation, grading, or fill?	No	Yes	N/A	No	No
g)	Subsidence of the land?	No	Yes	N/A	No	No
h)	Expansive soils?	No	Yes	N/A	No	No
i)	Unique geologic or physical features?	No	Yes	N/A	No	No
4) Water Resources						
a)	Changes in absorption rates, drainage patterns, or the rate and amount of surface runoff?	No	Yes	N/A	No	No
b)	Exposure of people or property to water related hazards such as flooding?	No	Yes	Yes	No	No

	Issues & Supporting Information Sources	Impact potentially peculiar to the project or parcel?	Was the impact addressed in the prior EIR?	If peculiar and not addressed, are there uniformly applied development policies or standards that would mitigate?	Potentially significant cumulative or off-site impacts not discussed in the prior EIR?	Substantial new information showing impact more significant than previously described?
c)	Discharge into surface waters or other alteration of surface water quality (e.g., temperature, dissolved oxygen, or turbidity)?	No	Yes	N/A	No	No
d)	Changes in the amount of surface water in any water body?	No	Yes	N/A	No	No
e)	Changes in currents, or the course or direction of water movements?	No	Yes	N/A	No	No
f)	Change in the quantity of groundwater, either through direct additions or withdrawals, or through interception of an aquifer by cuts or excavations or through substantial loss of groundwater recharge capability?	No	Yes	N/A	No	No
g)	Altered direction or rate of flow of groundwater?	No	Yes	N/A	No	No
h)	Impacts to groundwater quality?	No	Yes	N/A	No	No
i)	Substantial reduction in the amount of groundwater otherwise available for public water supplies?	No	Yes	N/A	No	No
5) Air Quality						
a)	Violate any air quality standard or contribute to an existing or projected air quality violation?	No	Yes	N/A	No	No
b)	Expose sensitive receptors to pollutants?	No	Yes	N/A	No	No
c)	Alter air movement, moisture, or temperature, or cause any change in climate?	No	Yes	N/A	No	No
d)	Create objectionable odors?	Yes	Yes	N/A	No	No
6) Transportation/Circulation						
a)	Increased vehicle trips or traffic congestion?	No	Yes	N/A	No	No
b)	Hazards to safety from design features (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	No	Yes	N/A	No	No
c)	Inadequate emergency access or access to nearby uses?	No	Yes	N/A	No	No
d)	Insufficient parking capacity on-site or off-site?	No	Yes	N/A	No	No
e)	Hazards or barriers for pedestrians or bicyclists?	No	Yes	N/A	No	No
f)	Conflicts with adopted policies supporting alternative transportation (e.g., bus turnouts, bicycle racks)?	No	Yes	N/A	No	No
g)	Rail, waterborne or air traffic impacts?	No	Yes	N/A	No	No
7) Biological Resources						
a)	Endangered, threatened, or rare species or their habitats (including but not limited to: plants, fish, insects, animals, and birds)?	No	Yes	N/A	No	No

	Issues & Supporting Information Sources	Impact potentially peculiar to the project or parcel?	Was the impact addressed in the prior EIR?	If peculiar and not addressed, are there uniformly applied development policies or standards that would mitigate?	Potentially significant cumulative or off-site impacts not discussed in the prior EIR?	Substantial new information showing impact more significant than previously described?
b)	Locally designated species (e.g., heritage trees)?	No	Yes	N/A	No	No
c)	Locally designated natural communities (e.g., oak forest, coastal habitat, etc.)?	No	Yes	N/A	No	No
d)	Wetland habitat (e.g., marsh, riparian and vernal pool)?	No	Yes	N/A	No	No
e)	Wildlife dispersal or migration corridors?	No	Yes	N/A	No	No
8) Energy and Mineral Resources						
a)	Conflict with adopted energy conservation plans?	No	Yes	N/A	No	No
b)	Use non-renewable resources in a wasteful and inefficient manner?	No	Yes	N/A	No	No
c)	Result in the loss of availability of a known mineral resource that would be of future value to the region and the residents of the state?	No	Yes	N/A	No	No
9) Hazards						
a)	A risk or accidental explosion or release of hazardous substances (including but not limited to: oil, pesticides, chemicals, or radiation)?	No	Yes	N/A	No	No
b)	Possible interference with an emergency response plan or emergency evacuation plan?	No	Yes	N/A	No	No
c)	The creation of any health hazard or potential health hazard?	No	Yes	N/A	No	No
d)	Exposure of people to existing sources for potential health hazards?	No	Yes	N/A	No	No
e)	Increased fire hazard in areas with flammable brush, grass, or trees?	No	Yes	N/A	No	No
10) Noise						
a)	Increases in existing noise levels?	No	Yes	N/A	No	No
b)	Exposure of people to severe noise levels?	No	Yes	N/A	No	No
11) Public Services						
a)	Fire protection?	No	Yes	N/A	No	No
b)	Police protection?	No	Yes	N/A	No	No
c)	Schools?	No	Yes	N/A	No	No
d)	Parks or recreational facilities?	No	Yes	N/A	No	No
e)	Maintenance of public facilities, including roads?	No	Yes	N/A	No	No
f)	Other governmental services?	No	Yes	N/A	No	No
12) Utilities and Service Systems						
a)	Power or natural gas?	No	Yes	N/A	No	No
b)	Communications systems?	No	Yes	N/A	No	No

	Issues & Supporting Information Sources	Impact potentially peculiar to the project or parcel?	Was the impact addressed in the prior EIR?	If peculiar and not addressed, are there uniformly applied development policies or standards that would mitigate?	Potentially significant cumulative or off-site impacts not discussed in the prior EIR?	Substantial new information showing impact more significant than previously described?
c)	Local or regional water treatment or distribution facilities?	No	Yes	N/A	No	No
d)	Sewer or septic tanks?	No	Yes	N/A	No	No
e)	Storm water drainage?	No	Yes	N/A	No	No
f)	Solid waste disposal?	No	Yes	N/A	No	No
g)	Local or regional water supplies?	No	Yes	N/A	No	No
13) Aesthetics						
a)	Affect a scenic vista or scenic highway?	No	Yes	N/A	No	No
b)	Substantially degrade the existing visual character or quality of the site and its surroundings?	No	Yes	N/A	No	No
c)	Create light or glare?	No	Yes	N/A	No	No
14) Cultural Resources						
a)	Disturb paleontological, archaeological, or historical resources?	No	Yes	Yes	No	No
b)	Restrict existing religious or sacred uses within the potential impact area?	No	Yes	N/A	No	No
15) Recreation						
a)	Increase the demand for neighborhood or regional parks or other recreational facilities?	No	Yes	N/A	No	No
b)	Affect existing recreational opportunities?	No	Yes	N/A	No	No

VI. DISCUSSION OF RESPONSES TO CHECKLIST ITEMS

Introduction

Public Resources Code Section 21083.3 and CEQA Guidelines Section 15183 mandate that when a parcel has been zoned to accommodate a particular land use and density, and has an EIR that was certified for the zoning or planning action, then subsequent environmental review of a project consistent with that prior action shall be limited to those effects from the project that are peculiar to the parcel or the site unless substantial new information indicates that the effect will be more significant than previously described or there are potentially significant off-site or cumulative impacts not discussed in the prior EIR.

In determining whether an effect is peculiar to the project or the parcel, Public Resources Code Section 21083.3 and the CEQA Guidelines Section 15183 state that an effect *shall not be considered peculiar to the project if it can be substantially mitigated by uniformly applied development policies or standards that have previously been adopted by the County with a finding that the policies or standards will substantially mitigate that environmental effect when applied to future projects* (unless substantial new information shows that the policies or standards will not substantially mitigate the environmental effect).

Potential effects peculiar to this project will be limited since the project is being developed in an agricultural area. Most of the effects of the project associated with ground disturbance for agricultural structures and crops were identified in the EIR certified by the County in conjunction with the adoption and update of the Mono County General Plan and are not unique or peculiar to the proposed project.

The area is suitable for the proposed agricultural use, and utilities with enough capacity for the project are in place or can be extended. The potential environmental effects of the project are in conformance with the requirements of the CEQA Guidelines Section 15183.

1) Land Use and Planning

Compliance with General Plan, Area Plan, and Land Use Designation

The Land Use Element in the Mono County General Plan serves as a foundation for all land use decisions and contains policies, land use designations and “zoning,” and land development regulations to regulate development activities. The project site is in Antelope Valley on land that is designated as Agriculture-10 (AG-10).

Agricultural uses such as row crops, orchards, sheds and warehouses, processing, etc.; farm labor housing and accessory dwelling units; equipment; and related agricultural activities are permitted outright. The project is consistent with the development density of existing zoning. In addition, the project is consistent with policies contained in the General Plan and area plan, and the development standards in Chapter 13.

A conditional use permit is required for the commercial cannabis component of the project, which is permissible in AG land use designations in recognition that cannabis projects can have unique impacts peculiar to these projects. These impacts, such as odor and visuals, among others, are analyzed separately in this document and do not affect the determination of land use consistency.

The project is not located within 600’ of any of the facilities listed in Action 1.L.3.a., including schools, parks, playgrounds, libraries, or community centers. The nearest schools are Antelope Valley Elementary School and Coleville High School, both located four miles to the northwest in Coleville, CA.

The project is consistent with the General Plan, including the following goals and policies:

Mono County General Plan, Land Use Element

- Policy 1.G.1. Protect lands currently in agricultural production.
Action 1.G.1.a. Designate large parcels in agricultural use as “Agriculture,” and streamline redesignations for agricultural purposes by processing a discretionary permit (when applicable) concurrently with the land use designation change.
 - Policy 1.L.3. Avoid, reduce, and prevent potential issues specific to commercial cannabis activities that may adversely affect communities
 - Policy 1.L.4. In recognition of the potential economic benefits of this new industry, encourage the responsible establishment and operation of commercial cannabis activities.
- GOAL 2. Develop a more diverse and sustainable year-round economy by strengthening select economic sectors and by pursuing business retention, expansion, and attraction in Mono County.
- Policy 2.A.1. Integrate the adopted Economic Development Strategic Plan into General Plan policies.

Planning Area Land Use Policies: Antelope Valley

- Policy 4.B.1. Maintain and enhance scenic resources in the Antelope Valley.
 - Action 4.B.1.a. In order to protect and enhance important scenic resources and scenic highway corridors, designate such areas in the Antelope Valley for Open Space, Agriculture, or Resource Management.
- Action 4.B.1.d. Conserve scenic corridors by maintaining and expanding large-lot land uses.
- Policy 4.B.2. Preserve the agricultural lands and natural resource lands in the Antelope Valley.
 - Policy 4.B.6. Preserve rural character of lands within the Antelope Valley.

- Action 4.B.6.a. Allow the storage of heavy equipment on parcels greater than five acres in the Antelope Valley for personal on-site use or community benefit.
- Objective 4.D. Maintain and enhance the local economy.
- Policy 4.D.1. Incubate home businesses.

Mono County General Plan, Conservation/Open Space Element

Agriculture, Grazing and Timber

- GOAL 5. Preserve and protect agricultural and grazing lands in order to promote both the economic and open-space values of those lands.
- Policy 5.B.1. Limit land uses within viable agricultural areas to those that are compatible with agricultural uses.
- Action 5.B.1.a. Maintain, in those agricultural land use categories where small parcels may be permitted, the largest land area for agricultural use. Limit the number of clustered lots in any one area to avoid the potential conflicts associated with residential intrusion.
- Action 5.B.2.a. Facilitate agricultural production by permitting limited agricultural support service uses that support local agricultural activities and are not harmful to the long-term agricultural use in the area.

Determination

The project is consistent with the surrounding land uses of the proposed project.

- The land use and planning impacts of the proposed agricultural cultivation were analyzed in the FEIRs certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other agricultural parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the land use and planning impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site land use and planning impacts from the proposed project that were not addressed in the prior FEIR.

2) Population and Housing

The General Plan Land Use Element density for parcel APN 002-460-015-000, located in Antelope Valley, is one unit per lot plus an accessory building and farm labor housing. The proposed project would construct an apartment barn structure that will include farm labor housing for one full-time employee and replace the existing dilapidated mobile home with a manufactured home for additional farm labor housing at a later date. Farm labor housing is a permitted land use for agricultural LUDs. The apartment barn and manufactured home would use electricity provided via underground conduit from the overhead line along North River Lane. The existing on-site well and septic system is sufficient for the farm labor housing. The on-site employees are not expected to have demands for utilities exceeding those for a standard home plus an accessory dwelling unit.

There will be one full-time employee living on the property and up to three full-time employees working on the property about five days per week. During harvest there will be up to an additional 6 employees for a total of 10 at any one time. Harvest will occur four times per year and span two weeks each harvest. All but the one full-time employee living on site will commute to the property although eventually more employees may live on site in the manufactured home. All housing will comply with Mono County General Plan regulations, Mono County Building Division, and the California Building Code. Colitas Farms employees will not result in substantial population growth compared to the population of the valley and on-site housing meets or exceeds the currently suspended Housing Mitigation Ordinance (HMO).

The project is consistent with the General Plan in the following policies and actions:

Mono County General Plan, Land Use Element

- 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.
- 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.

Determination

- The population and housing impacts of the proposed agriculture cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- The project reduces impacts due to the voluntary provision of farm labor housing, which is not required of AG operations by the General Plan.
- There is no new substantial information indicating that the population and housing impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site population and housing impacts from the proposed project that were not addressed in the FEIR.

3) Geology and Soils

Mono County is designated as a Seismic Zone 4, the zone of greatest hazard defined in the Uniform Building Code. Consequently, new construction in the County must comply with stringent engineering and construction requirements (Government Code §8875). All buildings proposed for construction will be permitted and built to meet County Code.

The parcel property south of the irrigation drainages where the project is proposed overlies Mottsville loamy coarse sand, 4 to 15 percent slopes. This soil unit is farmland of statewide importance. The soil is excessively drained and is not hydric.

The Mono County General Plan and Land Development Regulations and the Mono County Regional Transportation Plan contain policies and standards concerning geology that have been applied to this project; as follows:

Mono County General Plan, Land Use Element

- OBJECTIVE 1.H. Prevent the exposure of people and property to unreasonable risks by limiting development on hazardous lands.

Determination

- The geologic impacts of the proposed agricultural cultivation project were analyzed in the FEIRs certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that geologic impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site geologic impacts from the proposed project that were not addressed in the FEIR.

4) Water Resources

The existing water resources on the property are sufficient to serve the proposed use. The existing well will serve farm labor housing and the greenhouses for cultivation purposes. Water for domestic use and the irrigation system will be tested and plumbed in compliance with Mono County regulations.

The proposed 20,000 SF cannabis cultivation would draw approximately 3,200 gallons/day at full build out. This usage equates to 1,160,700 gallons or 3.56 acre-feet of water annually (Caulkins, 2010). Well water will be used for the cannabis production. Irrigation to the cannabis crop will be precise, using a computer automated drip system. The water usage would be in accordance with the groundwater rights owned by the property.

The tree shelterbelt will consist of about 200 plants of Sambuca Black Lace and Leyland Cypress. These plants use approximately two gallons of water per plant per week for the first five years of growth, or 20,000 gallons per year. After the fifth year the property line trees will require water twice per month in the spring and once per month in the summer, reducing the water usage to 7,500 gallons per year.

The lavender is a drought resistant plant and will require minimal water the first year and then may be watered once or twice a year, depending on rainfall. They thrive in environments with 12 inches of rain per year. Walker, California receives on average 11 inches of precipitation per year, mostly during the winter months (www.usa.com/walker-ca-weather.htm). Worst case scenario, the lavender would require about one acre-foot of water (325,850 gallons) in the event of a drought.

The lavender crop and tree shelterbelt will be irrigated independently from cannabis with surface water from the Lone Company Ditch irrigation system running through the property. The total annual surface water usage will be about 1.1 acre-feet. Water from the canal will be pumped into four 2,500-gallon tanks in compliance with applicable California State water law and piped to irrigation lines. According to the property deed and The Walker River Water Decree, the property is allowed to pump 0.32 cubic feet of water per second (cfs) during the non-forbearance period from the irrigation ditches. This equates to 8,580 gallons per hour. This quantity, together with the storage tanks for use during the forbearance period, would provide enough water for the trees and lavender and would be in accordance with the surface water rights owned by the property.

The total combined water usage for the cannabis, trees and lavender will be about 4.6 acre-feet per year for an estimated 1.8 acres of crops. Typically, alfalfa or other hay crops in Antelope Valley require about four acre-feet of water per acre per year (1,303,000 gal), or 7.24 acre-feet/1.8 acres. The property is 19.7 acres, half of which is on a soil of statewide importance for farming and could support many acres of alfalfa. Therefore, water usage is less than a typical outright permitted agricultural use and the impacts are not peculiar to the project.

Water usage for agriculture was analyzed in the 2015 EIR and is not peculiar to the project. The groundwater basin is not subject to the State of California Sustainable Groundwater Management Act of 2014 because it is in a very low priority basin (<https://water.ca.gov/Programs/Groundwater-Management/Basin-Prioritization>). Groundwater withdrawal is not limited. The State Water Resources Control Board will monitor water usage for this proposed project. Regulations are set forth in the cannabis cultivation policy (Attachment A, Section 2, #99). Cannabis cultivators must maintain daily water use records for five years.

A letter from the LRWQCB states that the site plans comply with requirements of the General Waste Discharge Requirements and Waiver of Waste Discharge Requirements for Discharges of Waste Associated with Cannabis Cultivation Activities WQ 2017-0023-DWQ (Attachment D).

CDFA oversees licensee compliance of pesticides and fertilizers through the inspection and enforcement methods contained in the proposed regulations from reports from the County Agricultural Commissioner and other agencies. The Inyo and Mono Counties Agricultural Commissioner's Office conducts inspections roughly every year depending on the products being used (Nathan Reade, Agricultural Commissioner, Personal Comm. 11-29-2018). Pesticides,

fungicides, rodenticides, and other plant protectants that are intended to be used are outlined in the Integrated Pest Management Plan (Attachment B).

Lastly, the California Department of Water Resources has an adopted ordinance known as the Model Water Efficient Landscape Ordinance (MWELO). MWELO increases water efficiency standards for new and retrofitted landscapes through encouraging the use of more efficient irrigation systems, graywater usage, onsite storm water capture, and by limiting the portion of landscapes that can be covered in turf. This ordinance applies to all new landscape projects equal to or greater than 500 square feet requiring a building or landscape permit, plan check, or design review. Proposed landscaping for this project exceeds 500 square feet and therefore will need to comply with requirements of MWELO.

The Mono County General Plan and Land Development Regulations and the Mono County Regional Transportation Plan contain policies and standards concerning water resources that have been applied to this project as follows:

Mono County General Plan, Conservation/Open Space Element

Biological Resources

- Policy 2.A.9. Maintain water quality for fishery habitat by enforcing the policies contained in the Water Quality and Agriculture / Grazing / Timber sections of the Conservation/Open Space Element.

Water Resources and Water Quality

- Goal 4: Protect the quality of surface and groundwater resources to meet existing and future domestic, agricultural, recreational, and natural resource needs in Mono County.
- Policy 4.A.4. Establish buffer zones where recharge occurs, including adjacent to surface waters, wetlands, and riparian areas.
- Policy 4.B.5. Use of fertilizer, pesticide, and other chemicals on vegetation or soil in recharge zones should be minimized.
- Action 4.B.5.a. Work with the County Agricultural Commissioner and the Natural Resources Conservation Service to institute controls to protect water quality.
- Action 4.B.5.b. Work with the County Agricultural Commissioner and the Natural Resources Conservation Service to promote effective and minimal use of chemicals in landscaping and agriculture.
- General Plan 04.120.F.b. Any proposed structure, including associated impervious surfaces, shall be located a minimum of 30 feet from the top of the bank.

Determination

- The water resources impact of the proposed agricultural cultivation project was analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the impacts of the project on water resources will be more severe than described in the FEIR.
- There are no cumulative or off-site water resources impacts from the proposed project that were not addressed in the FEIR.

5) Air Quality

Proposed project operations will not violate any air quality standard or contribute substantially to an existing or projected air quality violation. All plants will be cultivated and processed inside greenhouses and processing buildings. Electrical power will be provided by Liberty Utility by using the existing overhead utility line and the underground lines will be extended from the overhead line.

As discussed in the General Plan EIR, Cal Recycle has conducted studies to identify odor sources associated with composting and has found that organic materials (used in composting) inherently generate a wide range and variety of odors resulting from the volatility of chemical compounds (whereby the compound is converted to a gas and enters the atmosphere). The character and strength of odors are highly subjective; sensitivity to an odor is greatly influenced by personal experience, gender, psychology, and social factors.

The cannabis odorous compounds are a family of terpenoids. The exact odor causing compounds vary by strain/species of the plant. Typically, moderate cannabis odors start to appear between week 4 to 6 and strong odors appear during weeks 7 to 9. The intensity of the odor to the receptor varies by the quantity of odors released, local wind speed and direction, atmospheric stability or inversion height, area topography and receptor's distance from the odor source.

Many rural counties in California have tended to analyze cannabis-related odor on a project-specific basis. Each project has a unique set of conditions. The nearest receptor to this proposed project is a residence (APN 002-310-032-000) that is 277 feet south of the proposed clone greenhouse and 321 feet south of the main greenhouse. The composting area is 474 feet from the nearest residence.

Because of this proximity to receptors, Colitas Farms is proposing several methods for odor control. A high-pressure mister/fogger by NCM Environmental Solutions will be installed on all ventilation systems at the mature plant greenhouses, the immature plant greenhouse, and the defused light greenhouse. The compost area will also be equipped with the same high-pressure fogging system as the greenhouses. The high-pressure mister/fogger system disperses an odor-neutralizing product that traps airborne odors and biodegrades unpleasant smells.

The NCM mister/fogger neutralizer has two active parts to neutralize odors, including fragrance and Metazene®. Metazene® is an odor neutralizing compound that directly interacts with odors. Metazene® reacts with the highly volatile aromatic compounds in cannabis to form a complex ion that acts like a net to surround and envelope the odor. This complex ion becomes 'heavy' and less volatile resulting in the neutralization of the odor. The fragrance is an odor masker. It is made up of various essential oils and aroma chemicals as well as some solvents to increase tenacity and longevity. The odor control will be programmed to include wind speed and directions. Attachment E in the CEQA document (Attachment E) provides additional details on the Odor Control Plan.

A charcoal filtration system will be installed on the two oil extraction, drying and processing buildings.

The Mono County General Plan allows composting activities in the AG LUD up to a maximum of 100 cubic yards of composted materials at a time and composting activities are required not to create a nuisance. No more than 100 cubic yards of compost will be present on the project site at a time consistent with the Mono County General Plan. Composted cannabis vegetation is a source of odors. The compost area will be covered when not in use to minimize odors. The NCM mister/fogger system described above will be installed over the compost area for odor control.

Lavender will be grown as an additional farm crop and a second scent barrier to any odors that could potentially occur outside of the greenhouses, storage/processing sheds, and composting areas. The lavender will cover 48,120 SF along North River Lane. With implementation of the odor control plan, it is not anticipated that any smell will occur outside of the buildings.

Two diesel generators will be on site in and event there is a power outage. Diesel emits air pollutants, which are regulated by the Great Basin Air Pollution Control District (GBUAPCD).

The Mono County General Plan and Land Development Regulations and the Mono County Regional Transportation Plan contain policies and standards concerning air quality that have been applied to this project; as follows:

Mono County General Plan, Land Use Element

Commercial Cannabis

- 13.070 E. Odor Control
 - 1. An odor mitigation plan is required to demonstrate that odors generated by the commercial cannabis activity shall not unreasonably impact adjacent properties and uses, or that odor mitigation measures are not applicable due to lack of cannabis-related odor generation, location or siting, design features, or other factors.

Mono County General Plan, Land Use Element

Countywide Land Use Policies

- Action 1L.3.e. Regulations shall provide for the limitation of odor nuisances for adjacent uses, which may include, but are not limited to, increased setbacks, minimum distances from existing structures under separate ownership, odor control filtration devices, and ventilation requirements.

Mono County General Plan, Conservation/Open Space Element

Public Health and Safety & Air Quality

- Policy 23.A.8. Encourage agricultural practices that reduce the amount of dust generated from tilling.
- Action 23.A.8.a. Work with local resource conservation districts, the US Natural Resources Conservation Service, agricultural officials, and the GBUAPCD to assist landowners in adjusting agricultural practices to reduce dust generation.

Determination

- The air quality impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the impacts of the project on air quality will be more severe than described in the FEIR.
- There are no cumulative or off-site impacts on air quality from the proposed project that were not addressed in the FEIR.

6) Transportation and Circulation

At full-build out a maximum of 10 employees are expected to work on site. There will be one full-time employee living in the barn apartment on the property. Up to three additional full-time employees will work on the property. During the harvest seasons (maximum 8 weeks out of the year) an additional 6 employees would work on site.

There are 14 parking sites on the site plan, 10 near the gate, two next to the manufactured home which will suffice for the workers vehicles, and two next to the apartment barn, which will also suffice for the workers vehicles. There are also temporary loading and unloading areas throughout the project area.

During non-harvest times, employee traffic could be three round trips per day, five days a week, or about 60 round trips per month. During harvest seasons, employee traffic could increase to as much as 9 round trips per day, five days a week, for about 45 round trips per week for four two-week periods. Employees will be encouraged to carpool to the site. Deliveries and shipping of products would occur twice per week via a delivery van. No semi-trailers are anticipated for regular farm operations. The traffic for the proposed project is comparable to traffic typical for a farm with a family of 4 to 6 persons that commute to school or work and have the need for additional workers for harvest. Depending on the crop, a typical farm could also be expected to have larger transportation and shipping vehicles, such as semi-trailers, which are not part of the proposed project.

The project area is accessed from Hwy 395 to Eastside Lane and then to North River Lane. The proposed project would increase traffic on all three access roads. Highway 395 is a designated interstate truck route and is designed for heavy traffic. Eastside Lane is a standard County collector/commercial (Class I for snow removal) maintained roadway designed for general uses (Mono County, 1981, 2013, 2014b).

North River Lane is a partially paved and partially unpaved private road. Private roads often do not meet the County Roadway Standards and as a result have not been accepted into the County Roadway Systems (Mono County, 2013, 2014b). The existing road is adequate for the passenger vehicles and the types of delivery vans to be used to access the property. The project proponent is committed to maintaining the existing road in its current condition to access their driveway. Access to the proposed farm driveway is approximately 1,650 feet along the paved portion of North River Lane from Eastside Lane along which there are approximately six other driveways.

This traffic is not expected to impact the existing traffic load and capacity above and beyond that of a typical 20-acre traditional farming operation with family and workers living on site. The project will not create barriers for pedestrians or bicyclists, nor will it conflict with policies supporting alternative transportation.

Determination

- The traffic and circulation impact of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the traffic and circulation impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site traffic and circulation impacts from the proposed project that were not addressed in the FEIR.

7) Biological Resources

The project site has been historically disturbed (e.g. grading, vegetation clearing) and used as a residence in the recent past. The southern edge of the parcel boundary is mapped as a 0.2 percent chance flood hazard area by the Federal Emergency Management Agency (see FEMA map in Attachment A). The remainder of the parcel is not mapped as being subject to flooding. Additionally, the parcel is not mapped as wetland or floodplain by the U.S. Fish and Wildlife wetland/floodplain mapping database (see NWI map in Attachment A). The project is also providing a 30-foot setback from the drainages on the property (see Site Plan in Attachment A).

The site does not provide unique habitat for sensitive wildlife or plant species. The vegetative community is dominated by sagebrush with a depleted understory and overlies an excessively drained Mottsville loamy coarse sand. There is no potential for wetlands to exist on site due to the droughty soils and the existing upland vegetation.

Habitat is not unique compared to the surrounding area. Near the area proposed for building and greenhouse construction there are three irrigation ditches with a narrow band of riparian vegetation. Riparian vegetation will not be disturbed during construction or operation of the proposed project. The United States Fish and Wildlife Service was consulted to determine the likelihood of federally threatened or endangered species (TES), and these species are not likely to occur because habitat is not present. There are no sage-grouse leks present within 4km of the project site, which comply with requirements of the Mono County General Plan, Conservation and Open Space Element.

The Mono County General Plan and Land Development Regulations and the Mono County Regional Transportation Plan contain policies and standards concerning biological resources that have been applied to this project; i.e.,

Mono County General Plan, Land Use Element

Planning Area Land Use Policies: Antelope Valley

- Action 4.A.1.c. Limit the type and intensity of development in flood plain areas.
- Action 4.A.1.d. Prior to accepting a development application in potential wetland areas, require that the applicant obtain necessary permits from the US Army Corps of Engineers.

Mono County General Plan, Conservation/Open Space Element

Biological Resources

- Policy 2.A.9. Maintain water quality for fishery habitat by enforcing the policies contained in the Water Quality and Agriculture / Grazing/ Timber sections of the Conservation/Open Space Element.
- Action 2.A.1.g. Projects outside community areas within identified deer and sage grouse habitat areas, (see the Biological Resources Section of the Master Environmental Assessment), which may have a significant effect on deer or sage grouse resources shall submit a site-specific study performed by a recognized and experienced biologist in accordance with Action 1.1.
- Action 11.A.3.b. Ensure (or for non-county public lands advocate) for no adverse project impacts to biological resources and wildlife habitat in Mono County, including sage grouse habitat and wind energy development impacts to migratory birds.

Determination

- The biological resources impact of the proposed density of development were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is not unique from other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the biological impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site biological impacts from the proposed project that were not addressed in the FEIR.

8) Energy and Mineral Resources

The proposed project does not require any additional uses of energy that exceed the current capability of the parcel. Note that the artificial lighting and other energy consumptive uses which are being used for the cultivation operation will be provided by Liberty Utility services via underground conduit. Initially, one backup generator will be installed as an emergency power source. Ultimately at full build-out, two diesel generators will be used as an emergency energy supply and have been evaluated per the requirements of 13.070. J.A maximum of 17,000 kilowatt (Kwh) per month is the estimated usage in electricity for the initial 5,000 square foot greenhouse. The full buildout of the 20,000 square feet of canopy can be estimated at about 58,000 Kwh per month in electricity. The proposed amount of electricity that will be consumed does not conflict with any adopted energy conservation plans and does not use non-renewable resources in a wasteful or inefficient manner compared to other uses that would be permitted in the AG LUD particularly those crops that are also grown in greenhouses. The use of electricity for the proposed project does not result in a loss of availability of a known mineral resource that would be of future value to the region or state.

Determination

- The energy and mineral resource impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.

- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the energy and mineral resource impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site energy and mineral resource impacts from the proposed project that were not addressed in the FEIR.

9) Hazards

Standard chemicals (pesticides, fertilizers, fuels, and lubricants used for agricultural activities) would be stored in one of the storage containers near the waste and composting area according to CDFA and any Mono County regulations. Fuel and lubricants would be stored in American Society for Testing Materials (ASTM) rated containers. All pesticides and fertilizers would be stored in the original containers in a cool and dry place off the floor and on impermeable surfaces. CDFA oversees licensee compliance of pesticides and fertilizers through the inspection and enforcement methods contained in the proposed regulations from reports from the County Agricultural Commissioner and other agencies. The Inyo and Mono Counties Agricultural Commissioner's Office conducts inspections roughly every year depending on the products being used (Nathan Reade, Agricultural Commissioner, Personal Comm. 11-29-2018). Pesticides, fungicides, rodenticides, and other plant protectants that are intended to be used are outlined in the Integrated Pest Management Plan (Attachment B). Waste management operations are detailed in the Waste Management Plan (Attachment C).

The project area is near a Special Flood Hazard Area (see FEMA Map Attachment A) and in a Moderate Fire Hazard Severity Zone (http://frap.fire.ca.gov/webdata/maps/mono/fhszlo6_1_map.26.pdf). The project is under the Antelope Valley Fire Protection District and the appropriate will-serve letter has been documented.

The proposed project will not impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan.

Determination

- The hazards impact of the proposed agricultural cultivation project was analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the hazards impact of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site hazards impacts from the proposed project that were not addressed in the FEIR.

10) Noise

Construction and/or cultivation activities may involve the temporary use of construction equipment that may emit noise at levels greater than 60 decibels. These activities are typical for construction on agricultural lands. Mono County General Plan Noise Element limits maximum exterior noise levels for agricultural operations to 65 dBA at all times when measured at or within the real property line of the receiving property.

In the event of electrical utility failure, backup diesel generators will be used (two at full build-out). Each proposed KD 110 generator emits 66 decibels at a distance of 22 feet, and both are placed at a minimum of 30 feet from the property line. In addition, the noise ordinance does not apply to the generation of sound in the performance of emergency work, including the use of generators, both fixed and mobile, during power outages.

The project will not increase the existing noise levels above that typical for an agricultural operation and will not expose people to severe noise levels. Noise levels for alternative power for cannabis production will comply with the requirements of 13.070.J. The project will follow all requirements of the County's Noise Ordinance (Mono County Code, Chapter 10.16) and will follow all requirements of 13.070. J.

The project is consistent with the surrounding agricultural uses of the proposed project, and consistent with the General Plan, including the following goals and policies:

Mono County General Plan, Conservation/Open Space Element

Agriculture, Grazing and Timber

- Policy 5.B.2. The primary use of any parcel within an agricultural land use category shall be agricultural production and related processing, support services and visitor-serving services. Residential uses in these areas shall recognize that the primary use of the land may create agricultural "nuisance" situations such as flies, noise, odors, and spraying of chemicals.

Mono County General Plan, Noise Element

- Policy 1.A.1. The County shall consider the compatibility of proposed land uses and the noise environment when preparing or revising General Plan and community plan documents and when reviewing development proposals. Noise levels for proposed land uses should be consistent with the Maximum Allowable Noise Exposure by Land Use (Table 1); the total noise level resulting from new sources and ambient noise shall not exceed the standards in this Element and in the Mono County Noise Ordinance (Mono County Code, Chapter 10.16; Mono County General Plan Amendment 18-01; Mono County Development Standards Chapter 13).

Mono County General Plan, Land Use Element

Commercial Cannabis

- 13.070 J. Noise
 - 1. Noise generation shall comply with the Mono County General Plan Noise Element and Mono County Code, Chapter 10.16
 - 2. The General Plan Noise Element shall apply to all commercial cannabis activities.
 - 3. The Planning Commission may approve the use of a "fixed noise source," as defined in the Mono County Code Chapter 10.16, or "generator" as defined in state law and regulation, provided certain criteria are considered, including but not limited too
 - i. Applicant has successfully demonstrated compliance with Mono County Code Chapter 10.16 and all applicable local and State law regulation;
 - ii. Appropriate sound-deadening features and infrastructure have been installed where applicable; and
 - iii. Impacts on adjacent properties and the neighborhoods have been evaluated and considered negligible; and
 - iv. The premise location has power constraints such that the prohibition of the use of such equipment would be overly burdensome on the operation.

Determination

- The noise impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that noise impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site noise impacts from the proposed project that were not addressed in the FEIR.

- Noise impacts from the proposed project that were not addressed in the FEIR.

11) Public Services

The project is located within the Antelope Valley Fire District and will be required to comply with their regulations and the County's Fire Safe Regulations (Mono County Land Development Regulations, Chapter 22). As a part of these requirements, the permittee has prepared and submitted a Fire Prevention Plan for construction and ongoing operations and obtained a Will-Serve letter from the local fire protection district. The Fire Prevention Plan shall include, but not be limited to emergency vehicle access and turnaround at the facility site(s), vegetation management and firebreak maintenance around all structures.

Police protection is provided by the Mono County Sheriff's Department. The project will be circulated to the Sheriff as part of the Operation Permit approval.

The site meets all Calfire requirements of 4290 and 4291. The project area is within Calfire's Local Responsibility Area (LRA) authority. A site visit with the Antelope Valley Fire Protection District chief was conducted and there were site plan changes to access as a result of the site visit. Site plan changes included placement of a 10,000-gallon water tank for fire suppression at the front of the property and extension of the one-way road to a second access point on North River Lane

Determination

- The public service impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the public service impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site public service impacts from the proposed project that were not addressed in the FEIR.

12) Utilities and Service Systems

The proposed project will be served by existing utilities and service systems. Underground utilities include electricity, telephone, and residential water. Mono County landfill facilities are not expected to be impacted by the proposed project. Organic waste will be composted on site in compliance with the Mono County General Plan and the LRWQCB is responsible to for overseeing the operation to prevent impacts to water quality (Attachment D). Water service is provided by an existing well. Demand on the other utilities is not expected to increase appreciably above and beyond typical agricultural uses. Waste management operations are detailed in the Waste Management Plan (Attachment C).

Determination

- The utilities and service systems impact of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the utilities and service systems impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site utilities and service systems impacts from the proposed project that were not addressed in the FEIR.

13) Aesthetics

The project site is not located adjacent to a county or state scenic highway. It is adjacent to parcels with agricultural LUDs to the north and is adjacent to estate residential parcels south of North River Lane. Due to the nature of proposed grow operations (greenhouses), crop cultivation will not substantially degrade the visual quality of the surrounding area. There is an existing overhead utility line on the property and any new utility lines will be undergrounded. All interior lighting on greenhouses are required to have blackout shade covers from dusk to dawn and ancillary structures will comply with the Mono County General Plan regulations for dark sky (Chapter 23). Buildings will be painted to match surrounding dark earth tones in coordination with Mono County. Perimeter fencing will be installed with a decorative, wooden main access gate, see Attachment A for design plans and color chips of proposed building color. All exterior lighting will be downward directed and shielded in order to comply with Chapter 23, Darky Sky Regulations.

There will be two lavender grows that cover 48,120 SF along North River Lane which will enhance views to the property. At a later date, the grown lavender will be extracted to produce lavender oil. Additionally, a shelterbelt of trees (Leyland Cypress and Sambuca Black Lace in photos 4 and 5 in the project description) will surround the operations to improve the view from the public right-of-way. The purpose of the aesthetic enhancements is to increase the appealing nature of the property to the landowners and viewers alike. With these proposed actions, the property will be enhanced to reflect the culture and character of the area. The proposed agricultural activities are compatible with the character of the lands in Antelope Valley and with the agricultural character that Antelope Valley policies intend to preserve.

One hanging sign is proposed and will be located at the front of the property over the main entry gate. Refer to Photo 5 to see an example of the proposed sign design and refer to Photo 6 to see the company logo design.

The Mono County General Plan and Land Development Regulations contain policies and standards concerning visual resources/aesthetics that have been applied to this project; as follows:

Mono County General Plan Conservation/Open Space Element

Visual Resources

- Policy 20.A.3. Preserve the visual identity of areas outside communities.
- Policy 20.C.2. Future development shall be sited and designed to be in scale and compatible with the surrounding community and/or natural environment.

Planning Area Land Use Policies: Antelope Valley

- Policy 4.B.1. Maintain and enhance scenic resources in the Antelope Valley.
- Policy 4.B.2. Preserve the agricultural lands and natural resource lands in the Antelope Valley.
- Policy 4.B.6. Preserve rural character of lands within the Antelope Valley.

Mono County General Plan, Land Use Element

Commercial Cannabis

- 13.070.G. *Visual Screening/Fencing.*
 - 1. *All Cannabis, Cannabis Products and Cannabis Accessories shall be screened from view from a public right of way to the best of the Permittee's ability.*
 - 2. *Fencing installed on or around the premises shall comply with all other applicable County and State laws and regulations regarding height and location restrictions.*
 - 3. *If linear features are proposed, a Visual Screening Plan is required to demonstrate visual compatibility with the surrounding landscape, views, and/or community character,*

including but not limited to fencing. A Visual Screening Plan shall be submitted with the application and be compatible with:

- i. General Plan Land Use Element, Conservation/Open Space Element 05-02 Issues/Opportunities/Constraints, Visual Resources and 05-03 Policies, Visual Resources;
- ii. General Plan Land Use element 02-06 Land Development Regulations, Chapter 4.160 Fences, Screening and Landscaping;
- iii. General Plan Appendices, 09-03 Mono County General Design Guidelines, Chapter 2, Site Planning & Landscape; and
- iv. Landscaping species shall be consistent with those identified in General Plan Appendices 09-03, Mono County General Design Guidelines, "Plants".
- Visual screening shall blend into the surrounding landscape as best as possible.
- 13.070.H. Lighting.
 - 1. A Lighting Plan demonstrating compliance with the following:
 - i. All commercial cannabis activities shall comply with General Plan Land Use Element Chapter 23-Dark Sky Regulations regardless of activity type or Premise location.
 - ii. Design specifications and/or cut sheets for all proposed exterior lighting shall be detailed in the Lighting Plan.
 - 2. Commercial cannabis activities located north of Mountain Gate Park shall comply with Land Use Element Chapter 23- Dark Sky Regulations.
- 13.080.B. Lighting. Interior light systems shall include window coverings to confine light and glare to the interior of the structure and be detailed within the Lighting Plan. Light mitigation measures shall be utilized from sunset to sunrise to avoid nighttime glare, as required in California Department of Food and Agriculture State Code 8304.

Determination

- The aesthetic impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the aesthetic impacts of the project will be more severe than described in the FEIR.
- There are no cumulative or off-site aesthetic impacts from the proposed project that were not addressed in the FEIR.

14) Cultural Resources

The project area lies within a previously disturbed area (e.g. grading, vegetation clearing) which was abandoned prior to Colitas Farms purchasing the property.

A record search covering a 0.5-mile radius surrounding the project area was requested of the Eastern Information Center (EIC). No archaeological sites near the project area have been determined to be eligible for The California Register of Historical Resources or the National Register of Historic Places. None are listed on the California Inventory of Historic Resources. A copy of correspondence from the California Historical Resources Information System is included as Attachment F.

California Health and Safety Code 7050.5 states in the event of discovery or recognition of any human remains in any location other than a dedicated cemetery, there shall be no further excavation or disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains until the coroner of the County inspects the site. Furthermore, California Public Resources code states upon the discovery of Native American remains, the landowner shall ensure that the immediate vicinity where the Native American human remains are located, is not

damaged or disturbed by further development activity until the landowner has been contacted. The conditions of approval for the use permit reflect these work stoppage requirements.

Determination

- The cultural resource impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan, and because the property was in agricultural production for many years no known archeological sites exist on the property.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- A standard mitigation measure is being applied in the event human remains are uncovered.
- There is no new substantial information indicating that the impacts of the project on cultural resources will be more severe than described in the FEIR.
- There are no cumulative or off-site impacts from the proposed project on cultural resources that were not addressed in the FEIR.

15) Recreation

The project will not affect existing recreational opportunities since it is in an existing private agricultural area and most of the recreational opportunities in Mono County occur on public lands. The project also does not generate a significant number of new residents that would impact existing recreational facilities.

Determination

- The recreation impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the impacts of the project on recreation will be more severe than described in the FEIR.
- There are no cumulative or off-site impacts from the proposed project on recreation that were not addressed in the prior EIR.

16) Greenhouse Gases

Mono County conducted a baseline GHG emission inventory, GHG emission forecast and reduction targets and policies and programs to achieve reduction targets. The inventory includes analysis of County government activities and emissions associated with energy use (residential and nonresidential), transportation, off road equipment, solid waste generation, water and wastewater transportation, residential/non-residential agriculture, and landfills (Mono County Resource Efficiency Plan, 2014a). The GHG inventory provided Mono County the information to assess the effectiveness of recommended policies and programs to reduce GHG and consumption of resources. The document details that 2010 emissions of 21,920 MTCO₂e per year for known agriculture emissions, are generated by livestock gestation (99%) and fertilizer application (1%). Emissions are projected to remain stable from 2020 through 2035. Agriculture operations emissions comprise 16% of total baseline emissions in Mono County, making agriculture the fourth largest producer of GHG. While a large contributor of GHG, agriculture projections remain stable, and the promotion of optimal agriculture practices for fertilizer application will subtract 20 MTCO₂e from total emissions, or 12,440 pounds of fertilizer.

The Mono County Sustainable Agricultural Strategy (2018) references Mono County's Resource Efficiency Plan as a baseline of emissions within the community and government operations. Based on the greenhouse gas emission

inventory and analysis of threats, the strategy includes a toolbox to provide initiatives, programs, and policies that support a sustainable agricultural industry in Mono County. Cannabis is a high-value crop that can be grown on a smaller land base in comparison to traditional crops, which would result in lower greenhouse gas emissions. In addition, fertilizer application is more targeted than traditional row and row cultivation, which reduces GHG emissions as noted above.

As detailed in the Transportation and Circulation section, at full-build out a maximum of 10 employees are expected to work on site. During non-harvest times, employee traffic could be three round trips per day, five days a week, or about 60 round trips per month. During harvest seasons, employee traffic could increase to as much as 9 round trips per day, five days a week, for about 45 round trips per week for four two-week periods. GHG emissions regarding workers at the site would be similar to that of a typical 19 acres traditional farming operation with family and workers living on site.

In the event of electrical utility failure, backup diesel generators will be used (two at full build-out). Each KD 110 generator would emit GHG, however the amount would depend on the length of the power outage. It is anticipated that GHG emissions due to emergency generator use would be de minimis.

Determination

- The greenhouse gas impacts of the proposed agricultural cultivation project were analyzed in the FEIR certified in conjunction with the adoption of the Mono County General Plan.
- This parcel is no different than other parcels in the surrounding area; there is nothing unusual about the proposed project that would change or in any way affect the severity of these impacts. The impacts are not peculiar to the parcel or the project.
- There is no new substantial information indicating that the impacts of the project on greenhouse gases will be more severe than described in the FEIR.
- There are no cumulative or off-site impacts to greenhouse gases from the proposed project that were not addressed in the FEIR.

VII. DETERMINATION

Based on this initial evaluation:

I find that the proposed infill project WOULD NOT have any significant effects on the environment that have not already been analyzed. Pursuant to Public Resources Code §21083.3 and CEQA Guidelines §15183, projects that are consistent with the development density of existing zoning, community plan or general plan policies for which an EIR was certified shall be exempt from additional CEQA analysis except as may be necessary to determine whether there are project-specific significant effects that are peculiar to the project or site that would otherwise require additional CEQA review.

A Notice of Determination (§15094) will be filed:

I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because the mitigation measures described on an attached sheet have been added to the project and/or revisions in the project have been made by or agreed to by the project proponent.

A Negative Declaration will be prepared:

I find the proposed project MAY have a significant effect on the environment.

Environmental Impact Report is required:

I find that the proposed project MAY have a significant effect(s) on the environmental, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets, if the effect is a "potentially significant impact" or "potentially significant unless mitigated."

An Environmental Impact Report is required, but it must analyze only the effects that remain to be addressed.

I find that although the proposed project could have a significant effect on the environment, there WILL NOT be a significant effect in this case because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, and uniformly applied development standards are required.

Hailey Lang

Signature

10-9-19

Date

Hailey Lang

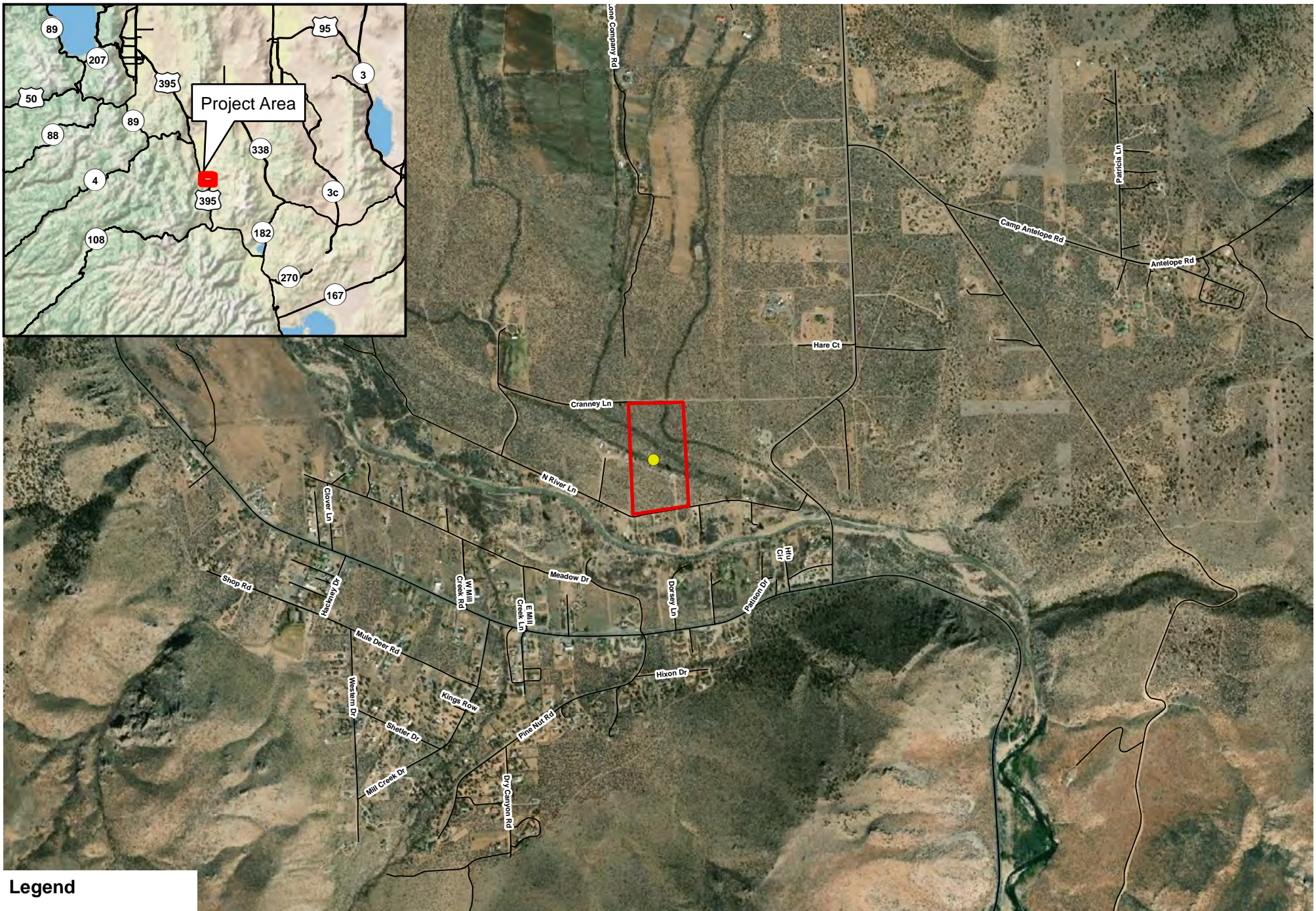
Printed Name

VIII. REFERENCES

- Jonathan P. Caulkins, 2010. Estimated Cost of Production for Legalized Cannabis. RAND Drug Policy Research Center.
https://www.researchgate.net/profile/Jonathan_Caulkins/publication/265453640_Estimated_Cost_of_Production_for_Legal_Cannabis/links/550c11530cf2063799398419/Estimated-Cost-of-Production-for-Legal-Cannabis.pdf
- Mono County Code.
- Mono County, 1981. Road Improvement Standards
- Mono County, 2013. Regional Transportation Plan
- Mono County, 2014a. Resource Efficiency Plan.
- Mono County, 2014b. Snow Removal Priority Map 10-21-14
- Mono County, 2015. General Plan. <https://monocounty.ca.gov/planning/page/general-plan>
- Mono County, 2015. General Plan Environmental Impact Report. <https://monocounty.ca.gov/planning/page/general-plan-eir>
- Mono County, 2018. Sustainable Agricultural Strategy.

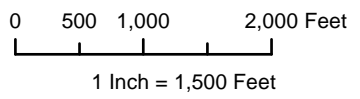
Attachment A

Site Plans and Maps



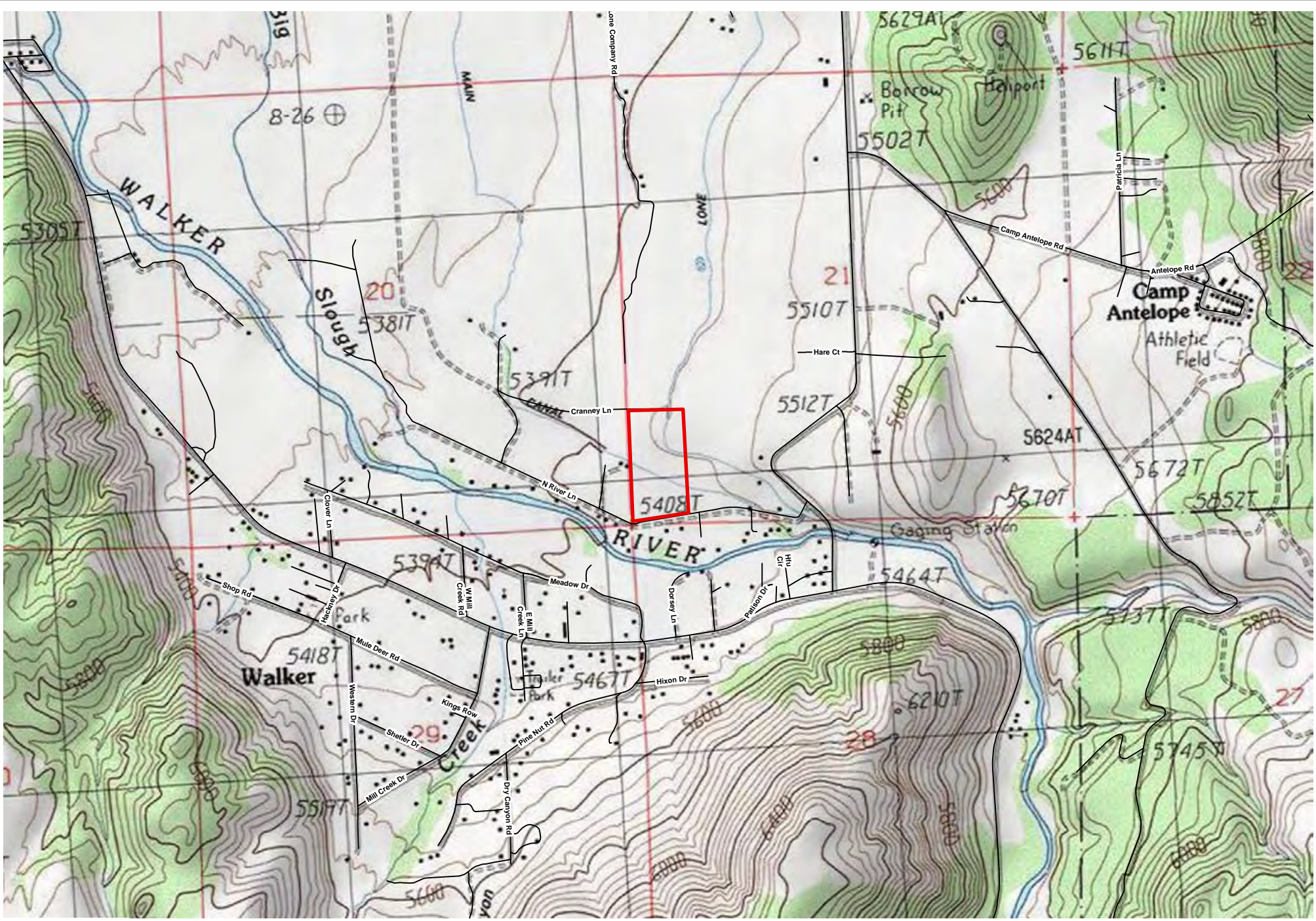
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- Project Location
- Parcel

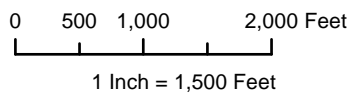


Colitas Farms Location Map

6/3/2019



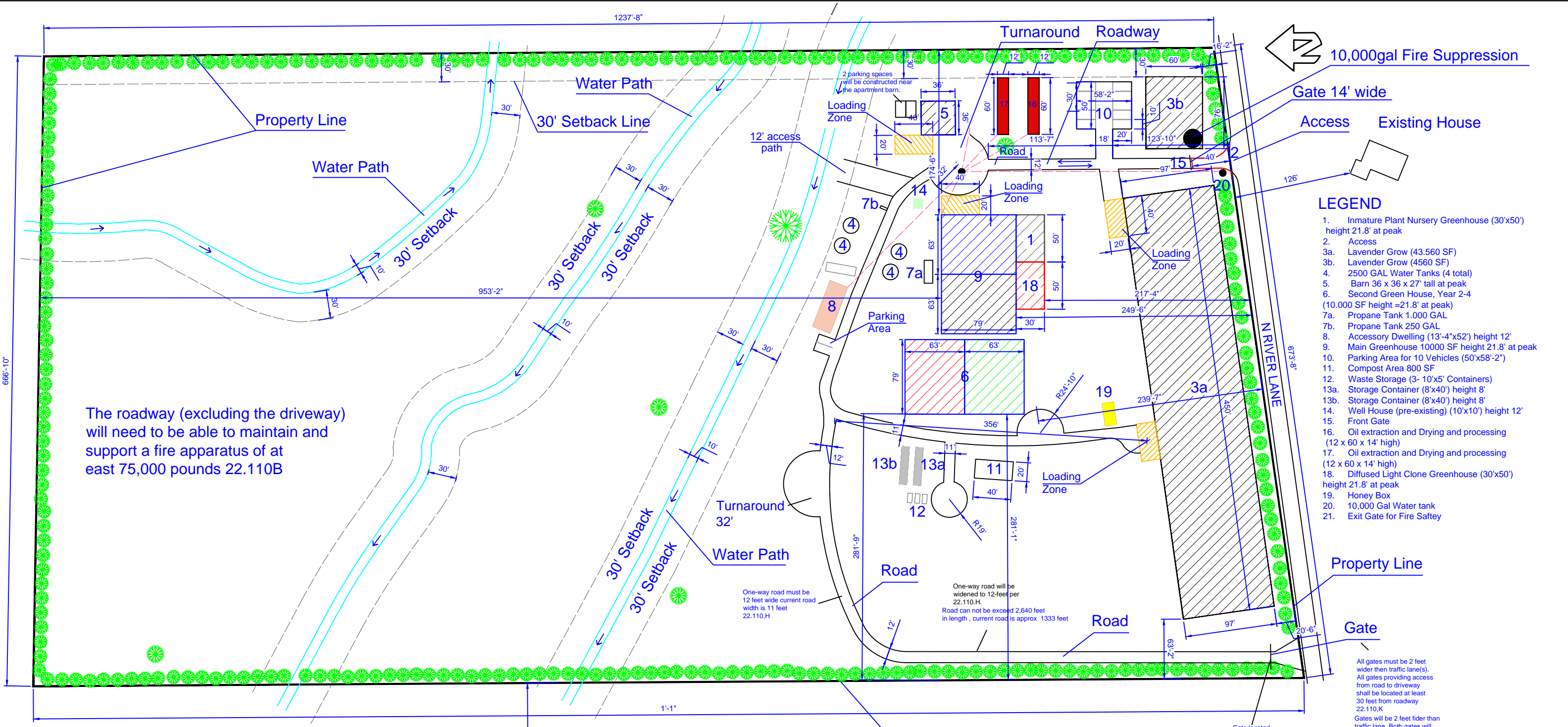
Legend
 Parcel



Colitas Farms Topography Map

N 6/21/2019

 Resource Concepts Inc



The roadway (excluding the driveway) will need to be able to maintain and support a fire apparatus of at east 75,000 pounds 22.110B

10,000gal Fire Suppression

Gate 14' wide

Access Existing House

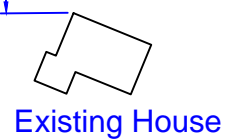
LEGEND

1. Immature Plant Nursery Greenhouse (30'x50') height 21.8' at peak
2. Access
- 3a. Lavender Grow (43,560 SF)
- 3b. Lavender Grow (4560 SF)
4. 2500 GAL Water Tanks (4 total)
5. Barn 36 x 36 x 27' tall at peak
6. Second Green House, Year 2-4 (10,000 SF height =21.8' at peak)
- 7a. Propane Tank 1,000 GAL
- 7b. Propane Tank 250 GAL
8. Accessory Dwelling (13'-4"x52') height 12'
9. Main Greenhouse 10000 SF height 21.8' at peak
10. Parking Area for 10 Vehicles (50'x58'-2")
11. Compost Area 800 SF
12. Waste Storage (3- 10'x5' Containers)
- 13a. Storage Container (8'x40') height 8'
- 13b. Storage Container (8'x40') height 8'
14. Well House (pre-existing) (10'x10') height 12'
15. Front Gate
16. Oil extraction and Drying and processing (12 x 60 x 14' high)
17. Oil extraction and Drying and processing (12 x 60 x 14' high)
18. Diffused Light Clone Greenhouse (30'x50') height 21.8' at peak
19. Honey Box
20. 10,000 Gal Water tank
21. Exit Gate for Fire Safety

All gates must be 2 feet wider than traffic lane(s). All gates providing access from road to driveway shall be located at least 30 feet from roadway 22.110.K
Gates will be 2 feet wider than traffic lane. Both gates will be located at least 30-feet away from the roadway per 22.110.K

One-way road must be 12 feet wide current road width is 11 feet 22.110.H
Road can not be exceed 2,640 feet in length , current road is approx 1333 feet

VICINITY MAP, NOT TO SCALE

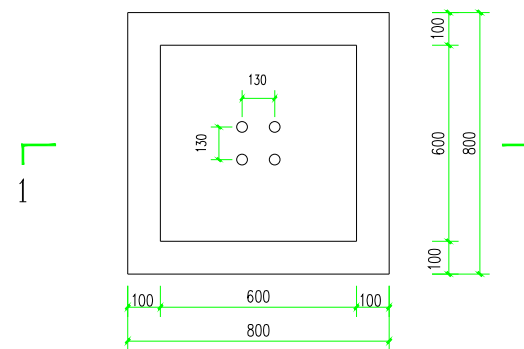
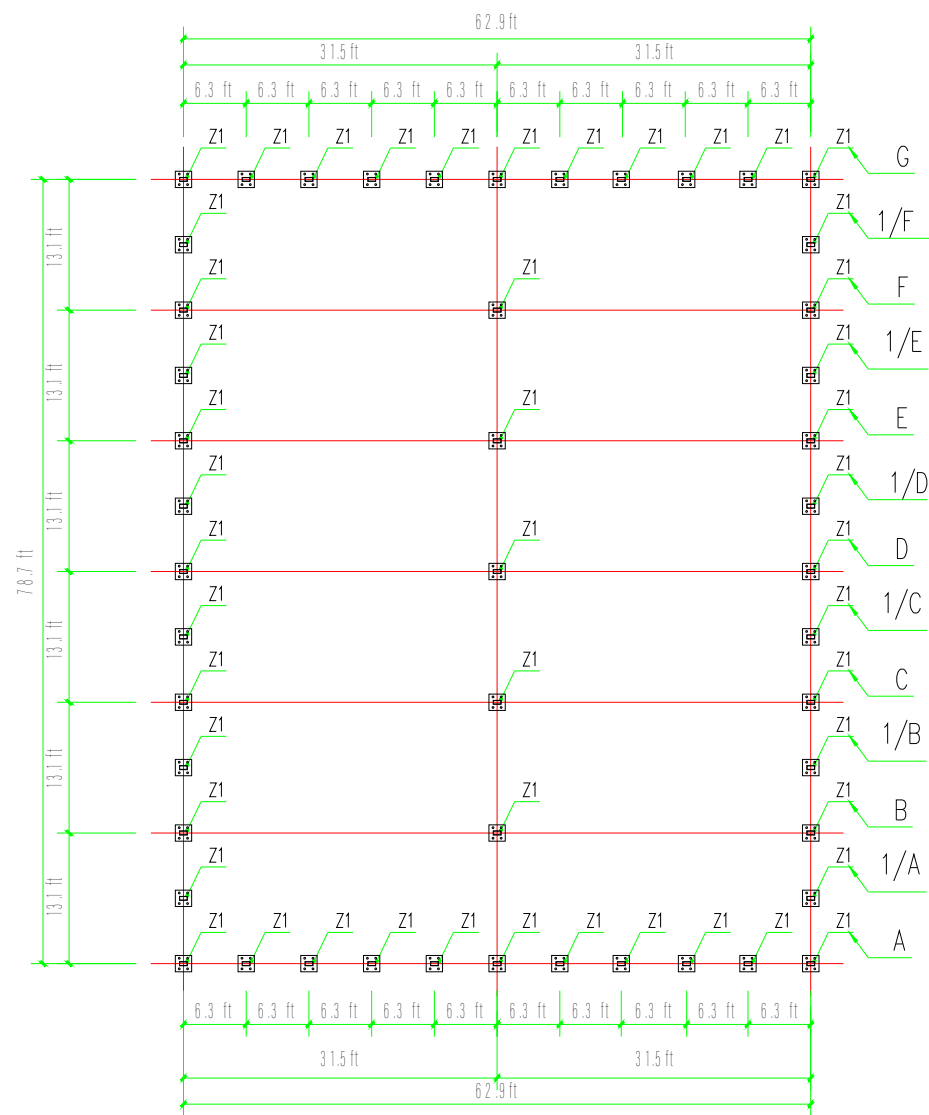


- Notes:**
1. Driveway is approximately 356 feet.
 2. Road cannot exceed 2,460 feet in length. Road is approximately 1,333 feet.
 3. Radius of turnouts will need to be confirmed during the building permit process.
 4. The roadway (excluding the driveway) will need to be able to maintain and support a fire apparatus of at least 75,000 pounds per 22.110.B.

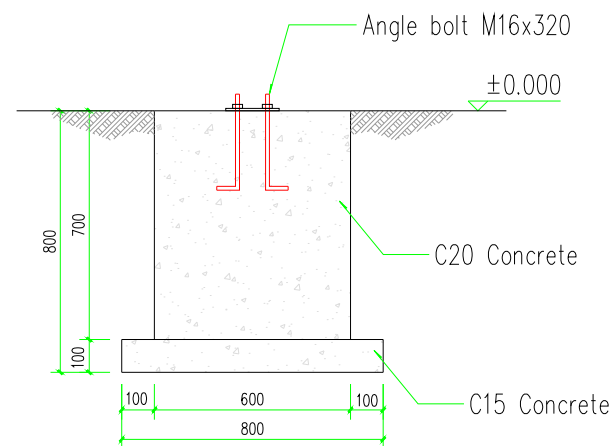
Parcel No. (APN)	002-460-015-000
Lot Area	816.239 SF
Total Lot Coverage	118.500 SF 14.5%

**324 N RIVER LN
COLEVILLE, CA 96107
Scale: 1"=100'**





Z1 Foundation layout



1-1 Section layout

note:

1. Foundation excavation to the bearing layer;
2. According to the local soil and geological structure, make corresponding adjustments to the point-based approach.

(CLIENT:)

PROJECT NAME

SUB PROJECT

(DWG. NAME:)

unit :

scale :

PROJECT LEADER

DIVISION CHIEF

DESIGNED BY

PROCESSED BY

CHECKED BY

APPROVED BY

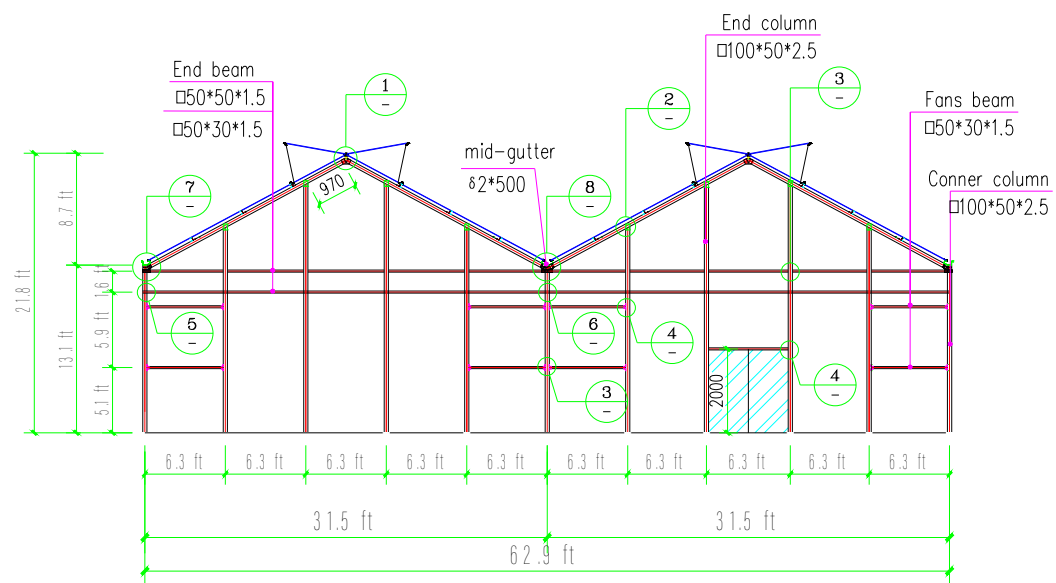
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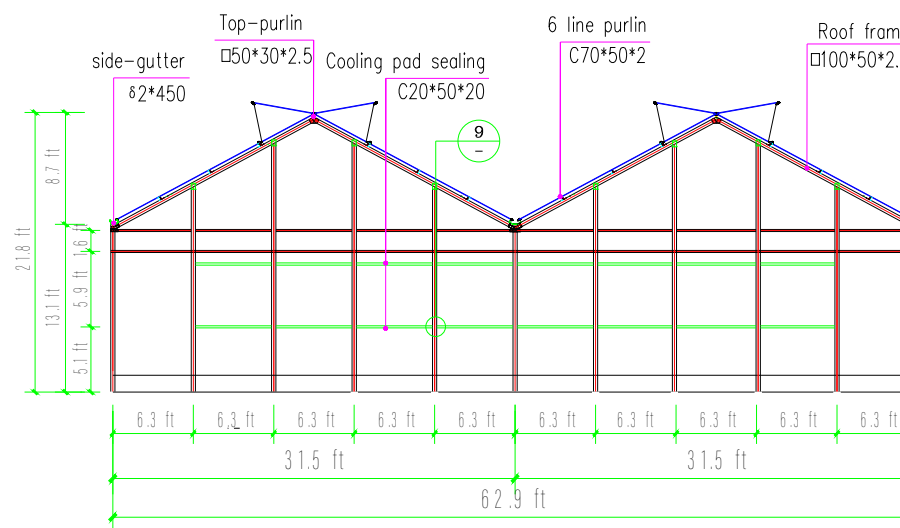
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Ver.

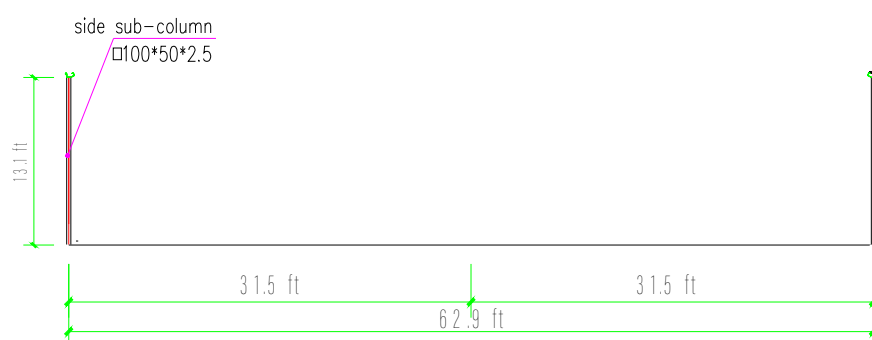
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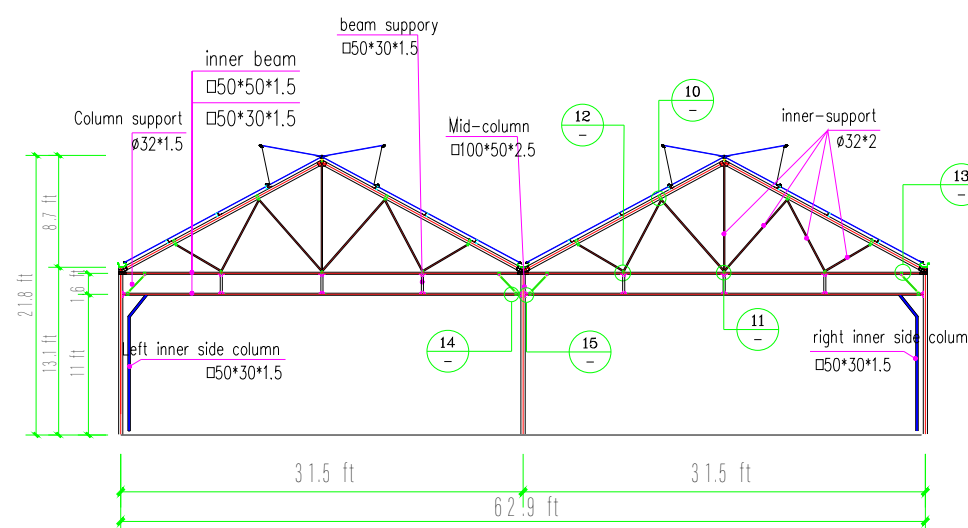
Ⓐ Front end frame diagram



Ⓒ Back end frame diagram



1/(A-F)Section frame diagram



Ⓑ, Ⓒ, Ⓓ, Ⓔ, Ⓕ Section frame diagram

(CLIENT:)

PROJECT NAME

SUB PROJECT

(DWG. NAME:)

unit : scale :

PROJECT LEADER

DIVISION CHIEF

DESIGNED BY

PROCESSED BY

CHECKED BY

APPROVED BY

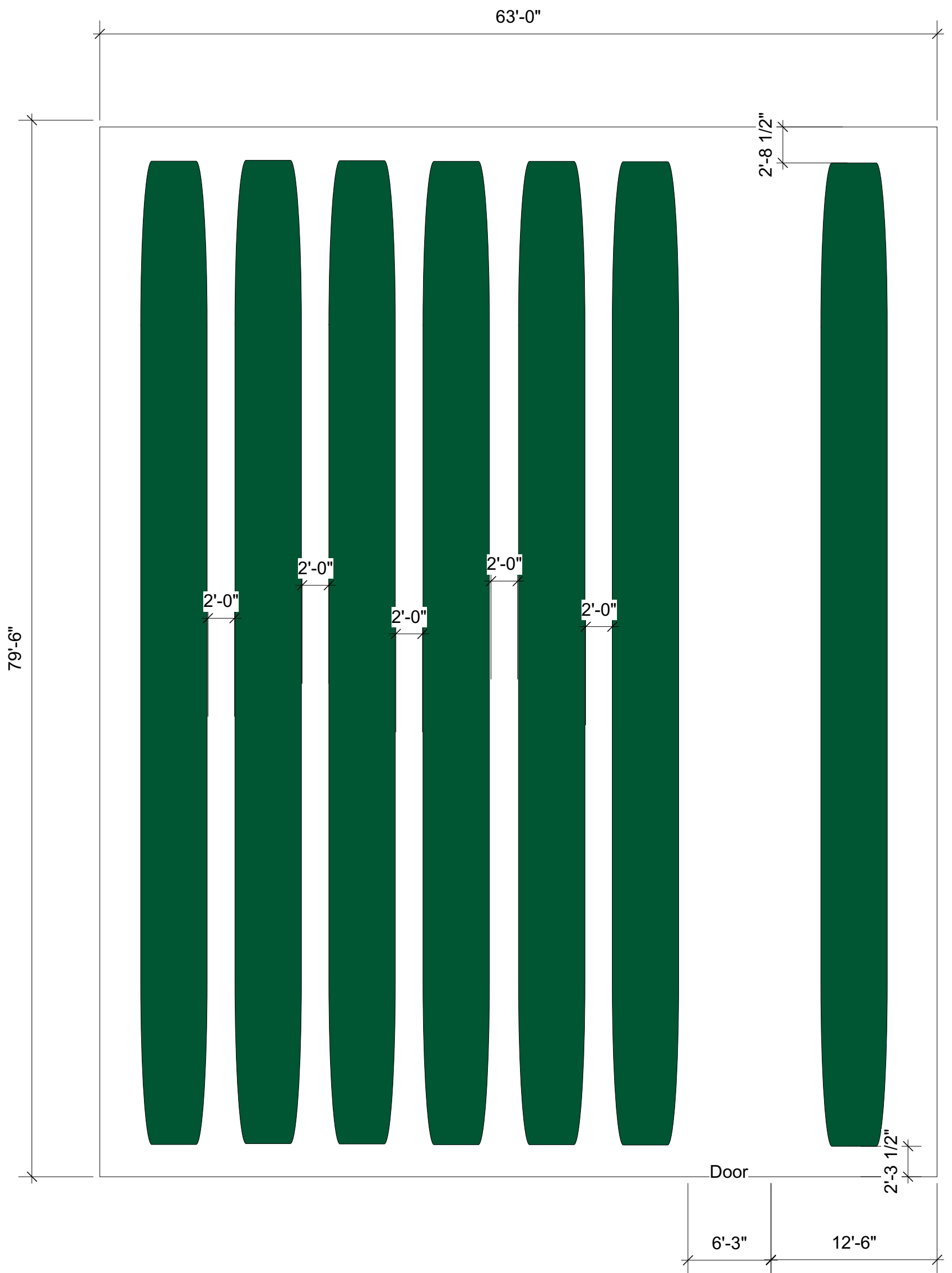
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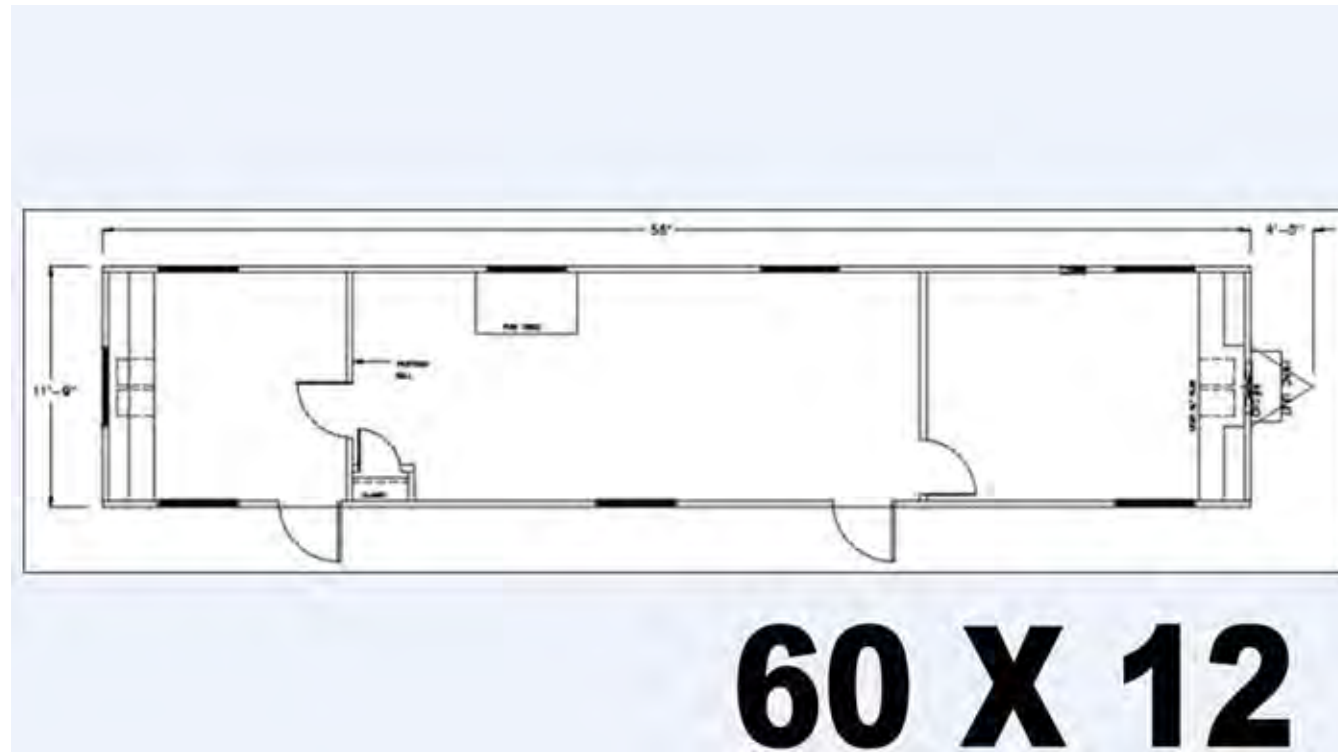
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DATE



GREENHOUSE FLOORPLAN
 FOR ONE 63 X 79' STRUCTURE
 5' PLANTED ROWS SPACED 2' APART

Oil extraction/Drying, processing and storage



12' x 12' drying area, 12' x 15' processing area, 12' x 29' Oil extraction room

.

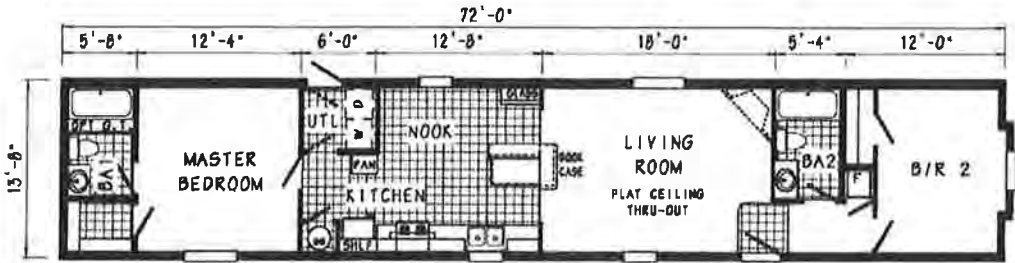


DesignSource
856-869-7777

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140710

MODULAR HOME



JB540-A 1472 Approx. 984 Sq. Ft.

PROVIDENCE
Commodore Homes of Pennsylvania

<https://kelseybassranch.com/20-perfect-images-trailer-home-dimensions/manufactured-homes-mobile-single-wide-floor-plans-8/>



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DENALI 36 BARN APARTMENT

Model A - front



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DENALI 36 BARN APARTMENT

Model A - rear



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Barn Pros Denali 36 Apartment Barn Model A - Standard



Front Elevation



Side Elevation, Left



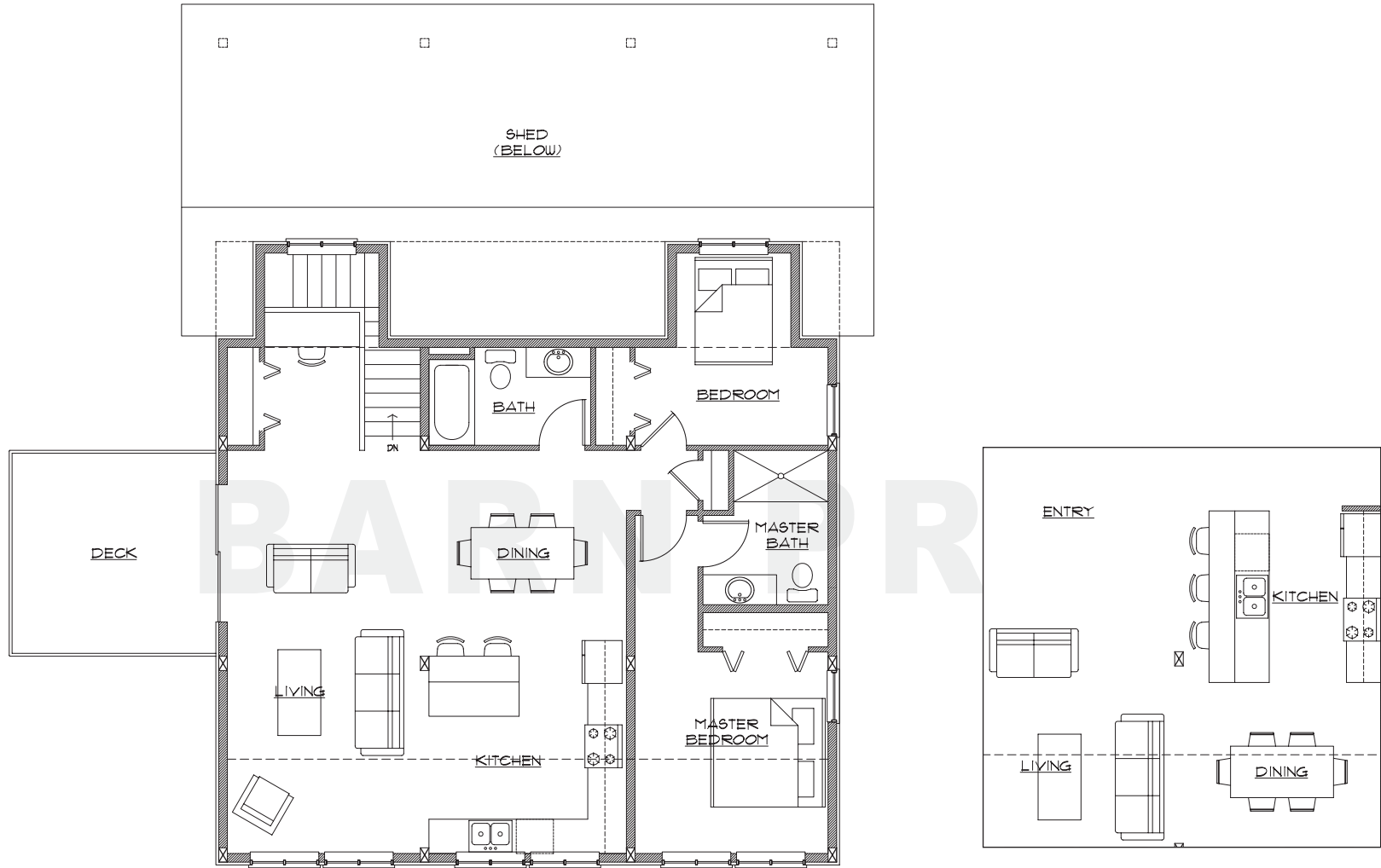
Rear Elevation



Side Elevation, Right

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Barn Pros Denali 36 Apartment Barn Model A - Standard



PROPOSED FLOORPLAN - UPPER
Model A Option 1 (left), Option 2 (right)

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DENALI 36 BARN APARTMENT

Model B - front



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DENALI 36 BARN APARTMENT

Model B - rear



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Barn Pros Denali 36 Apartment Barn Model B - Standard



Front Elevation



Side Elevation, Left



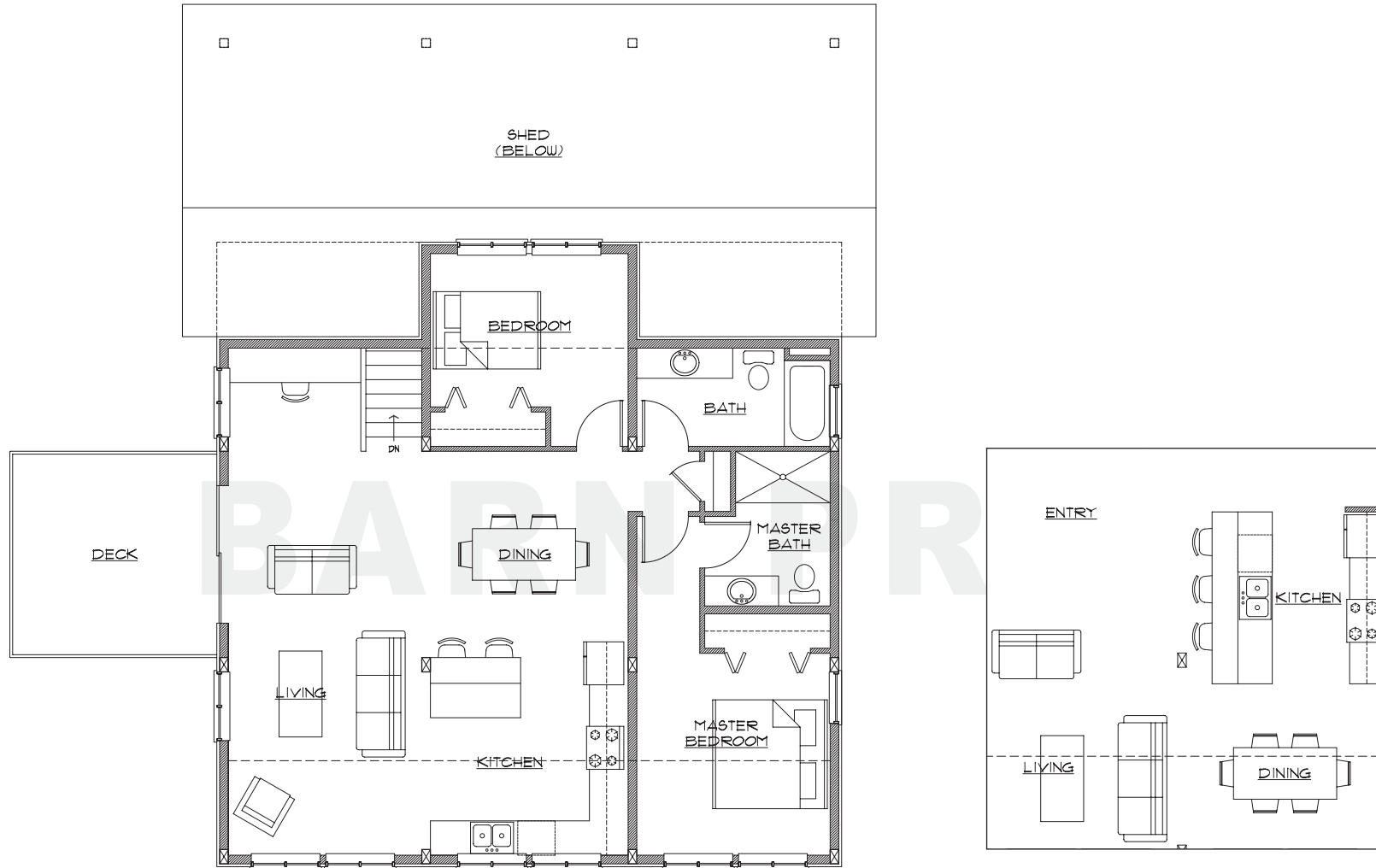
Rear Elevation



Side Elevation, Right

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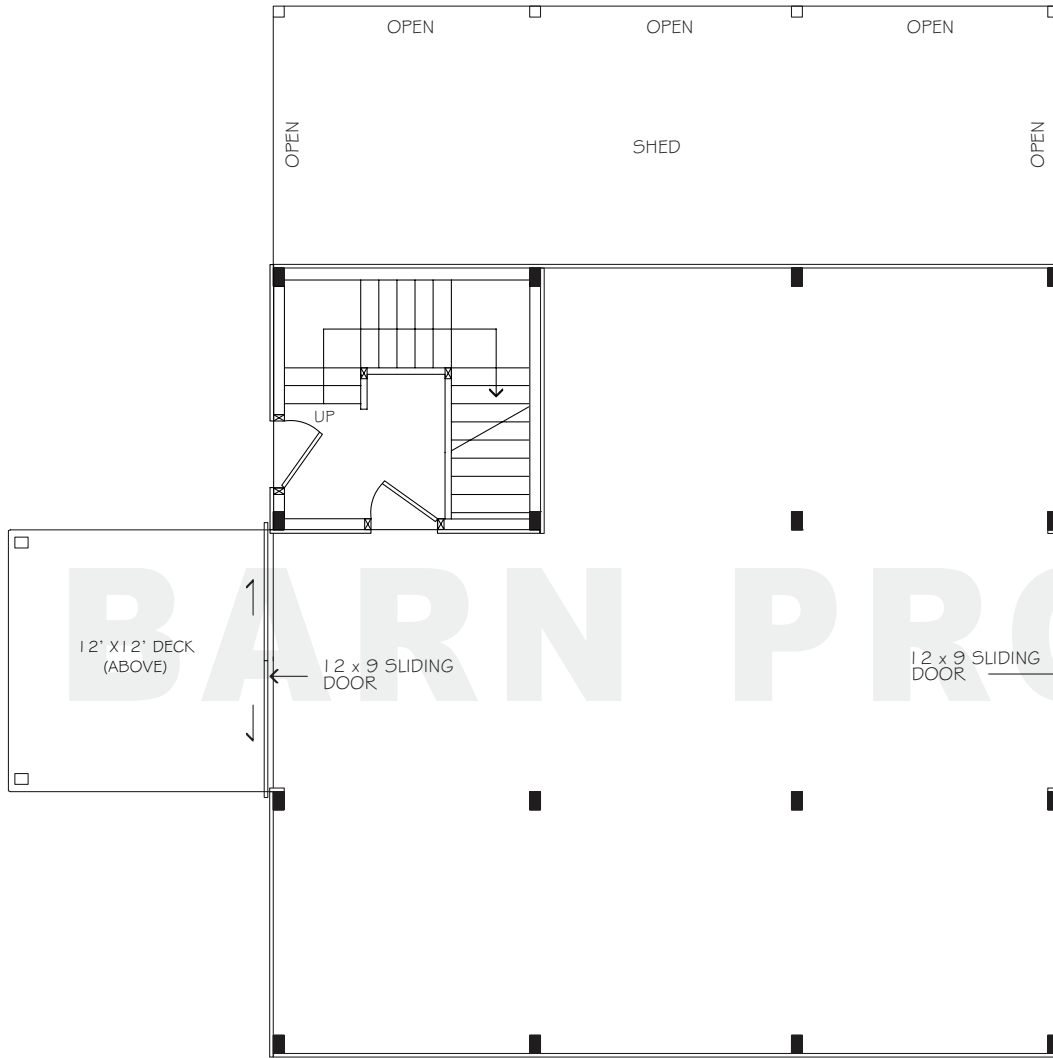
Barn Pros Denali 36 Apartment Barn Model B - Standard



PROPOSED FLOORPLAN - UPPER
Model B Option 1 (left), Option 2 (right)

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Barn Pros Denali 36 Apartment Barn Standard



FLOORPLAN - LOWER

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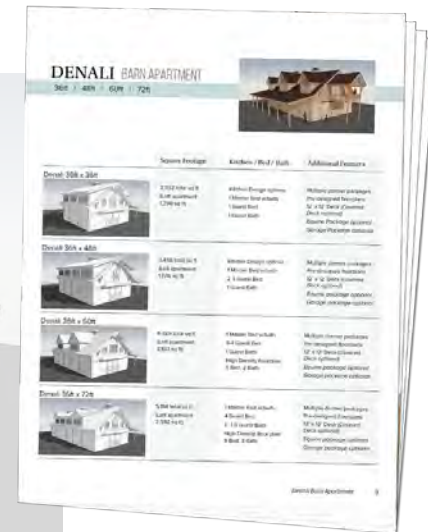


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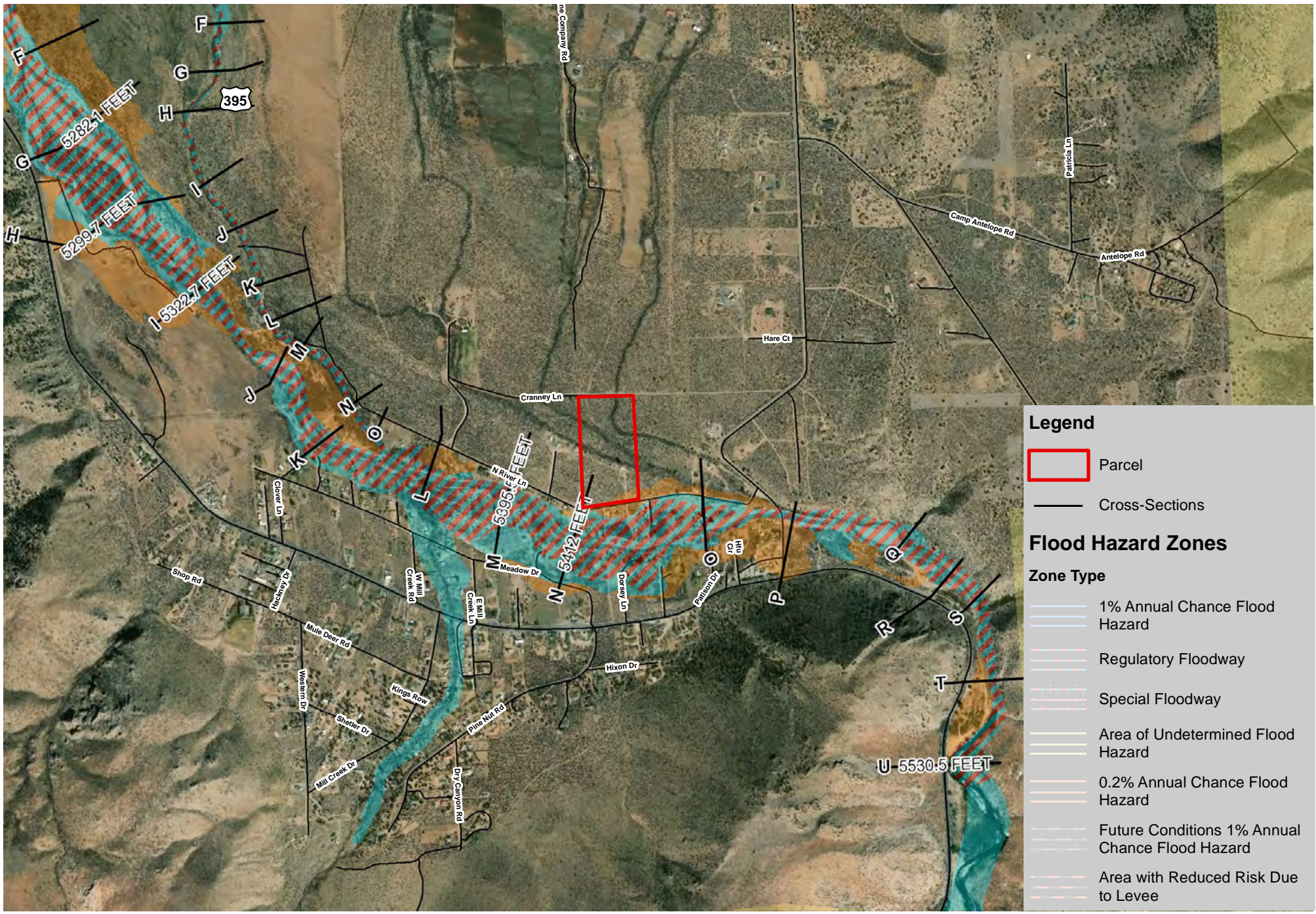
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Receptor Proximity

Colitas Farms





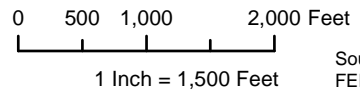
Legend

- Parcel
- Cross-Sections

Flood Hazard Zones

Zone Type

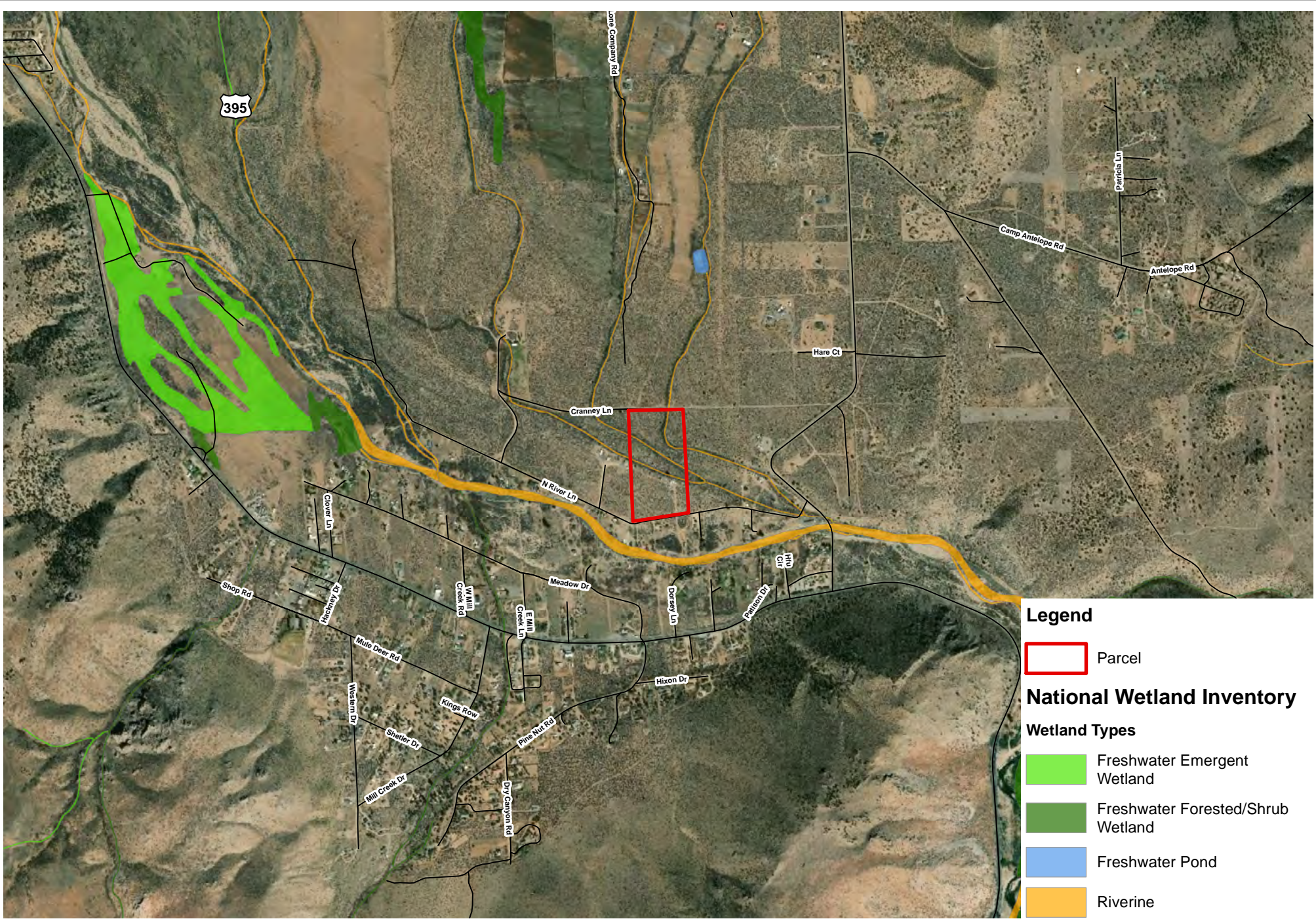
- 1% Annual Chance Flood Hazard
- Regulatory Floodway
- Special Floodway
- Area of Undetermined Flood Hazard
- 0.2% Annual Chance Flood Hazard
- Future Conditions 1% Annual Chance Flood Hazard
- Area with Reduced Risk Due to Levee



Source:
FEMA's National Flood Hazard Layer (NFHL)

Colitas Farms FEMA Flood Map

6/21/2019



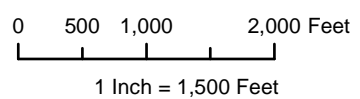
Legend

- Parcel

National Wetland Inventory

Wetland Types

- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond
- Riverine



Colitas Farms National Wetland Inventory Map

6/21/2019

Attachment B

Integrated Pest Management Plan

PEST MANAGEMENT PLAN

OUTDOOR/GREENHOUSE CANNABIS CULTIVATION

FACILITY

PHYSICAL LOCATION

COLITAS FARMS
324 NORTH RIVER LANE
COLEVILLE, CA 96107

MAILING ADDRESS

COLITAS FARMS
13900 NW PASSAGE #210
MARINA DEL REY, CA 90292

PEST MANAGEMENT PLAN

COLITAS FARMS PLANS ON TAKING A HOLISTIC APPROACH TO CANNABIS FARMING
Listed below are five plant treatment protocols that are examples of effective techniques used in a holistic integrative pest management plan:

- **Coconut water** contains cytokinins that aid in cell division, helping plants mend and grow due to healthy cell division.
- **Indigenous microbe inoculations** allow for more resilient plants that are better prepared to fend off pathogens.
- **Powdered potassium silicate** applied as a foliar feed helps stimulate the plant's natural defense methods against fungal attacks and other pathogens.
- **Neem cake** added to the soil mix acts to discourage egg-laying insects in the rhizosphere. It effectively ends problems like fungus gnats while allowing beneficial microbes to flourish.
- **Essential oils** help activate natural defense mechanisms while disrupting the offending pest and preventing it from taking advantage of chemical imbalances.
- **Aloe vera flakes** aid a plant's immune response and pathogen defense.

PEST MANAGEMENT PRACTICES FOR CANNABIS GROWN OUTDOORS

PEST	DAMAGE	IPM PRACTICES (monitoring; cultural, physical, mechanical, biological)	PESTICIDES
MITES & INSECTS			
two-spotted spider mites <i>Tetranychus urticae</i> (and other Tetranychidae)	Suck plant sap; stipple leaves	<ul style="list-style-type: none"> * Keep dust down by hosing off plants (if dust is a problem) * Release predatory mites 	neem oil, horticultural oil
broad mites <i>Polyphagotarsonemus latus</i>	Distort leaves and buds	<ul style="list-style-type: none"> * Inspect plants; disinfest or dispose of infested plants * Release predatory mites and sixspotted thrips 	—
russet mites <i>Aculops</i> spp.	Suck plant sap; kill leaves and flowers	<ul style="list-style-type: none"> * Release predatory mites 	neem oil, horticultural oil, sulfur
crickets (field & house)	Eat seedlings	<ul style="list-style-type: none"> * Use floating row covers or cones on individual plants 	—
termites	Eat roots	<ul style="list-style-type: none"> * Flood nests 	—
leafhoppers	Suck plant sap; weaken plants	<ul style="list-style-type: none"> * Encourage natural enemies by planting nectar sources 	horticultural oil or insecticidal soaps for nymphs
whiteflies <i>Trialeurodes vaporariorum</i> , <i>Bemisia tabaci</i> , <i>B. argentifolii</i>	Suck plant sap; weaken plants	<ul style="list-style-type: none"> * Hang up yellow sticky cards * Use reflective plastic mulch 	azadirachtin, horticultural oil, insecticidal soaps, rosemary + peppermint oils, <i>Beauveria bassiana</i>
thrips <i>Heliethrips haemorrhoidalis</i> , <i>Frankliniella occidentalis</i> , <i>Thrips tabaci</i>	Stipple and scar leaves ; vector viruses	<ul style="list-style-type: none"> * Hang up yellow or blue sticky cards 	horticultural oil, insecticidal soaps, rosemary + peppermint oils, <i>Beauveria bassiana</i>
aphids <i>Myzus persicae</i> , <i>Aphis fabae</i>	Suck plant sap; weaken plants	<ul style="list-style-type: none"> * Hang up yellow sticky cards (alates) * Hose off plants 	azadirachtin, horticultural oil, insecticidal soaps, <i>Beauveria bassiana</i>
leafminers <i>Liriomyza</i> spp.	Bore into roots and leaves	<ul style="list-style-type: none"> * Remove older infested leaves * Use biocontrol: release <i>Diglyphus parasitoids</i> 	azadirachtin

PEST		DAMAGE	IPM PRACTICES (monitoring; cultural, physical, mechanical, biological)	PESTICIDES
LEPIDOPTERA	cutworms <i>Agrotis ipsilon</i> , <i>Spodoptera exigua</i> (Noctuidae)	Eat seedlings	<ul style="list-style-type: none"> * Use pheromone traps to detect adults. * Remove weeds, which serve as a reservoir for cutworms and other noctuids 	Vegetative stage only: Use <i>Bacillus thuringiensis kurstaki</i> if egg-laying adults found, insecticidal soap; azadirachtin
	budworms <i>Helicoverpa zea</i> (Noctuidae)	Eat flowering buds	<ul style="list-style-type: none"> * Shake plants to dislodge larvae * Remove infested buds * Plant corn as trap crop 	Vegetative stage only: Use <i>Bacillus thuringiensis kurstaki</i> , insecticidal soap
COLEOPTERA	fllea beetles (Chrysomelidae)	Bore into stems (grubs); feed on seedlings and leaves of larger plants (adults)	<ul style="list-style-type: none"> * Use reflective mulches * Plant trap crops (e.g., radish or Chinese mustard) 	sulfur
	scarab grubs (Scarabaeidae) possibly other beetles)	Bore into stems	<ul style="list-style-type: none"> * Use parasitic nematodes 	—
MAMMALS				
mice (e.g., house mice)	Eat young sprouts and seeds	<ul style="list-style-type: none"> * Double wrap a 3'-tall chicken wire fence around plants 	rodenticides*	
roof rats, <i>Rattus rattus</i> wood rats, <i>Neotoma</i> spp.	Strip bark from stems to build nests	<ul style="list-style-type: none"> * Trap (minus rodenticides) * Mount barn owl boxes 		
pocket gophers, <i>Thomomys</i> spp.	Tunnel through planting areas; feed on plants; gnaw on irrigation lines	<ul style="list-style-type: none"> * Install underground fencing (hardware cloth or ½" mesh poultry wire) * Mount barn owl boxes 		
Columbian black-tailed deer, <i>Odocoileus hemionus columbianus</i>	Knock over plants; leave dander, droppings, and ticks behind	<ul style="list-style-type: none"> * Install deer fencing 	—	
black bears, <i>Ursus americana</i>	Knock over plants	<ul style="list-style-type: none"> * Install electric fencing 	—	

* If using a rodenticide always read and follow the label and check to make sure that the target rodent is listed. Second-generation anticoagulant products (contain the active ingredients brodifacoum, bromadiolone, difenacoum, and difethialone) are DPR-restricted materials not labeled for field use and should never be used in or around cannabis cultivation sites. Permits for the use of DPR-restricted materials will not be issued to cannabis cultivators. Any federally restricted use pesticide must be applied by a certified applicator consistent with the registered labeling.

PEST MANAGEMENT PRACTICES FOR CANNABIS GROWN INDOORS

(e.g., greenhouses, sheds, and grow rooms)

PEST	DAMAGE	IPM PRACTICES (monitoring; cultural, physical, mechanical, biological)	PESTICIDES
DISEASES			
powdery mildew <i>Sphaerotheca macularis</i>	Grow on leaves as white and gray powdery patches	<ul style="list-style-type: none"> Use fans to improve air circulation 	horticultural oil; neem oil; sodium bicarbonate, potassium bicarbonate; <i>Bacillus subtilis</i>
pythium root rots <i>Pythium</i> spp.	Attack root tips and worsens when plants grow in wet soil	<ul style="list-style-type: none"> Avoid hydroponic production or wet soil conditions 	incorporate biocontrol agents into root-growing media (e.g., <i>Gliricium virens</i> , <i>Trichoderma harzianum</i> , <i>Bacillus subtilis</i>)
MITES & INSECTS			
two-spotted spider mites <i>Tetranychus urticae</i> (and other Tetranychidae)	Suck plant sap; stipple leaves	<ul style="list-style-type: none"> Disinfest cuttings before introducing to growing area Release predatory mites (<i>Amblyseius</i> spp., <i>Phytoseiulus persimilis</i>), or lacewings (<i>Chrysoperia</i> spp.) 	neem oil, horticultural oil, sulfur
broad mites	Distort leaves and buds	<ul style="list-style-type: none"> Inspect plants; disinfest or dispose of infested plants Release predatory mites (<i>Amblyseius</i> spp.) and six-spotted thrips 	
leafhoppers	Suck plant sap; weaken plants	<ul style="list-style-type: none"> Encourage natural enemies by planting nectar sources 	horticultural oil or insecticidal soaps for nymphs
whiteflies <i>Trialeurodes vaporariorum</i> , <i>Bemisia tabaci</i> , <i>B. argentifolii</i>	Suck plant sap; weaken plants	<ul style="list-style-type: none"> Hang up yellow sticky cards Use biocontrol: <i>Amblyseius swirskii</i>, <i>Encarsia formosa</i>, <i>Delphastus catalinae</i>, <i>Steinernema feltiae</i> 	azadirachtin, <i>Beauveria bassiana</i> , cinnamon oil, horticultural oil
thrips <i>Heliethrips haemorrhoidalis</i> , <i>Frankliniella occidentalis</i> , <i>Thrips tabaci</i>	Stipple and scar leaves ; vector viruses	<ul style="list-style-type: none"> Sterilize soil and pots before growing Hang up yellow or blue sticky cards Use biocontrol <i>Stratiolaelaps scimitus</i>, <i>Amblyseius cucumeris</i>, <i>Amblyseius swirskii</i>, <i>Orius insidiosus</i> 	azadirachtin, horticultural oil, insecticidal soaps, rosemary + peppermint oils, <i>Beauveria bassiana</i>

PEST	DAMAGE	IPM PRACTICES (monitoring; cultural, physical, mechanical, biological)	PESTICIDES
rice root aphid <i>Rhopalosiphum rufiabdominalis</i>	Feed on roots; stunt and weaken plants	<ul style="list-style-type: none"> ▪ Dispose of weakened infested plants ▪ Mix in sharp soil amendments such as diatomaceous earth ▪ Use biocontrol: <i>Stratiolaelaps scimitus</i>, <i>Dalotia coriaria</i>, <i>Steinernema feltiae</i> 	<i>Beauveria bassiana</i>
dark-winged fungus gnats (Diptera: Sciaridae) <i>Bradysia</i> spp.	Damage roots and stunt plant growth	<ul style="list-style-type: none"> ▪ Avoid overwatering ▪ Use growing media that deters gnat development ▪ Hang up yellow sticky cards ▪ Use biocontrol: <i>Stratiolaelaps scimitus</i>, <i>Dalotia coriaria</i>, <i>Steinernema feltiae</i> 	<i>Bacillus thuringiensis israelensis</i> (BTI); predatory nematodes; azadirachtin soil drenches

Attachment C

Waste Management Plan

WASTE MANAGEMENT PLAN

OUTDOOR/GREENHOUSE CANNABIS CULTIVATION

FACILITY

PHYSICAL LOCATION

COLITAS FARMS
324 NORTH RIVER LANE
COLEVILLE, CA 96107

MAILING ADDRESS

COLITAS FARMS
13900 NW PASSAGE #210
MARINA DEL REY, CA 90292

WASTE MANAGEMENT PLAN

COLITAS FARMS WILL TAKE A HOLISTIC, NATURAL APPROACH TO FARMING CANNABIS. THE MAJORITY OF ANY CANNABIS WASTE THAT WILL BE CREATED ON OUR FARM WILL BE RECONSTITUTED INTO THE GROWING PROCESS IN AN ON SITE COMPOST HEAP. IF THERE IS ANY ADDITIONAL WASTE THAT WE CANNOT USE IN OUR GROWING PROCESS WE WILL SELF HAUL TO A MANNED FULLY PERMITTED SOLID WASTE LANDFILL OR TRANSFORMING FACILITY.

OUR MASTER GROWER/FARM MANGER WILL BE IN CHARGE OF MAINTIANING AND PROCESSING THE WASTE INTO USABLE COMPOST AND SCHEDULING ANY SELF HAULING OF WASTE THAT MAY ON OCCATION NEED TO BE MOVED TO A PERMITTED WASTE SITE OFF OF OUR PROPERTY.

Attachment D

Lahontan Regional Water Quality Control Board Letter



EDMUND G. BROWN JR.
GOVERNOR

MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

Lahontan Regional Water Quality Control Board

December 18, 2018

WDID No. 6T26CC405729

Jennifer Pearsons
Colitas Farms LLC
13900 Northwest Passage Apt 210
Marina Del Rey, CA 90292

Michael Storc
13900 Northwest Passage Apt 210
Marina del Rey, CA 90292

SUBJECT: NOTICE OF APPLICABILITY - WASTE DISCHARGE REQUIREMENTS, WATER QUALITY ORDER NO. WQ-2017-0023-DWQ, COLITAS FARMS LLC, MONO COUNTY - APN 002460015000, WDID NO. 6T26CC405729

EXPIRATION DATE: NOVEMBER 30, 2019

Dear Ms. Pearsons and Mr. Storc,

Colitas Farms LLC (hereafter Discharger) submitted information via the State Water Resources Control Board's (State Water Board's) online portal on October 29, 2018, for discharges of waste associated with outdoor cannabis cultivation related activities at 324 North River Lane, Coleville (38.518641°N, 119.464742°W). The State Water Board received the associated application fee on November 30, 2018, and subsequently transferred site information to us for processing.

The property is also owned by Jennifer Pearsons and Michael Storc. Each landowner is ultimately responsible for any water quality degradation that occurs on or originates from their property and for water diversions that are not in compliance with the State Water Board's *Cannabis Cultivation Policy- Principles and Guidelines for Cannabis Cultivation (Policy)* and *General Waste Discharge Requirements and Waiver of Waste Discharge Requirements for Discharges of Waste Associated with Cannabis Cultivation Activities*, Order No. WQ-2017-0023-DWQ (General Order).

Based on the information provided, the Discharger self-certifies the cannabis cultivation activities are consistent with the Policy and General Order. This letter provides notice that the Policy and General Order are applicable to the site as described below. You are hereby assigned waste discharge identification (WDID) No. 6T26CC405729. The Discharger is responsible for all the applicable requirements in the Policy, General Order, this Notice of Applicability (NOA), and for acquiring additional certifications and permits as needed (see SITE-SPECIFIC REQUIREMENTS below for guidance).

FACILITY AND DISCHARGE DESCRIPTION

The information submitted by the Discharger states the disturbed area is equal to or greater than 1 acre (43,560 square feet), no portion of the disturbed area is within the setback requirements, and no portion of the disturbed area is located on a slope greater than 30 percent. Based on the information submitted by the Discharger, the cannabis cultivation activities are classified as Tier 2, Low Risk outdoor cultivation.

SITE-SPECIFIC REQUIREMENTS

1. The Policy and General Order are available on the Internet at: https://www.waterboards.ca.gov/water_issues/programs/cannabis. The Discharger shall ensure that all site operating personnel know, understand, and comply with the requirements contained in the Policy, General Order, this NOA, and the Monitoring and Reporting Program (MRP, Attachment B of the General Order). Note that the General Order contains standard provisions, general requirements, and prohibitions that apply to all cannabis cultivation activities.
2. The Discharger shall notify Water Boards staff in writing of any proposed change in the method of wastewater disposal.
3. The application requires the Discharger to self-certify that all applicable Best Practicable Treatment or Control (BPTC) measures are being implemented, or will be implemented by the onset of the winter period (October 15-May 1 above 6,000 feet and November 15 – April 1, for cultivation sites at or below 6,000 feet), following the enrollment date. Dischargers that cannot implement all applicable BPTC measures by the onset of the winter period, following their enrollment date, shall submit to the appropriate Regional Water Board a *Site Management Plan* that includes a time schedule and scope of work for use by the Regional Water Board in developing a compliance schedule as described in Attachment A of the General Order.
4. The Discharger shall permit representatives of the Regional Water Board and/or the State Water Board, upon presentation of credentials, to:
 - i. Enter premises where cannabis is cultivated or processed, wastes are treated, stored, or disposed of, and facilities in which any records are kept.
 - ii. Copy any records required under terms and conditions of the General Order.
 - iii. Inspect at reasonable hours, monitoring equipment required by this General Order (as applicable).
 - iv. Sample, photograph, and/or video record any cultivation activity, discharge, waste material, waste treatment system, or monitoring device.
5. Water quality certification or waste discharge requirements may be required in accordance with either the Clean Water Act or the Porter Cologne Water Quality Control Act for any proposed excavation, fill, or dredging activities in surface waters. Examples include, but are not limited to, stream crossings, installation or replacement of culverts, and stream diversions. Additional information is located at: https://www.waterboards.ca.gov/lahtontan/water_issues/programs/clean_water_act_401.

6. Land disturbance of one acre or more not directly related to cultivation (i.e., infrastructure-related) may require coverage under the General Board Order No. 2009-0009-DWQ. Example activities include, but are not limited to, road construction, stream diversion, and building installation. See:
https://www.waterboards.ca.gov/lahontan/water_issues/programs/storm_water for details.

TECHNICAL REPORT REQUIREMENTS

The following technical report(s) shall be submitted by the Discharger as described below:

1. A *Site Management Plan* must be submitted by **January 26, 2019**, consistent with the requirements of General Order Provision C.1.a., and Attachment A, Section 5. Attachment D of the General Order provides guidance on the contents of the *Site Management Plan*.
2. A *Nitrogen Management Plan* must be submitted by **January 26, 2019**, consistent with the requirements of General Order Provision C.1.d., and Attachment A, Section 5. Attachment D of the General Order provides guidance on the contents of the *Nitrogen Management Plan*.
3. A *Site Closure Report* must be submitted 90 days prior to permanently ending cannabis cultivation activities and seeking to rescind coverage under the General Order. The *Site Closure Report* must be consistent with the requirements of General Order Provision C.1.e., and Attachment A, Section 5. Attachment D of the General Order provides guidance on the contents of the *Site Closure Report*.

MONITORING AND REPORTING PROGRAM

The Discharger shall comply with the Monitoring and Reporting Program (MRP). Attachment B of the General Order provides guidance on the contents for the annual reporting requirement. Annual reports shall be submitted to the Regional Water Board by **March 1** following the year being monitored. The Discharger shall not implement any changes to this MRP unless and until a revised MRP is issued by the Regional Water Board Executive Officer or the State Water Board Division of Water Quality Deputy Director, or the State Water Board Chief Deputy Director.

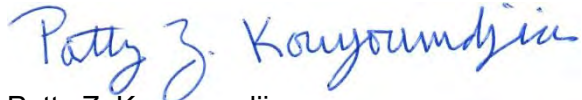
ANNUAL FEE

According to the information submitted, the discharge is classified as Tier 2, Low Risk, with the current annual fee assessed at \$1,000. The fee is due and payable on an annual basis until coverage under this General Order is formally rescinded. To rescind coverage, the Discharger must submit a Notice of Termination, including a *Site Closure Report* at least 90 days prior to termination of activities and include a final MRP report.

TERMINATION OF COVERAGE UNDER THE GENERAL ORDER & REGIONAL WATER BOARD CONTACT INFORMATION

Cannabis Dischargers that propose to terminate coverage under the Conditional Waiver or General Order must submit a Notice of Termination (NOT). The NOT must include a *Site Closure Report* (see Technical Report Requirements above), and Dischargers enrolled under the General Order must also submit a final monitoring report. The Regional Water Board reserves the right to inspect the site before approving a NOT. Attachment C of the General Order includes the NOT form, and Attachment D of the General Order provides guidance on the contents of the *Site Closure Report*.

Please notify us 30 days prior to commencing cultivation. Please direct all submittals, discharge notifications, and questions regarding compliance and enforcement to our office. We can be emailed at lahontan.cannabis@waterboards.ca.gov. Phone calls may be directed to me at (530) 542-5414 (patty.kouyoumdjian@waterboards.ca.gov) or Emily Cushman, Engineering Geologist, at (530) 542-5598 (emily.cushman@waterboards.ca.gov).



Patty Z. Kouyoumdjian
Executive Officer
Lahontan Regional Water Quality Control Board

cc: Louis Molina, Mono Environmental Health Department
Michael Draper, Planning Analyst, Mono County Community Development Department
Claire Ingel, Environmental Scientist, CA Department of Fish and Wildlife
Kevin Porzio, Senior Water Resource Control Engineer, Department of Water Quality,
State Water Resources Control Board
Emily Cushman, Engineering Geologist, Lahontan Regional Water Quality Control Board

Attachment E

Odor Mitigation Plan



Table of Content

Page 1:	Introduction of NCM services
Page 2-3:	Proposed odor control plan
Page 4:	Overhead Map
Page 5-8:	Cut sheet and photos of recommended vapor odor control system
Page 9-10:	Cut sheet and photo of Exhaust vent misting system
Page 11:	Cut sheet for HVAC odor control treatment



NCM Environmental Solutions goal is to provide the cannabis industry with company that will aid our clients from seed to sale and/or planning to operating phases by providing state of the art modeling and consulting services to evaluate the localized impacts of odors generated at cannabis operating facilities.

NCM specializes in odor control. Our parent company has over 25 years experience in designing and manufacturing odor control neutralizers at our manufacturing plant. Our neutralizer has two active parts of the product that play key roles in the neutralization of the malodors, fragrance and Metazene®. Metazene® is an odor neutralizing compound that directly interacts with malodors. Typical malodors, such as 'cannabis', 'fishy', 'putrid', or 'rancid', are made up of highly volatile aromatic compounds, meaning they tend to be the first aromas that you smell. Metazene® reacts with these compounds to form a complex ion that acts like a net to surround and envelopes the malodor. This complex ion becomes 'heavy' and less volatile resulting in the neutralization of the malodor. The fragrance is an odor masker. It is made up of various essential oils and nature identical aroma chemicals as well as some solvents to increase tenacity and longevity.

NCM also custom designs, installs and services odor control dispersion systems designed to disperse our neutralizer & neutralize odors before they become a nuisance. In addition to manufacturing neutralizers and delivery systems NCM offers modeling & consulting services to evaluate the localized impacts of odors generated at cannabis growing operations as well as dispensaries and facilities handling cannabis.

By implanting the proposed modeling services, odor control system and neutralizer our clients and municipalities will ensure that it is taking state of the art measures once only available in the waste industry to identify the dispersion of odors and implement the best practices to neutralize them.

To whom it May Concern.

The designed odor control plan is meant to ensure the proposed Marijuana Facility is following: Chapter 13 / Section 13.070 General Standards and Requirements section E. **Odor Control**.

Section E / 1 states:

“An odor mitigation plan is required to demonstrate that odors generated by the commercial cannabis activity shall not unreasonably impact adjacent properties and uses, or that odor mitigation measures are not applicable due to lack of cannabis related odor generation, location, or siting, design features or other factors.

Section E / 2 states: An odor mitigation plan shall ensure that cannabis odors are mitigated outside of the facility; on adjacent property or public right of way; on or about the exterior or interior common area walkways, hallways, breezeways, foyers, lobby areas, or any other areas available for use by common tenants or visiting public; or within any other unit located inside the same building as a commercial cannabis activity, and may include the following:

- i. Odor-control filtration and ventilation system(s) to control odors;
- ii. Devices and/or techniques incorporated into the facility or premise to mitigate the off-site detection of Cannabis odors.

https://monocounty.ca.gov/sites/default/files/fileattachments/planning_division/page/9862/ch. 13.pdf

The proposed cannabis facility will have 3 locations on site that have that could generate odors:

1. Main Greenhouse (Item # 9 on attached overhead view)
2. Second Greenhouse (item #6 on attached overhead view)
3. Drying, Processing & Storage Shed (item # 5 on attached overhead view)

NCM will work with the applicant to design a permanent system once all building layouts are complete. In regard to the outdoor grow area; NCM has designed a multi-zone odor control system. This unit will have 4 zones:

- North
- South
- East
- West

Each zone will be programmed to operate when the wind speed and wind direction variables that are programmed are met. This ensures no odor control product will get on the cannabis plants but more importantly it ensures that odors will be treated when the winds blow away from the plants potentially carrying the odors off site.

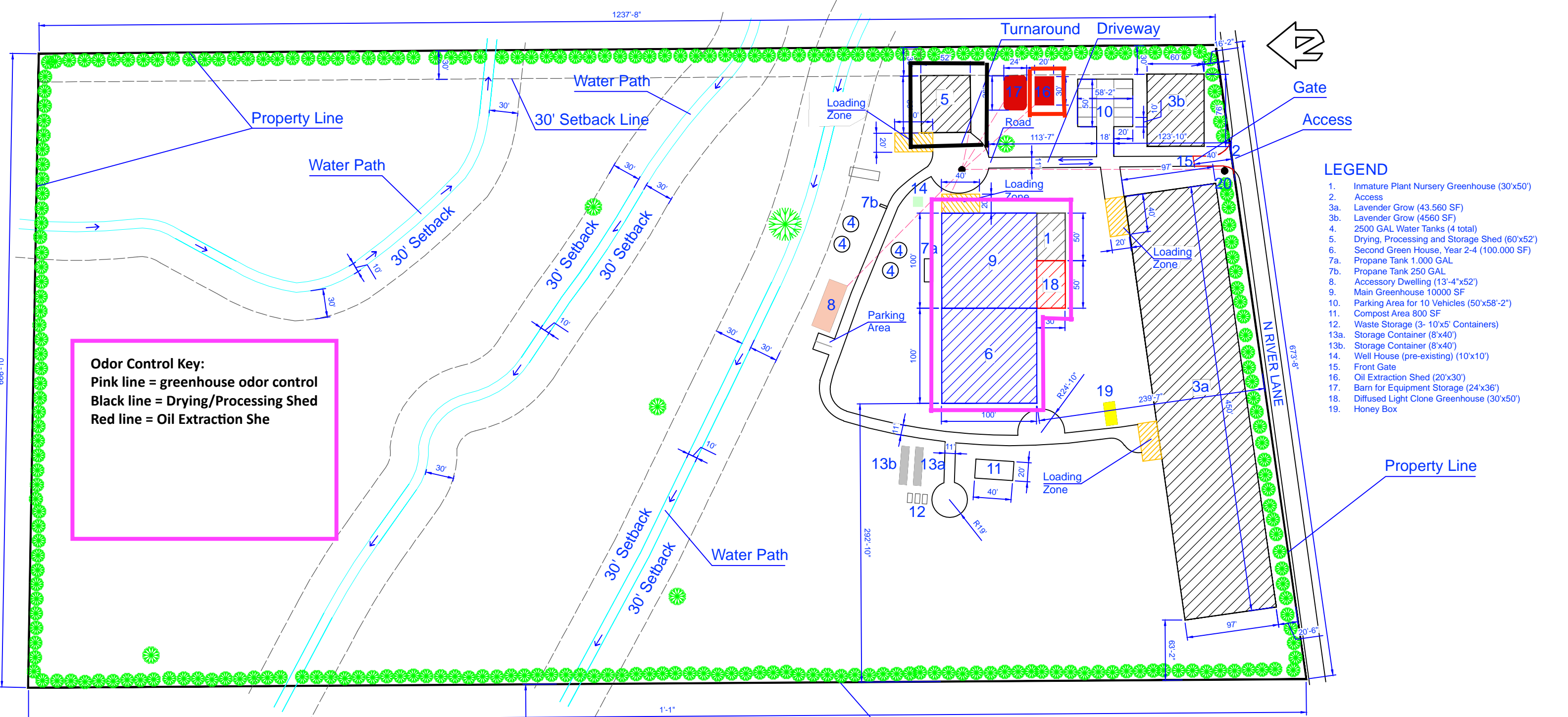
The proposed odor control neutralizer that will be dispersed from the selected odor control dispersion systems (once final site plans are chosen) will be used to ensure no fugitive odors escape the proposed location and potentially create a “nuisance” is manufactured in our chemical plant in Pittsburg, PA. Our products come with current SDS (MSDS) documentation.

The proposed odor control systems and products are being used throughout CA at Cannabis facilities as well as waste facilities where we treat odors associated with trash. Below are a few waste industry facilities in CA using our company’s technology and products:

- WM Palmdale Landfill
- City of Los Angeles Transfer Station and Lopez Cyn Landfill
- County of Santa Barbara Compost Yard
- Dublin San Ramon Waste Water Treatment Facility
- City of Los Angeles Hyperion Waste Water treatment plant

On the following pages you will see:

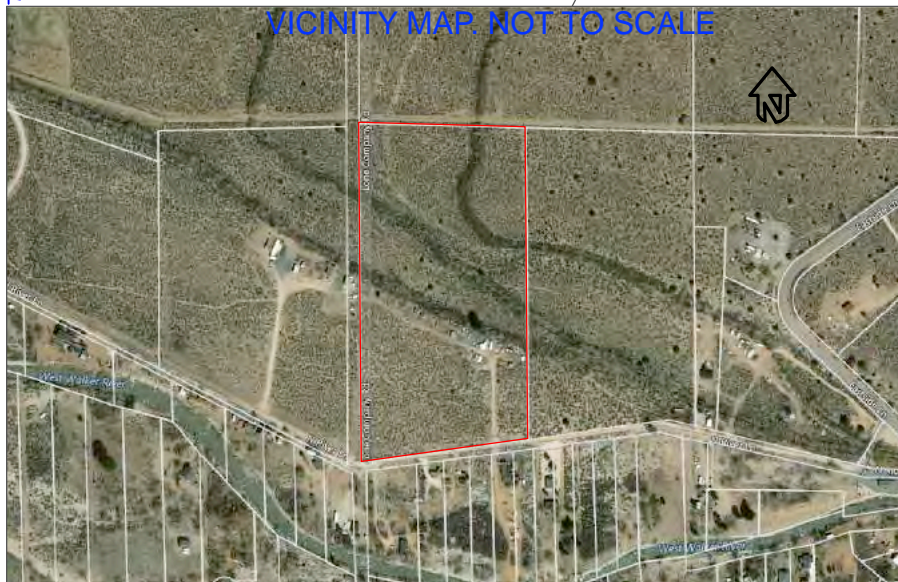
- Brief description of the services and capabilities that NCM offers the Cannabis Industry.
- Overhead layout of the proposed cannabis facility with notes showing where the proposed odor control system maybe located.
- Cut sheets of two recommended odor control systems for the greenhouse area (9, 1, 18 as marked on diagram) as well as processing / drying shed.
- Cut sheets of recommended odor control system for oil extraction shed.



Odor Control Key:
 Pink line = greenhouse odor control
 Black line = Drying/Processing Shed
 Red line = Oil Extraction She

- LEGEND**
1. Inmature Plant Nursery Greenhouse (30'x50')
 2. Access
 - 3a. Lavender Grow (43,560 SF)
 - 3b. Lavender Grow (4560 SF)
 4. 2500 GAL Water Tanks (4 total)
 5. Drying, Processing and Storage Shed (60'x52')
 6. Second Green House, Year 2-4 (100,000 SF)
 - 7a. Propane Tank 1,000 GAL
 - 7b. Propane Tank 250 GAL
 8. Accessory Dwelling (13'-4"x52')
 9. Main Greenhouse 10000 SF
 10. Parking Area for 10 Vehicles (50'x58'-2")
 11. Compost Area 800 SF
 12. Waste Storage (3- 10'x5' Containers)
 - 13a. Storage Container (8'x40')
 - 13b. Storage Container (8'x40')
 14. Well House (pre-existing) (10'x10')
 15. Front Gate
 16. Oil Extraction Shed (20'x30')
 17. Barn for Equipment Storage (24'x36')
 18. Diffused Light Clone Greenhouse (30'x50')
 19. Honey Box

VICINITY MAP NOT TO SCALE



Parcel No. (APN) 002-460-015-000
 Lot Area 816.239 SF
 Total Lot Coverage 118.500 SF 14.5%

**324 N RIVER LN
 COLEVILLE, CA 96107
 Scale: 1"=100'**






Nonaqueous Odor Control Chemicals Delivery System

Nonaqueous Odor Control Chemicals Delivery System (patent pending) is designed by NCM.

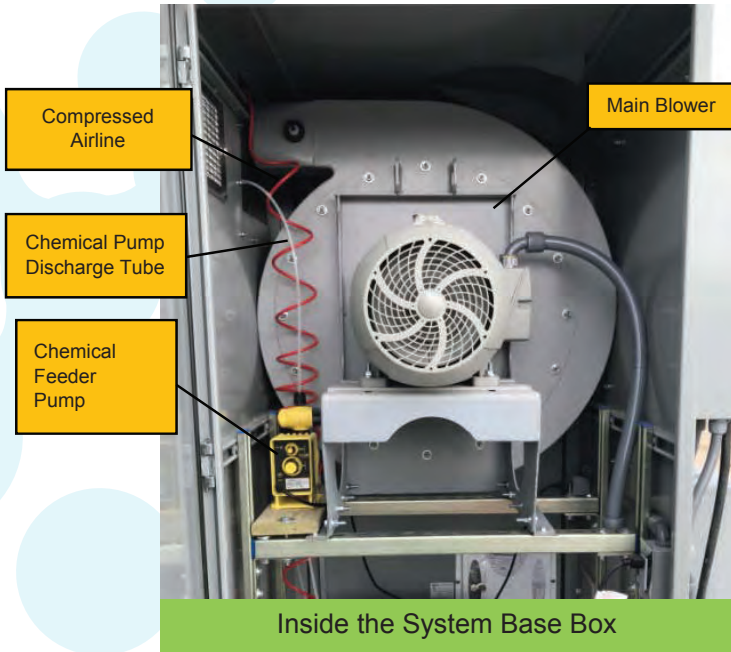
Vapor Odor Control System is designed for simplicity, dependability, and ease of operation. O&M requirements for the system are next to nothing comparing to water based systems. The system reliability system is ensured in any weather conditions from hot and humid to dry with freezing temperatures.

The system has been installed and successfully operating to keep our clients in compliance with regulatory odor control requirements throughout the United States.

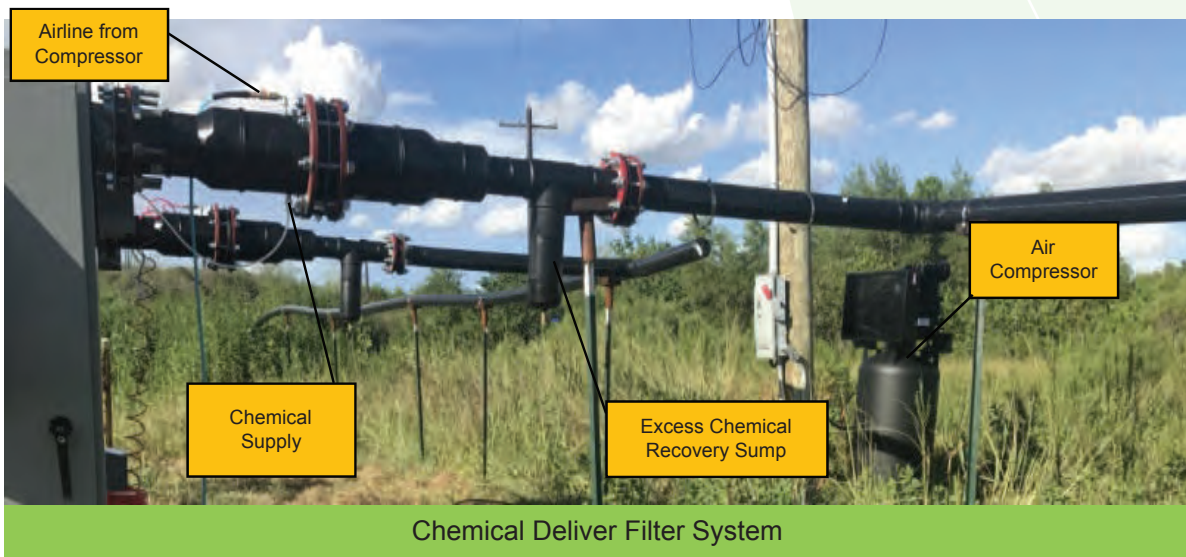


 NCM Environmental Solutions designs each system to meet clients' site specific needs. Each base station is manufactured based on the site specific design. The site specific design is developed based on the geographic location and climatological conditions, the odor causing area that requires odor control coverage, and facility specific conditions. The system can be developed for enclosed structures, structure ventilation systems, and for large open areas such as a landfill. The service area of the system can vary from a few 100 feet long coverage to 4,000 feet using a single base station.

Odor Control System Description



The machine box of the system base station includes a main air blower that supplies up to 1,200 cfm of pressured air. A chemical feeder pump supplies nonaqueous odor control chemical to the main airline using a high pressure (over 100 psi) air through the filter system. The filter system safely mixes the chemical into the main airflow generated by the blower. The amount of chemical supplied depends on the characteristics of the odor control chemical supplied by third parties. An excess chemical recovery sump is incorporated into the design to verify the ability of the odor control chemicals to vaporise. Ambient air pulled by the main blower is filtered to prevent particle build up in the system.



Vapor odor control system on ridge vent when vent is in open position



Vapor Odor Control System on ridge vent in closed position



Product: Odor Control System

Description: Trying to control odors being exhausted out of your greenhouse. This high pressure atomizing odor control system is a cost effective way to control odors. With two decades of experience treating odors in the garbage industry NCM is bringing our technology to the cannabis industry. System is water based and allow end user to mount nozzles to any size exhaust fan and comes with odor control injection pump allowing user to increase or decrease odor control solution as needed.

Standard Equipment:

- Min. 3 high pressure atomizing nozzles
- 110v/115v plug
- High pressure water pump
- Electric motor
- 50 micron bag filter
- Pressure unloaded
- Pressure switch
(protects system if water supply is interrupted)
- 7 day digital programmable timer
- Nema 4 control box

Optional Equipment:

- Solar operation
(includes solar panel and storage batteries)
- Motor start control switch.
Allows user to have odor control system turn on and off automatically as exhaust fan turns on / off.
- Additional nozzles to increase coverage from one exhaust fan to two.
- Additional high pressure hydraulic hose to extend coverage (required if additional nozzles are ordered).



Exhaust Fan Odor Control System



PROFESSIONAL DIFFUSERS FOR
ODOR NEUTRALIZATION AND
AMBIENT SCENTING

ROMASTYLER™
DIFFUSERS

Neutralize Odors ◊ Enhance Indoor Environments

Recommended option for storage / drying area



Controls odors and enhances indoor environments.

GAMMA

- Covers up to 63,000 cubic feet
- Stand alone or connect to HVAC
- Cold ultra-vapor mist
- Fully controllable output settings
- 3 programmable phases per day
- Easy-mount wall bracket
- Connection hardware included
- 12 volt DC / Electric

BETA

- Covers up to 21,000 cubic feet

ALPHA

- Covers up to 10,500 cubic feet

Selecting the right product for your application is an important process to ensuring your being a good neighbor. NCM and our team of chemists have designed a variety of odor control products for the different types of cannabis operations that our clients deal with. Our different lines neutralize odors associated with the extraction process, dispensaries as well as reception areas for indoor grow operations.



29350 PCH #6B
Malibu, CA 90265
www.ncmenvironmentalsolutions.com

Attachment F

Cultural Resource Information

A Class I Archival Review for the Proposed Colitas Parcel Project, Walker,
California

Prepared by

Michael Drews

Great Basin Consulting Group, LLC

Prepared For

Resource Concepts

340 N. Minnesota Street

Carson City, Nevada 89703

June 5, 2019



Introduction

Resource Concepts. contacted with Great Basin Consulting Group, LLC (GBCG) to provide a Class I archival review to identify known cultural resources in the vicinity of the Colitas Parcel project in Walker, California in compliance with the California Environmental Quality Act (CEQA). The proposed parcel covers approximately 20 acres 324 N. River Lane in Antelope Valley just north of the Walker River (Figure 1)

On April 30, 2019, GBCG submitted a data request to the Eastern Information Center, California State University, Sacramento under Permit #281. The record search extent covered a ½ mile radius surrounding the ¼ acre well parcel. The data request included:

- Mapped archaeological resource locations;
- Mapped report locations;
- Resource database printout;
- Report database printout;
- Copies of archaeological resource records;
- OHP historic properties directory;
- OHP determinations of eligibility;
- California Inventory of Historical Resources;
- Historic Maps;
- GLO and/or Rancho Plat maps.

Record Search Results

On May 3, 2019 EIC sent results of the record search via the postal service (ST-MNO-5178). Ten cultural resource studies have been conducted within a one-half mile radius of the project area (Table 1). None within the project Area. Four cultural resource overviews have been compiled for the vicinity. Six previous Class III cultural resource inventories have been conducted within a ½ mile radius of the project parcel.

Two cultural resources have been recorded within the one-half mile record search boundary, none within the project area (Table 2). Most of the resources are located on the alluvial fan well east of the project area. They consist of isolated artifacts. No properties are listed on the National Register of

Historic Places, Office of Historic Preservation Historic Property Directory, or the OHP Archaeological Determinations of Eligibility, or OHP Historic Properties Directory occur in the project area. There are no historic maps on file at the EIC for this area.

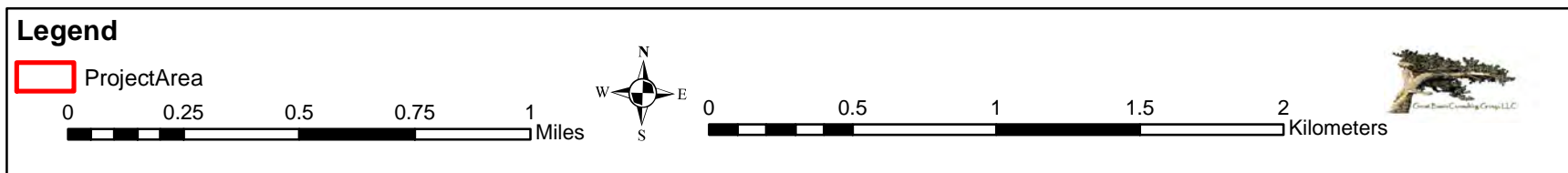
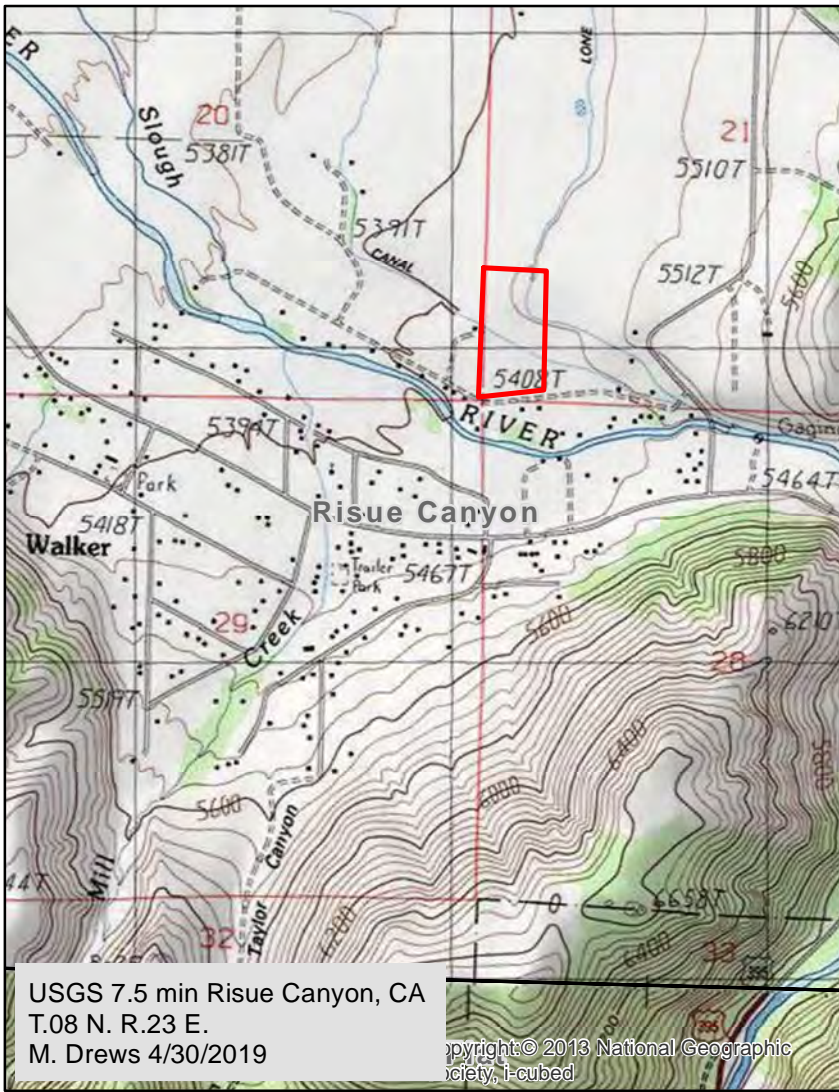


Figure 1. Project Location

Table 1. Cultural Resource Inventories within one-half mile of project area

Report Number	Other Number	Authors	Year	Title	Publisher	Type	Size	Resources
MN-00031	NADB-R - 1080621; Voided - MF-0507	BUSBY, COLIN, J.M. FINDLAY, and J.C. BARD	1979	A CULTURE RESOURCE OVERVIEW OF THE BUREAU OF LAND MANAGEMENT COLEVILLE, BODIE, BENTON, AND OWENS VALLEY PLANNING UNITS, CALIFORNIA PLUS AN ANNOTATED ANTHROPOLOGICAL AND HISTORIC BIBLIOGRAPHY	GREAT BASIN ASSOCIATES	Other research		
MN-00044	NADB-R - 1081068; Other - 072001 (E.A. #); Voided - MF-0926	YOUNG, DANIEL L.	1978	ARCHAEOLOGICAL RECONNAISSANCE SURVEY FROM VIRGINIA LAKES ROAD TO NEVADA STATE LINE	AUTHOR(S)	Archaeological, Field study	2270 Acres surveyed	26-000030, 26-000031, 26-000032
MN-00167	NADB-R - 1083854; Voided - MF-3495	BARKER, LEO R. and ANN E. HUSTON, EDITORS	1990	DEATH VALLEY TO DEADWOOD; KENNECOTT TO CRIPPLE CREEK. PROCEEDINGS OF THE HISTORIC MINING CONFERENCE, JANUARY 23-27, 1989, DEATH VALLEY NATIONAL MONUMENT	Division of National Register Programs National Park Service	Management/planning		
MN-00566	NADB-R - 1084158; Voided - MF-3745	HANEY, JEFFERSON W.	1992	WRITTEN IN BEDROCK: PREHISTORIC ACORN USE IN THE EASTERN SIERRA NEVADA				
MN-00833	BLM - CA-170-05-14	Whiteman, Erik, Robert Jackson, Jennifer Burns, Doug Edwards, Michael Taggart, and Steven Hilton	2005	Cultural Resources Inventory: Antelope Valley Fuels Reduction Project Mono County, California	Pacific Legacy, Inc.	Archaeological, Field study	620 Acres surveyed	26-000372, 26-004368, 26-004369, 26-004370, 26-004371, 26-004372, 26-004373, 26-004374, 26-004375, 26-004376, 26-004377, 26-004378, 26-
MN-00886		Holmes, Amy M.	2003	Intensive Cultural Resource Inventory of Two Drill Seeding Localities Within the Cannon Fire Area, Mono County, California	Pacific Legacy, Inc.	Archaeological, Field study	300 Acres surveyed	26-003861, 26-003862, 26-003863, 26-003864, 26-003865
MN-00890		de Barros, Philip	2000	Cultural Resources Survey and Assessment of a Cellular Phone Tower Emplacement and Associated Access Road Off Eastside Lane in Walker, Mono County, California	Professional Archaeological Services	Archaeological, Field study	0.3 Acres surveyed	26-003579
MN-00899	Other - Contract No. 53-0261-1-08, Task Order 12	Drews, Michael and Ingbar, Eric	2004	In-The-Black Archaeological Studies Volume I: GIS Data and Prehistoric Probability Models	Gnomon, Inc.	Other research		
MN-01053	Other - Contract No. 06A1106/Expenditure Authorization No. 06-0A7408	Laura Leach (Far Western), Paul Brady (Far Western), Jay King (Far Western), Pat Mikkelsen (Far Western), Libby Seil (Far Western), Lindsay Heston	2010	Cultural Resources Inventory of Caltrans District 9 Rural Conventional Highways in Inyo, Eastern Kern, Mono and Northern San Bernardino Counties, Summary of Methods and Findings	Far Western Anthropological Research Group, Inc., Davis, CA and JRP Historical Consulting, LLC	Archaeological, Architectural/historical, Field study	263.89 Miles x 0.02 Miles surveyed	
MN-01092		Jeremy Hall	2010	Archaeological Survey for Three Mono County Transportation Enhancement Projects	Gnomon, Inc.	Archaeological, Field study	2.5 Acres surveyed	

Table 2. Cultural Resources identified within one-half mile of the project area

Primary Number	Other ID	Age	Description	RecordingEvents	Reports
P-26-003579	Other - W-Iso-1	Prehistoric	Isolated Flake	2000 (Philip de Barros, Professional Archaeological Services)	MN-00890
P-26-005897	Other - IFM-01	Prehistoric	Millingstone Fragment	2009 (M. Darcangelo, Far Western)	

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Our valley is a large agricultural area with more appropriate options available.

We do not support the Colitas Farms project at this location.

Name:

Address:

- | Name: | Address: |
|-----------------------------|--|
| 1. <u>Marilyn D Summers</u> | <u>116 116 Hwy 395 Topay, Ca 96133</u> |
| 2. <u>Tom Summers</u> | <u>116 116 Hwy 395 Topay Ca.</u> |
| 3. _____ | _____ |
| 4. _____ | _____ |
| 5. _____ | _____ |
| 6. _____ | _____ |
| 7. _____ | _____ |
| 8. _____ | _____ |
| 9. _____ | _____ |
| 10. _____ | _____ |

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Name:

Address:

1. Nancy Boardman 45 N. River Lane, Coleville, CA 96107
2. _____
3. _____
4. _____
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Name:

Address:

1. Donna S. Patton 1135 Eastside Lane Coleville CA 96107
2. Don Patton 1135 EASTSIDE LANE COLEVILLE CA 96107
3. Paul Verbit 108952 Hwy 395 #31 CA
4. Maryna Roeser 746 N. River Lane, Coleville, CA 96107
5. Wm B. Roeser 746 N. RIVER LANE, COLEVILLE, CA 96107
6. Jennifer Roeser 2990 McGee Creek Rd, Crowley Lake, CA 93546
7. Lee Roeser 2990 MCGEE CREEK RD, CROWLEY LAKE CA 93546
8. Berry Roeser 745 N. River Ln. Coleville, CA 96107
9. Mike Elam 745 N. River Lane, Coleville, CA
10. _____

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Name:

Address:

1. Maryl Roeser 746 North River Lane, Coleville, CA 96107
2. _____
3. _____
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January 1, 2020

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Name:

Address:

1. Joshy Engelbert 27155 E Hwy 26 Linden, CA 95236
2. Matt Engelbert P.O. Box 731 Linden, CA 95236
3. Rial Engelbert 27155 E Hwy 26 Linden CA. 95236
4. Mark Engelbert 141 St 3rd (Balluca Ca, 93920
5. Conny Engelbert P.O. Box 239, Linden, Ca 95236
6. _____
7. _____

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Name:

Address:

1. Jahn Wise Tapaz Lake
2. Donna Roberts 2712 Cunningham Coleville, CA.
3. Marian Kayton Eastside Ln. Coleville, CA
4. Jebby VanderBrake US 395 COLEVILLE CA
5. Debra VanderBrake 109132 Hwy 395 Coleville
6. Clark Roberts 2772 Cunningham Coleville, CA 96107
7. Jaqueline R. Hahn 594 Mendocino St. Coleville, CA
8. Wendy Barton 395 Coleville
9. Vi Moldenkauer 287 Pines Rd. Coleville, CA 96107
10. _____

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Name:

Address:

- Theresa Underwood*
1. Theresa Underwood 512 N. River Ln Coleville
RT Capt
 2. Robert Carpenter 512 N RIVER LN Coleville
 3. Randy Dawn, Darryl Dawn 1410 Ski Run Blvd S. Lake Tahoe
 4. Steven Raney 1410 SKI Run Blvd., S. Lake Tahoe
Steven Raney
 5. Naten Lodea Coleville CA
 6. Dora Johnson Walker CA

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Name:

Address:

1. Raul Saldivar 88 S BUCKEYE RD
2. Seth Gilmore 149 Mill Creek Drive Coleville CA 96107
3. Agnes M'Country 365 - N. River Ln Walker
4. Clinton Ashley 260 Mill Creek Dr. Walker
5. Desara 149 Mill Creek Dr Walker
6. JAMES MILLS James Mills 95 SIERRA VIEW ST BRIDGEPORT CA 93517

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Name:

Address:

1. Stephen E. Waldon 1189 East Side Ln, COLEVILLE, CA
2. KRISTINE M. WALDON 1189 EASTSIDE LN, COLEVILLE, CA
3. _____
4. _____
5. _____
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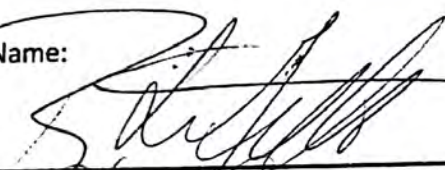
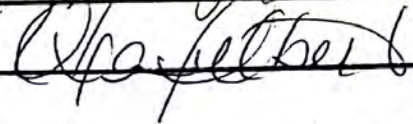
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Name:	Address:
1. 	251 Crawley Lane Coleville
2. 	251 Crawley Lane Coleville
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
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Name:

Address:

1. Sandra Bero 108952 Hwy 395 # Coleville 96107
2. Floyd J. Bero 108952 Hwy 395 #13 Coleville 96107
3. Ruth Ricks 701 Meadow Dr Coleville, Ca 96107
4. Shirley J. Ricks 701 Meadow Dr. Coleville Ca 96107
5. _____
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Name:

Address:

1. Betty Wellers
2. Jessie Johnson
3. Manny Ramirez
4. Karen Donahue 747 N River Ln.
5. Kathy Padgett 115 Mule Deer Rd.
6. _____
7. _____
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Name:

Address:

1. Greg Ronald 148 MEADOW DRIVE, COLEVILLE CA 96107
2. Eric Woods 90509 US #395 Bridgeport CA 93517
3. Bryan Walters 107537 US HWY 395 WALKER code 96107
4. Kathy Miller 106833 Hwy 395 Walker CA
5. Michele Drew Many 2258 Eastside Lane Coleville 96107
6. Eileen Gargana 111419 US HWY 395 #B COLEVILLE 96107
7. Chris Beesley 911391 US HWY 395 COLEVILLE 96107
8. Betty Camp Hwy 395 Coleville 96107 (CALIE)
9. Mark Mooneyham 373 Riverut Coleville, CA 96107
10. _____

January 1, 2020

Petition Against the Proposed Colitas Farms Marijuana Growing Project

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Our valley is a large agricultural area with more appropriate options available.

We do not support the Colitas Farms project at this location.

Name:

Address:

1. Brian MARQUETTE 115548 US HWY 395, Topaz, CA 96133
2. Randy Walker 1052 E. Mono Lake Dr., Mono City, 93541
3. DAVID HUGGANS 105 HUGGANS LN. BRIDGEPORT, CA 93517
4. Matthew Hussman 171 Cunningham Ln. Coleville CA ⁹⁶¹⁰⁷ ~~96133~~
5. James McKnesht 503 N RIVER LN Coleville CA 96107
6. [Signature] 503 RIVER LN Coleville CA 96107

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Name:

Address:

1. Dennis Easley 234 Pine nut Rd Coleville, CA 96107
2. Dennis Easley 234 Pine nut Rd Coleville, CA 96107
3. Amber Jayne 234 Pine nut Rd Coleville, CA 96107
4. Michael Jayne 234 Pine nut Rd Coleville, CA 96107
5. _____
6. _____

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Name:

Address:

1. Leannette Kite 26 HFU Cr #8
Coleville Ca Coleville
2. Janet Kite 26 HFU Circle #6 Ca. 96101
3. Joyce Gude 26 HFU Circle #7 Coleville
Ca
4. Murray 106472 US Hwy 395 Coleville
5. Jessie Murray 106472 Hwy 395 Coleville, CA
6. Alan Hoff 106452 HW 395 Walker

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Name:

Address:

1. Les Bates PO Box 9981 Tahoe Valley Ca, 96158
2. Kevin Sullivan 1292 Larson Ln Coleville CA 96107
3. Chad Casanova 209 PINON PL COLEVILLE
4. David Newman 189 Patricia Lane
5. Jeff Conner 50 Mill me L Dr Coleville
6. Sage Garcia 1292 Larson Ln Coleville CA 96107

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Name:

Address:

1. Paul Phelps 106865 Hwy 395 #19
2. CHAS TAYLOR 1574 LARSON LN COLEVILLE, CA 96107
3. TIM SULLIVAN 51 HUGGANS LANE BRIDGEPORT CA 93517
4. Paul Phelps 447 North River Lane
5. PAUL PHELPS 432 PATRICIA LANE Coleville CA -
6. R. J. PADGETT 115 MULE DEER RA. COLEVILLE, CA 96107

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Name:

Address:

1. Jim Diverney 525 EAST SIDE RD
2. RONALD ELDEN KULLER 107537 US Hwy 395 #5
3. John Rumbert 115022 Hwy 395 TOPAZ
4. Rich Malekos 599 mill Creek
5. SCOTT MOORE 279 N. RIVER LANE
6. MIKE SAKANE 279 N. RIVER LANE

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Name:

Address:

1. James Ricketts 701 Meadow Dr. Coleville CA 90107
2. Kelly Vannoy N. 395 Mill Creek #6
3. Kristine Herberhoff 143 Western dr Coleville CA
4. Nancy Lewis 360 Meadow Dr. Walker CA
5. Dan Guir 472 Meadow Dr Coleville Ca
6. ghhwte 80100 Hwy 395 Bridgeport Ca

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Name:

Address:

1. Dwain Chichester 110554 Hwy 395 96107
2. Angelina Martinez 1451 Agack Rd A#B 99444
3. BECKY LAMBERT 111598 Hwy 395 Coleville CA 96107
4. LORRAINE DUNCAN 341 Meadow Dr. Coleville, Calif.
5. Agnes McCourtney 365 N. River Ln Coleville CA
6. Colleen Jones 1292 Larson Ln Coleville

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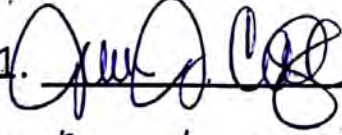
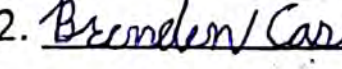

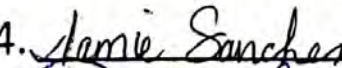
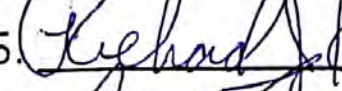
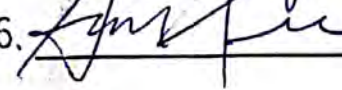
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Name:

Address:

1.  Jenna Casanova 209 Pinon Pl. Coleville, CA 96107
2.  Brenden Casanova 209 Pinon PL Coleville, CA 96107
3.  Brandon Holte 493 Mule Deer Coleville CA 96107
4.  Jamie Sanchez 428 Meadows Dr Coleville CA 96107
5.  Richard Jensen 239 Millcreek Dr. Walker^{Co} 96107
6.  Lynn Fie North River Rd Walker CA 96107

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Name:

Address:

- | Name: | Address: |
|---------------------------|------------------------------------|
| 1. <i>Signa Pelleland</i> | <i>307 N River Ln Coleville CA</i> |
| 2. <i>D. Holt</i> | <i>307 N River Ln Coleville CA</i> |
| 3. | |
| 4. | |
| 5. | |
| 6. | |
| 7. | |
| 8. | |
| 9. | |

10

January 1, 2020

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Name:	Address:
1. <u>Gisela Wunzburger</u>	<u>78 Dorsey Lane</u>
2. <u>Paul Wunzburger</u>	<u>78 Dorsey Lane</u>
3. <u>D. Hornsby</u>	<u>116 Dorsey</u>
4. <u>J. Howard</u>	<u>116 Dorsey Ln.</u>
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

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Name:

Address:

1. Betty Jo Brown 660 meadow Dr. Coleville CA
2. Rodney Brown 660 meadow DR coleville CA 96107
3. CS Haramis CS Haramis 967 N. RIVER LN., WALKER
4. ALISSA HARAMIS 967 NORTH RIVER LANE 96107
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

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We DO NOT support the Colitas Farms project at this location.

Name:

Address:

1. Lynn L. Schreiner 594 Meadow Dr., Coleville, CA 96107

2. Brian R. Schreiner 594 Meadow Dr., Coleville, CA 96107

3. _____

4. _____

5. _____

6. _____

7. _____

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9. _____

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Name:

Address:

- | | | |
|-----|---------------------|--------------------------------------|
| 1. | <u>Janis W Byrd</u> | <u>903 N. River Lane, Walker CA</u> |
| 2. | <u>Nyle L Byrd</u> | <u>903 N. River Lane, WALKER, CA</u> |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |
| 6. | _____ | _____ |
| 7. | _____ | _____ |
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| 10. | _____ | _____ |

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Name:

Address:

1. Jay Joseph Knowles Ranch 470 Lone Company Rd. Coleville
2. Dena Mattice 48 Peoples Lane / 470 Lone Company Rd. Coleville, CA ^{Yerington nr}
3. John E Mattice 48 Peoples Lane Yerington NV 89447
4. Josie Mattice 48 Peoples Lane Yerington NV 89447
5. Crystal Mattice 107 Jugs Circle Yerington NV 89447
6. Dennis Joseph 2108 Lovelace Way Carson City, NV 89706
7. KATHY Streetor 2708 Lovelace Way Carson City, NV 89706
8. Donna K. Hartley 5 Grant View Dr Smith NV 89430
9. Sallie Joseph 470 LONE COMPANY Rd. Coleville, CA 96100
10. * all either related or affiliated with the
KNOWLES RANCH, 470 LONE COMPANY
Rd, COLEVILLE

'Dead Skunk' Stench From Marijuana Farms Outrages Californians



By **Thomas Fuller**

Dec. 19, 2018

CARPINTERIA, Calif. — They call it fresh skunk, the odor cloud or sometimes just the stink.

Mike Wondolowski often finds himself in the middle of it. He may be on the chaise longue on his patio, at his computer in the house, or tending to his orange and lemon trees in the garden when the powerful, nauseating stench descends on him.

Mr. Wondolowski lives a half-mile away from greenhouses that were originally built to grow daisies and chrysanthemums but now house thousands of marijuana plants, part of a booming — and pungent — business seeking to cash in on recreational cannabis, which has been legal in California since January.

“If someone is saying, ‘Is it really that bad?’ I’ll go find a bunch of skunks and every evening I’ll put them outside your window,” Mr. Wondolowski said. “It’s just brutal.”

ADVERTISEMENT

When Californians voted to legalize recreational marijuana in 2016, there were debates about driving under the influence and keeping it away from children. But lawmakers did not anticipate the uproar that would be generated by the funk of millions of flowering cannabis plants.

As a result of the stench, residents in Sonoma County, north of San Francisco, are suing to ban cannabis operations from their neighborhoods. Mendocino County, farther north, recently created zones banning cannabis cultivation — the sheriff’s deputy there

says the stink is the No. 1 complaint.



Cannabis buds on plants at New Family Farm in Sebastopol, Calif. Jim Wilson/The New York Times

In Santa Barbara County, cannabis growers confronting the rage of neighbors are spending hundreds of thousands of dollars installing odor-control systems that were designed for garbage dumps.

The smell from commercial cannabis farms, which brings to mind a mixture of rotting lemons and sulfur, is nothing like the wafting cloud that might hover over a Phish show, pot farm detractors say.

ADVERTISEMENT

“It’s as if a skunk, or multiple skunks in a family, were living under our house,” said Grace Guthrie, whose home sits on the site of a former apple orchard outside the town of Sebastopol. Her neighbors grow pot commercially. “It doesn’t dissipate,” Ms. Guthrie said. “It’s beyond anything you would imagine.”

When cannabis odors are at their peak, she and her husband, Robert, sometimes wear respirators, the kind one might put on to handle dangerous chemicals. During Labor Day weekend, relatives came to stay at the house, but cut short their visit because they couldn't stand the smell.

"I can't be outside more than 30 minutes," Mr. Guthrie said of peak odor times, when the cannabis buds are flowering and the wind sweeps the smell onto his property. "The windows are constantly closed. We are trapped inside. There's no escape."



Britt Christiansen and her neighbors in Sonoma County banded together and sued the operators of a local pot business over the smell. Jim Wilson/The New York Times

After nearly one year of recreational sales in California, much of the cannabis industry remains underground. Stung by taxes and voluminous paperwork, only around 5 percent of marijuana farmers in the state have licenses, according to Hezekiah Allen, the executive director of the California Growers Association, a marijuana advocacy group. Sales of legal cannabis are expected to exceed \$3 billion this year, only slightly higher than medical marijuana sales from last year. Tax revenues have been lower than expected, and only about one-fifth of California cities allow sales of recreational cannabis. The dream of a fully regulated market seems years off.

The ballot measure legalizing recreational marijuana passed in 2016 with a comfortable majority of 57 percent. Many of those complaining about cannabis odors say they were among those who supported it. They just don't want it stinking up their property, they say.

"Just because you like bacon doesn't mean you want to live next to a pig farm," said Lynda Hopkins, a member of the Sonoma County Board of Supervisors, whose office has been inundated with complaints about the smell.

ADVERTISEMENT

The odor question is also roiling local politics.

Marijuana businesses in Carpinteria recently donated \$28,000 worth of lab equipment to Carpinteria High School, according to Philip Greene, the chief of operations for Ever-Bloom, a cannabis producer that helped coordinate the donation. The high school is flanked by cannabis greenhouses that have sent odors wafting in. In the past two years, students have complained of headaches, parents have grown [angry](#) and the high school has had to warn visiting sports teams that they might encounter the odor.

The donation has not yet been made public, but is seen by some as an effort to offset the damage done by the stench. In an interview, Maureen Foley Claffey, a member of the Carpinteria School Board, said it would send a “confusing and problematic” message to students to accept it. Ms. Claffey lashed out at the superintendent, Diana Rigby, for soliciting donations from the cannabis industry at a time when members of the community are battling the stink.



A Nasal Ranger, a device that measures the odors in the air. It is in use in Colorado, the first state to legalize recreational marijuana.
Dave Kolpack/Associated Press

“Are we that desperate for cash that we are willing to take it from anyone without regard to the source and the message?” she said. “I guess money talks.”

Ms. Rigby, the superintendent, did not return phone calls or email requesting comment.

In Sonoma County, hearings on cannabis ordinances at the board of supervisors overflow with representatives from the cannabis industry, who wear green, and angry residents, who wear red.

Of the more than 730 complaints Sonoma County has received about cannabis this year, around 65 percent are related to odor, according to Tim Ricard, the county's cannabis program manager.

"There's been a tremendous amount of tension in the community," said Ms. Hopkins, the Sonoma supervisor. "If I had to name an ice-cream flavor for cannabis implementation it would definitely be rocky road."

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Cannabis executives recognize that pot grows can be odorous, but say their industry is no different from others that produce smells.

"You have a smell issue that sometimes can't be completely mitigated," said Dennis Hunter, a co-founder of CannaCraft, a large marijuana business based in Santa Rosa in Sonoma County. "But we have dairy farms here in the area or crush season for the vineyards — there's agricultural crops, and a lot of them have smells."

Britt Christiansen, a registered nurse who lives among the dairy farms of Sonoma County, acknowledges that her neighborhood smells of manure, known locally as the Sonoma aroma.

But she says she made the choice to live next to a dairy farm and prefers that smell to the odor that drifted over from the marijuana farm next door to her house.

"We opened the door and the smell kicked us in the face," Ms. Christiansen said. Her neighbors banded together in October and sued the operators of the pot business; the case is ongoing.

One problem for local governments trying to legislate cannabis odors is that there is no objective standard for smells. A company in Minnesota, St. Croix Sensory, has developed a device called [the Nasal Ranger](#), which looks like a cross between a hair dryer and a radar gun. Users place the instrument on their nose and turn a filter dial to rate the potency on a numerical scale. Charles McGinley, the inventor of the device, says a Level 7 is the equivalent of "sniffing someone's armpit without the deodorant — or maybe someone's feet — a nuisance certainly."

ADVERTISEMENT

A Level 4, he said, is the equivalent of a neighbor's freshly cut grass. "It could still be a nuisance, but it wouldn't drive you away from your front porch," Mr. McGinley said.

Standing next to a flowering cannabis bud, the smell would easily be a Level 7, Mr. McGinley said.

The Nasal Ranger is in use in Colorado, the first state to legalize recreational marijuana, but California counties and cities are still struggling with the notion that smells are subjective.

Ever-Bloom in Carpinteria is one of a number of marijuana businesses that have invested hundreds of thousands of dollars to mitigate the stink. Two previous systems failed, but the current one, modeled on devices used to mask the smell of garbage dumps,

sprays a curtain of vapor around the perimeter of the greenhouses. The vapor, which is made up of essential oils, gives off a menthol smell resembling Bengay.

Dennis Bozanich, a Santa Barbara County official charged with cannabis implementation who has become known as the cannabis czar, says the essential oil odor control has been largely successful. But not every grower can afford to install it.

On weekends, Mr. Bozanich becomes a cannabis odor sleuth, riding his bicycle through Carpinteria sniffing the air for pot plants. He recently drove through the area with a reporter, rolling down the windows on a stretch of road with cannabis greenhouses. He slowed the car and puzzled over where a cannabis odor was coming from.

"I've got one stinky location right here and I can't quite figure it out," he said.

His description of the stink?

"Dead skunk."



[Comments 340](#)

['Dead Skunk' Stench From Marijuana Farms Outrages Californians](#)[Skip to Comments](#)

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Jan McKnight jan7lorene@yahoo.com

To All Supervisors in Mono County,

It certainly is hard to believe that I am having to write this email to you about this Commercial Marijuana Grow and processing plant being issued a Operation Permit on our quiet little road. How can it possibly be allowed when it will destroy the life we all have here!! Most of us on the road live a quiet peaceful life on the Walker River, there are only a few properties accross the road from the river. People have been living here since the 1940's and maybe even before that, many of these river front properties and small ranch type properties, have been handed down through many generations! We purchased our home over 5 years ago and have put our life savings into it, making it a nice home for us to live out the rest of our years. I am retired and though my husband is still working for Cal Trans in Bridgeport, he is only a few years away from retirement. We do not have the MONEY to MOVE or to DRILL a new WELL, when these thoughtless people of Colitas Farms use all the ground water!! I can't even imagine looking out my front windows and seeing two 22 ft high, 10,000 square foot buildings, we live just accross the road at the far end of their property! We would also have to live with the noise of Fans, Heaters and Air Conditioners running around the clock, 7 days a week! I am home most of the time due to health issues and I can't even think about it, we moved here for the peace and quiet and serenity of living on the River. We will not even be able to sell our home because who would want to live across from a FACTORY!

So these are my questions to you:

Who will pay for a new WELL for us?

Who will buy our home when we no longer can stand the noise and air pollution?

Who will give us security protection when bad people start coming around here to figure out how to steal the huge amount of marijuana being grown there and possibly trying to break into surrounding homes? MANY OF US ARE OLDER RETIRED PEOPLE, INCLUDING SEVERAL OLDER WIDOWS, YOU ARE PUTTING OUR LIVES IN DANGER!!

THIS IS NOT THE RIGHT PLACE FOR THIS PROPOSED COMMERCIAL GROW, THIS IS A QUIET NEIGHBORHOOD WITH 17 PRIVATE HOMES ON IT! THE PROPOSED WATER USAGE IS BEYOND WHAT THE GROUND WATER CAN HANDLE!!

I hope and pray you will stop this Permit!

Sincerely,
Janis McKnight
503 N River Lane
Coleville, Ca

Board of Supervisors
c/o Clerk of the Board
PO Box 715
Bridgeport, CA 93517

Jan, 13, 2020

Dear Mono County Supervisors,

I am writing to express my opposition to Colitas Farms establishing a marijuana growing operation in Walker.

I call your attention to the Cali Kosher farms in Patterson, Ca which operates a farm very similar to what Colitas Farms is proposing. The Cali Kosher farm has been targeted by armed robbers and security guards assaulted on more than one occasion. At around 1:30AM on December 29, security cameras show 12 heavily armed robbers at Cali Kosher. It took the sheriff's SWAT team 30 minutes to arrive and drive the suspects off. Two AK-47s, an AR-15 and several handguns were recovered. How long will it take the Mono County SWAT team to get to Walker?

The proposed Colitas Farms property is located adjacent to a residential neighborhood and will absolutely put the residences of Walker at risk.

I am sure you are well aware of the many additional concerns about the proposed location of Colitas Farms.

Please do not support the Colitas Farms in our valley.

Sincerely,

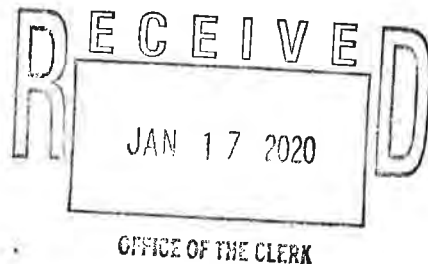


Lynn L. Schreiner



Brian Schreiner

594 Meadow Dr.
Coleville, CA 96107



14 January 2020

Dear Supervisor Peters,

As a long time resident of Antelope Valley and North River Lane, I am writing to state my adamant opposition to the permitting of the proposed Colitas Farms cannabis growing and manufacturing project located at 324 N. River Ln., in Coleville, Ca. for the following reasons. The proposed permit would impose a negative impact, decreased quality of life, and would ultimately jeopardize the public health, safety and welfare of the residents, property owners and neighbors of N. River Ln. and adjacent Walker.

1. The strong foul odors would radically decrease the quality of life on this lane and the surrounding areas. There are well over 200 homes located within a one mile radius from this proposed project, including the town of Walker.
2. The imposed visual blight of the two large commercial 10,000 square foot metal buildings (with 24 hour a day fans) approximately 22 feet high potentially permitted on a narrow private road adjacent to other residences is completely incompatible and nonconforming to the area. In spite of the agricultural zoning of the small parcel of 19 acres, a large commercial cannabis growing and manufacturing business is not compatible with the surrounding residences and properties.
3. North River Lane is a private easement road through the private properties on the lane, and is a 20 foot wide (at most), unpaved, unmaintained, non county road. Mono County is considering the permitting of the Colitas Farms commercial complex on this private lane, and has allocated 14 parking places, projecting the increased commercial and employee use and traffic per day, 365 days a year. This commercial use permitting and the associated traffic is not compatible with the private road and the road safety of its residents.
4. There are huge unaddressed public health and safety issues with no nearby law enforcement (the closest is 45 plus minutes away) regarding the proposed Colitas Farms cannabis growing and manufacturing commercial business, including increased traffic with employee housing and additional employees involved in harvesting and oil production, in addition to the daily commercial business traffic.
5. There will be a detrimental effect on property values on North River Lane as well as surrounding areas.
6. The lowering water table is a very big concern for residents and property owners in the area. Several residents of N. River Ln. have already had to replace their wells at a big cost. The proposed Colitas Farms cannabis grow will be a big water user.

In addition, what health and safety regulations are in place now in Mono County to protect the public health, safety and welfare of its residents and businesses, in regards to the proposed permitting of a commercial cannabis growing and manufacturing business (the establishment of a public nuisance) adjacent to residences and the town of Walker on a private road?

Thank you for your time.

Sincerely,

Kerry E. Roeser
745 N. River Lane
Coleville, CA 96107
sierralight@schat.com

sheri horvath sherihorvath@gmail.com

Letter to Board of Supervisors,

We are asking that you seriously consider the quality of life here in Walker when you decide on the issue of the Colitas Farm Growing Project.

We've been reading numerous articles about the horrible smell that comes from this kind of crop. Residents are not able to sit outside at times due to the stench and are unable to keep the smell from entering their homes. I cannot imagine not having the option to open my windows for our nice clean air. It's bad enough when we have fires that prevent us from our clean air. A friend of mine had a dairy move into his neighborhood and it totally ruined and changed the quality of life he previously enjoyed and expected by living out in the country.

We know that once this is allowed we'd be unable to shut it down. PLEASE don't allow this kind of business near the homes here. PLEASE investigate this extensively and learn from other areas that have allowed this and are having numerous problems with stench and crime. PLEASE don't rob us of our quality of life here in Walker.

We are counting on the Board to preserve our beautiful valley. The owners of this business aren't even residents of the valley and will not have to endure the negative impact of their business on our lives.

Sincerely,

Dick & Sheri Horvath
116 Dorsey Lane
Coleville, CA 96107

Sent from [Mail](#) for Windows 10

Dear Mono County Board of Supervisors,

I am writing today to voice my opposition to the planned Marijuana farm in Walker on North River Lane.

I understand that this issue will come before you and the Board of Supervisors next month. I, along with a large group of residents strongly oppose this operation based on the following concerns:

- The potential for overwhelming odors emanating from both the growing and the processing of the marijuana. I live next to (around 900 feet away) the only existing Mono County marijuana farm, Tilth Farms. Being an outdoor grow, we endure very strong odors for a couple of months during the late summer and fall. Colitas farms is proposing an indoor, year round grow. We fear that the strong odors will be constant.

-The visual blight caused by the out of character and extremely large metal buildings that will be right on the street and directly across from our residential neighborhood. They are proposing two, 22 foot tall, 10,000 sqft buildings with large fans at each end, blowing the (misted) exhaust out into our neighborhood. They are planning on using an untested, non-local tree fence to hide the buildings. We don't have confidence that this will accomplish the county required visual shielding. This project will not maintain the existing rural and agricultural character that is so important to the residents of our county.

-Security and safety of the residents. We have no local law enforcement in Walker. I know that response times will be from 30 to 45 minutes. If a security issue arises, we feel very vulnerable. I know of several incidents with other California marijuana farms where armed gunmen crashed marijuana farm gates and stormed the property. The Colitas location in our neighborhood would be an easy target and leave our families and children very vulnerable to such violence.

-Negative impacts to our local groundwater resources. When this project was first presented to the Mono County Planning Commission, the county staff was under the impression that Colitas was going to use surface water from the two irrigation ditches running through their property. It was subsequently discovered that it is against state regulations to use any surface water for the irrigation of commercial marijuana. The county now knows that the projected 1.2 million gallons of annual water use will come from a local well on the property. I know that the county doesn't have jurisdiction with regards to water, but we feel this large draw of water will possibly effect the local residential wells on the adjacent and surrounding properties. Two adjacent wells recently went dry illustrating the vulnerability of our local water table. We just don't know what an impact this will have on our neighborhood.

I feel that any one of these above concerns would disqualify this project from being located so close to our community. Together, I feel our request for the denial of the permit is very sound and just. I am not against the marijuana industry in general. I just feel that this is the wrong location. I understand that not approving a project is a difficult thing to do. I know this property is zoned Agricultural and they have completed all the necessary permits up to this point. But this doesn't mean this project is properly located and should be approved by the Board. Please show our local community that you too know what is proper and what is not.

This is a new industry for our county. There are many new and difficult issues that we need to wade through. Going forward we will discover new challenges to overcome, new opportunities to learn from.

Please view this as an opportunity to learn from and to act appropriately. Please create the proper regulations so the industry and the communities can go forward with confidence that this will be a safe, secure, accepted, and profitable industry for our county.

Sincerely,
CJ Haramis
967 North River Lane
Walker, CA
(760)274-5982

Dear Supervisor Peters,

I am writing this letter to express my objection and opposition to the proposed Colitas Farms project on North River Lane, in Walker.

There are **environmental, economic and social impacts** associated with this proposal as follows:

Environmental

- *Water*- lowering of water table
- *Air*- odor, night time lighting
- *Soil*- excessive land coverage, storm water run-off
- *Wildlife*- historical winter migration corridor for the Walker mule deer herd
- *Sound*- fans and other 24hr equipment
- *View shed*

Social

- local opposition
- non-local traffic
- nuisance creation
- law enforcement response time
- change in local character

Economic

- lowering of property values
- cost of re-drilling existing wells due to lowering of water table
- increase in road maintenance costs

In addition, North River Lane is a one lane private road not suitable for commercial traffic. I consider this proposal to be non-conforming and an imposition on the peaceful, safe, quiet neighborhood we know.

Thank you for your time.

Mike Elam
745 N. River Lane
Coleville, CA 96107
melam@schat.com

veteranracing@yahoo.com

This message is intended for the board of supervisors.

Hello, my name Roger Donahue. Although I am an RPAC member and voted for the approval of Marijuana grow farms in Walker/Coleville, I did not vote to put them in neighborhoods near families and children. We were briefed that they had to have a certain distance, fencing etc... One example that was given during the presentation to me personally as a result of a stand off question I asked was that the regulations were so strict that one would have to buy 100 acres to plant one acre in the middle of it because of the standoff distances required. Then I hear that 19 acres of land was purchased in the middle of a neighborhood on North River Ln for the sole purpose to have a marijuana farm. I couldn't believe my ears. Everything that was briefed when the vote was made, was a bunch of nonsense. None of it held true. I thought this would be shut down sooner and then I was out of town for work for a few meetings and find out the initial phase was approved and complete from the Supervisors. These grow farms stink to high heavens. I drive by one regularly and I thought at first there must be a family of skunk that made a big din next to the highway. I questioned why nobody ever trapped the skunk population in that corner and relocated them. I was informed that portion of the highway was referred to as skunk corner. Not for the actual skunk, but for the skunky weed being grown at the back of the field. This was a quarter mile away from the highway and it smelled like someone ran over a skunk and I had the outside air went on high in my car. I can't imagine how bad a grow field would smell next door. That's only half of the issue. Next is the safety of the neighborhood. Go online and look at how many incidents there are of robbery and armed robbery of a grow farm. On more than one occasion, the fleeing robbers invaded nearby house in an attempt to evade the police and even taking hostages in one scenario I read about. This is not ok. This may be an AG rural zoning area on the other side of this road, but this was established before the security risk of this type of farming. Nobody armed robs a hay or cattle ranch/farm. It would and should have restrictions if anyone with sense was looking at the all aspect of this type of farming. This is not a wise decision and the board of supervisors is going to have a serious lawsuit on their hands when something happens or someone gets hurt and there is all this information published about the foreknowledge and concern the residents of the area had and relayed to the Board of Supervisors. No one will be able to claim ignorance. There are petitions, web site links and letters being sent to your offices. The county will be liable or at least sue for liable in a civil lawsuit when something g does happen. There is a multitude of land in this area that is remote and true farm land, not a residential area with an AG label on it. That is what was intended when we voted to recommend the approval of these grow farms. This is wrong and you know it and I know that you all know it. There is 100% unanimous support of the residents on and near N River Lane to block the further process of this marijuana grow farm. I truly hope for all of our sakes that you heed this outcry for help and stop this process before it gets too late. I also have a request for information. I would like the links to the environmental impact study that was performed. I could not find them when I looked for them. Will you provide me with the links or the full reports?

Very respectfully,
Roger Donahue
RPAC Member and Resident at 747 N River Ln

Sent from my iPhone

January 21, 2020

Mono County Board of Supervisors
C/O Clerk of the Board
P.O. Box 715
Bridgeport, CA 93517

Ladies and Gentlemen
C/o Shreeren Dedman, email sdedman@mono.ca.gov

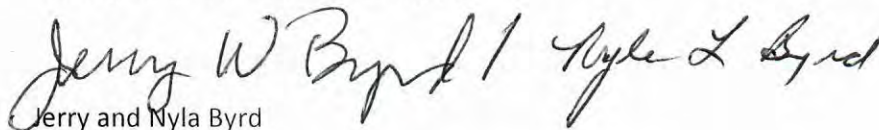
We are writing this letter as we are homeowners on North River Lane, Walker, California 96107 and we are very concerned about the Colitas Farms marijuana farm and production project on North River Lane.

While we realize the importance of the county looking for new sources of revenue, we believe this project is flawed in many ways from research we have done and from our experience in Riverside County California.

1. This commercial project is located in the middle of a residential neighborhood on a one way private dirt road. This road cannot withstand excess usage which we believe this project will bring, as it is privately maintained by the homeowners and not the County.
2. We have a second home in Riverside County, California. Riverside County thought they had the answers for such commercial projects by allowing licensed projects in an unincorporated area of the county, where many people were privately growing their own marijuana. This was a very depressed area of the county. These are the problems that have occurred according to the newspapers the Riverside Press and the Dessert Sun papers. Along with the licensed farms came other illegal farms. There is a constant battle over water. It takes 22 liters per marijuana plant per day to properly grow the plants. They had to create a water police force. Another major problem is the stench, these farms have promised to control the odor which has not worked and as a result property values have dropped. Good paying jobs were promised which has NOT happened. The biggest drawback has become the increase in crime in the area.

These are just a couple of reasons why we are opposed to this project because it WILL affect our property on North River Lane and our life style there. We strongly encourage you to vote NO on this project as it will deeply adversely affect our neighborhood.

Thank you for considering our input.



Jerry and Nyla Byrd
903 North River Lane
Walker, CA 63107

January 16, 2020

RE: Colitas Farms Marijuana Growing Project, 324 North River Lane, Coleville, California 96107

Honorable Board of Supervisors:

I have written this letter to you in **opposition** of this project. First, I would like to state that I am not against anyone having a business of this nature, not at all! My opposition is that this type of business does not have a place in our small and peaceful North River Lane community.

If you haven't taken the time to come to our neighborhood and drive down North River Lane, I would love it if you did so as then you would gain a perceptive of my concerns. N. River Lane is a non-County maintained road that is narrow and mostly one lane road from my property (at the top of River Lane) to the very end of the road. The narrowness of this road makes it necessary to pull off to the side from time to time to let a neighbor pass as the road generally doesn't support two cars going in opposite directions. This neighborhood is quiet and rural. Neighbors on River Lane are friendly, protective of each other, some retired others not and what we all have in common is our desire and love for this rural area that affords all of us the peace and quiet and a natural environment that we all chose to live in.

The following are concerns that I have regarding the abovementioned project:

- Concerns of increased traffic as well as transportation of equipment up and down River Lane that will undoubtedly breakdown the road, and raise the noise and dust level effecting the quality of my life, my property and that of others.
- Concern about the water table for all of our properties in this area and how the project will impact our fragile wells.
- My concern of how buildings, fencing, lighting, exhaust fans and other industrial sounds relating to this project will disturb the peace and quiet and rural atmosphere of our community as well as other surrounding properties throughout the Walker Valley.
- My concern that if I ever decide to relocate that this type of project on River Lane will undoubtedly serve to decrease my property value and hinder any chance of sale when prospective buyers find out there is a marijuana farm/processing plant right down the street.
- As River Lane is very dark at night, I am highly concerned about my security and safety as I am the first property that people come to driving down River Lane. I also have great concern for the safety of my neighbors on River Lane as I would imagine that this project could and would certainly attract people and crime to our quiet little river community.
- Another important concern that I have is the undoubtedly foul odor. We would all have to endure this smell throughout the valley and especially for those of us living in close proximity to this project. My husband and I bought our property for the beauty of the area, to be soothed by the river, to be in the presence of the wildlife, to sit outside and to be able to live a retired life rich in quality and peace and quiet. Hearing industrial sounds, dealing with the expected increase in traffic and enduring the obtrusive odors would certainly change all of that.

Many of us have researched marijuana farms throughout California and we all have different stories that we have read referencing issues of security, crime, noise, decreased property values, asthma and allergy issues and horribly foul odors that are compared to that of a skunk smell! I would suggest that our quality of life, peace and quiet and our security will drastically be compromised. When we purchased our property we did so because of the serenity, rural atmosphere and quietness all around us and never expected that the County would consider an industrial marijuana farm and processing plant that would be surrounded by and very close in proximity to so many homes.

I am aware that the County is always looking for different types of revenue, and rightfully so, but at what expense to the residents of our small River Lane community and the surrounding homes in the valley? I would sincerely hope that you, above anything else, would consider the problems that will come with this project and the adverse impact it will have in our community.

In closing, I would again encourage Board members that are not familiar with the N. River Lane community to visit this area to consider our concerns. I sincerely request that you ask yourself whether you would support this proposal if it was next door to you and your family? How about next to your Mother's or Grandmother's home? My husband and I worked our entire lives to have this home and be in this community during our retirement years. If I am being honest, I am frightened about the negative impact this will have on my quality of life, the peace and quiet of our community, and my safety and security.

Thank you for your time and consideration as you review my concerns regarding this project.

Sincerely,

Nancy Boardman
45 North River Lane
Coleville, California 96107
nancy boardman <mono_ac@yahoo.com>

Mono County Board of Supervisors,

As a home owner off Eastside Lane, Walker CA, I have only recently been following the activities related to Colitas Farms. Unfortunately I only learned of the farm in the past few months. I am just outside of the required notification area, but still close enough to the cannabis farm where it's operation would impact me. The farm would be located within a mile from where I live.

Let me first start out by stating I did vote YES for legalizing cannabis in California. I was naïve when I did. My thoughts at the time, the crops would be located in areas away from homes, businesses, and schools. What I did not realize, nothing had been worked out in regards to location. It is now up to the counties to decide.

I have met the Pearson's and think highly of them. However, the location of their farm is too close to homes. If the farm was to be located in the valley a distance away from homes, I would be happy to support them moving forward.

I oppose the approval of Colitas Farms to move forward given the current location. I would appreciate it if this email could be shared with all Supervisors prior to their meeting in February.

Thank you,

Susan Barnes
124 Hare Crt
Walker/Coleville
spbarnes242@yahoo.com

Dear Board of Supervisors,

I am writing to express my opposition to the Colitas Farms marijuana operation.

This property is located adjacent to a residential neighborhood and will have a negative impact on the residents of North River Lane and surrounding area. Please see the attached aerial view that shows the overwhelming impact this would have on the nearby residents. The red star marks the proposed site, which will be built near the street due to irrigation ditches in the rear of the property.

I am concerned about the following issues:

- **Odors emitted from the crop** (as well as processing odors) The significant skunk-like odor is offensive and will have a negative impact on the residents' enjoyment of their property. The smell travels with the wind and will affect more than just the immediate area.
- **Visual blight of a large industrial complex next to homes** (two 10,000sq.ft metal buildings with a height of 21.8ft.) In the rural beauty of the Antelope Valley, I don't think anyone would choose to live near a huge stinky industrial complex. From what I understand, the applicants do not plan to live at the site at this point or in the near future. If so, they would have included plans for a home to be built. I moved to the valley to enjoy the natural beauty and quiet atmosphere that Walker provides.
- **Security and safety issues for the residents** We have no local law enforcement in Walker. If, and when a security issue arises, how will we be protected? There was a recent incident at a marijuana farm in Stanislaus County. I have no way to protect myself from this kind of incident with the proposed farm so close to my home. There are also children in the community and this type of operation would put them at risk.
- **Negative impacts on water table** (usage of over 1 million gallons/year) The residents use well water. Is this over usage of our resource going to affect the water table? Who will pay to re-drill our wells?
- **Decreased property values** As a licensed California real estate broker, I have the professional background to advise that this will have a negative impact on property values.

Although this property is zoned agricultural, it has only been used historically as a residential property. This proposed industrial complex is not really agriculture as we know it in the valley and will not help retain the rural environment and scenic beauty of the Antelope Valley. As the general plan states: "Residents in the Antelope Valley are interested in preserving the

existing rural character of the communities and the Valley as a whole."

Please show the residents of Mono County that you will manage this new and untested industry in a thoughtful and responsible manner. Our Valley is a large agricultural area with more appropriate options available.

I want to be clear that I have no opposition to the commercial production of marijuana, but this is absolutely not the right location for this sort of operation.
Please do not support the Colitas Farms project at this location.

Thanks for your consideration,
Alison Young
967 N River Lane, Walker, CA



Jan McKnight <jan7lorene@yahoo.com>

Mono County Supervisors,

Has anyone brought up the fire danger, toxic fumes and toxic waste that Colitis Farms will be subjecting our neighborhood to. I am concerned that the lack of respect for our physical welfare will definitely worsen if they are allowed to process marijuana with extremely flammable and toxic solvent materials!! Who is going to monitor their actions to make sure there are not toxic fumes being pumped out of these buildings and toxic material not being dumped on the property and going into the water supply!? Also the fire danger is Very Real and with the storage of these solvents on the property it cause an explosion! The fire could be anytime of day or night and we could be caught in our homes, perishing in the fire. We are on a limited access road and we currently pay huge fire insurance prices and what insurance company will cover us with a marijuana oil extracting plant right here on North River Lane!! See below the chemicals and warnings for this extracting process.

The extraction process is as follows:

- Raw material (marijuana plant) is put in a glass container with the solvent/s and placed over

The most popular solvents used are butane, naphtha and ethanol which can be purchased at many hardware stores and similar outlets.

There are dangers associated with cannabis oil production which are related to use of solvents. These are highly flammable and likely to cause serious damage if not used in a controlled environment.

Another risk is toxicity. Some types of solvents are toxic and harmful to health if inhaled or contact with the skin.

January 21, 2020

Mono County Board of Supervisors

John Peters

Dear Mr. Peters,

Kelly Turner and I, Scott Lee, have purchased the adjacent lot next to 324 N. North River Lane. APN# 002-460-016-000. We are on the east side of the proposed Colitas Farms.

We closed escrow November 2019. We were unaware of the proposed Cannabis Farm. We do not have any issues with the new marijuana laws or the uses. However, we do have an issue with privacy, hazards to our livestock/pets, high industrial buildings, the usage of water, the traffic on the private road, safety, and noise.

We were planning on putting in a domestic well. Most all wells in the area are domestic. We are aware that this proposed business will be drawing over a million gallons a year of water. We know that the average family of four uses approximately 144,000 gallons per year. As county supervisor, can you assure every parcel that is zoned mixed use agriculture, as we are, can be granted the same water usage as the proposed Cannabis Farm? What would happen if all these parcels had commercial wells? It was discussed with a Mono County Health official, that more than one of these wells, of this size, in close proximity would certainly need scrutiny.

Can the county guarantee that ourselves, our children, grandchildren, livestock and pets will be safe from any water contamination, odor, air quality, noise, excessive traffic, disgruntled employees? Please take into consideration that we plan on retiring next door and purchased for the sole reason of privacy, zoned to house our horses, pig, goat, sheep and dogs. A place for our children, grandchildren to visit. This is where we want to live out the rest of our lives.

Just because a parcel is "zoned" a certain way, doesn't mean there shouldn't be careful consideration to whom the county allows in their jurisdiction. Cannabis farming is a new industry and we hope that proper research and deliberating is done with great care. As we stated, in the beginning of letter, we are not against cannabis farming, we just feel this is the wrong location.

Facts to be considered:

Our Pets and livestock

We have a lot of concern over wind blowing leaves and or marijuana seeds onto our property, and it will happen. We live on the Owens River, over 1200 acres and know there is no way around the fact the wind howls and the seeds land where you least expect it. We don't have anything of hazard, but marijuana is. On the PetMD website we found that if ANY of our

livestock or pets ingest marijuana that it never has a positive outcome, it can cause an array of problems and in some cases death. Just the odor of the cannabis can cause issues.

Excessive Water Usage

January 1997 an early thaw caused considerable damage to the west Walker River, Wells, septic systems, and several thousand gallons of stored toxic chemicals from Pickle Meadows Marine Station. These chemicals entered the water table. Residents were forced to drink bottled water for most of that year. There may still be residual lingering chemicals to date. Pumping 1.2 million gallons per year may trigger issues with any residual chemicals left in the water table.

Private Road

The North River Lane is a private road. We own half way into the center. With the said Colitas Farms amount of traffic and employees, this does not fall under legal jurisdiction of a "private road" California vehicle code 490 states that "private road or driveway" is a way or place in PRIVATE ownership and used for vehicular travel by the owner and those have express or implied permission from the owner but NOT by the members of the public.

Both Kelly and I have been in the Mammoth area for 30 plus years. We have a love for the area and have close friends all throughout the county. We are reasonable people and open to listening to others ideas and we are certainly entertain any new businesses. We know that change is inevitable and we are not against all new things. We just feel that this proposed Colitas Farms is not in the right area. We are pensive as we try to fathom what a problem this will be if it is permitted. We will continue to fight this.

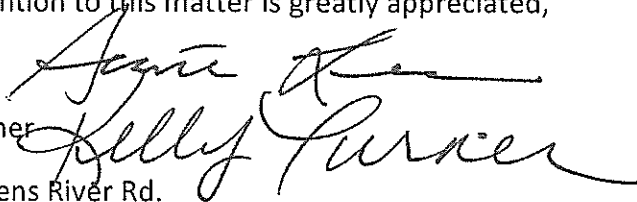
Your attention to this matter is greatly appreciated,

Scott Lee

Kelly Turner

3575 Owens River Rd.

Mammoth Lakes CA. 93546

Handwritten signatures of Scott Lee and Kelly Turner. The signature for Scott Lee is written over the printed name "Scott Lee" and the signature for Kelly Turner is written over the printed name "Kelly Turner".

LOU AND MARYE ROESER
746 N. RIVER LANE
COLEVILLE, CA 96107
530-495-2312
January 28, 2020

John Peters, District 4 Supervisor
Mono County, CA

Dear John,

Thank you so much for arranging the Board of Supervisors Meeting to be held in Walker at the Community Hall. We certainly realize the effort that goes into such a change. This critical hearing and vote will affect many people living here. Although Lou and I were unable to attend the last RPAC meeting, we are very supportive of the decision by the Antelope Valley RPAC to pursue exclusions for communities throughout the Antelope Valley. The people at the meeting certainly showed their wishes for this action to occur. We wish to participate in helping to draw the exclusion lines especially in the North River Lane area. However, unfortunately, we also realize that this will be too late to help us living in the North River Lane area in our protest against the establishment of this inappropriate, incompatible commercial Marijuana Industry, Colitas Farms that never should have been proposed for this property in the midst of our rural residential neighborhood.

One suggestion to pass on is the lack of acoustics in the Community Hall building, which makes it very difficult to hear unless there is an adequate sound system set up whereby all can hear the speakers. At the RPAC meetings, I, and others in the audience, find it quite difficult to hear as no sound system is used.

We are continuing our previous letter concerning the Commercial marijuana growing, manufacturing and processing plant complex, Colitas Farms. We oppose an operational permit being granted by Mono County for an industrial plant placed on the very visible North River Lane site in this rural residential neighborhood in Walker.

It has come to our attention that we have not been hearing discussions or information concerning the critical importance of hazardous waste and removal components of such a commercial business complex. Just as we, lay people, knew nothing of the possibilities of requesting an exclusion, this subject seems to have been lacking and omitted from the general knowledge we have received. It is unfortunate, that the Antelope Valley, does not have adequate means of communication such as newspapers, local TV coverage, etc., and many residents and citizens are not aware of the right questions to ask in order to receive necessary information. Notices of meetings are only posted in few public spots around the valley and residents do not know what is happening in this valley much less the rest of Mono County. Our TV news comes from Reno, Nevada. Only word of mouth, the telephone, and direct mail are assured methods of news and notices.

Marijuana is a drug according to the FDA and is a controlled substance under Federal Law and listed as a psychoactive drug. THC, occurring in the cannabis plant, is the chemical responsible for most of the marijuana euphoric highs and medicinal effects. This is what makes for the hoped for high value and high prices received by growers, manufacturers, processors, retailers etc. Under Federal law, the major contaminant in cannabis byproducts is a schedule 1 controlled substance. The EPA requires approved hazardous waste removal for all the residue byproducts.

The following parts of the plant are all considered hazardous waste: flowers, trim, roots, stalks, leaves and residue, root balls, exhausted growing medium, failed plants, diseased or otherwise unmarketable leaves, buds and seeds. Residual THC can poison animals and have adverse effects on the local ecology if improperly disposed. Wastewater generated in marijuana production is also considered a hazardous waste. Spent chemicals used to extract plant oils can require hazardous waste removal. Hazardous waste removal will constitute much more heavy traffic by waste removal vehicles on this private, one-way dead end, non-maintained Lane than even we had been aware. There also must be an approved site for the disposal of this hazardous waste. This will put more pressure on Eastside Lane also.

There are also other hazards listed that can effect both employees and others in the neighborhood. Included in these hazards is the combustibility of solvents, and chemicals used and the fire and explosion dangers this poses especially in the oil extraction process. The cannabis plants can cause allergic reactions while the fertilizers and pesticides used also present contamination dangers. The planned buildings are not fireproof or totally self-contained.

Imposing and thrusting this unproved commercial industry into our neighborhood presents threats and issues to the public safety, health and welfare of the citizens and poses dangers and threats to our local ecology. Seemingly Mono County must rely a great

deal on the owners of the marijuana business to prevent any of the threats from happening and County Monitors may only know of certain violations, activities or actions after the issue or action has occurred.

The buildings change the view shed even from across the River and the extremely unpleasant smell is an unavoidable byproduct of the business and permeates all within its reach. In addition, a commercial industrial complex lowers residential property values, denigrates the quality of life, makes this area a less safe and desirable place to live, play and enjoy the scenic valley, clean air and water, wildlife, and the natural landscape all reasons why we all chose to make this area our home. There are 3 naturalized irrigation ditches passing through the Colitas Farms property all vulnerable to pollution. The West Walker River is very close and the reason for the Lane being called the North River Lane is that it parallels the north side of the River. Seemingly, there are no benefits for local residents by the insertion of this industrial business in this totally wrong location of rural residences.

Commercial Marijuana industries makes a disturbance to the natural resources and can cause extensive damage to local ecosystems. The Walker River is famous for its fishing opportunities, contributes to the local economy, and allows fisherman to fish the West Walker River all through the valley and on to Topaz Lake. Hunters also have opportunities to contribute to the local economy. The vast riparian ecology along the West Walker River and all the irrigation ditches supports a large variety of wildlife. The River and irrigation ditches are vulnerable to contamination.

Thinking County wide, the Mono County Tourism department promotes these values as it encourages Mono County as place to not only visit but to make your home with safe neighborhoods and schools, and beautiful places to play and recreate in. Since 95 % of the land in Mono County is public, the Antelope Valley also offers opportunities to own private land, have horses for recreational riding, places for pets, grow a vegetable garden and fruit trees, and participate in a 4-H Club with the possibility of raising animals. In the past, all of these assets have added to the desires of many folks to live or retire here.

Also County-wide, permitting this kind of a commercial marijuana industrial complex to be placed in residential neighborhoods, sets a dangerous precedent in community planning. Local citizens do not desire this unwanted industrial insertion "next door and in my back yard" on a non-county road owned by the residents that is in the absolutely wrong location as the recent RPAC meeting demonstrated. There are other potential marijuana businesses approaching many other private properties in this valley to lease or purchase, some quite close to the schools. We have been told not to address the morality or social issues posed by these issues of which there are many!

We urge you and the other Supervisors to vote not to allow this intrusion on the North River Lane Community area and also to support exclusions for the Antelope Valley communities who also do not want marijuana industries in their neighborhoods.

Thank you for your attention,

Sincerely,

Lou and Marye Roeser and family



This petition has collected
23 signatures
using the online tools at [ipetitions.com](https://www.ipetitions.com)

Printed on 2020-01-18

Freedom to Farm

About this petition

I support Colitas Farms on North River Lane. Their plan is for less than 1/2 acre of cannabis on their agricultural land in our farming community. The people of Antelope Valley have already voted in support of the cultivation of this crop. I see no reason to object to Colitas Farms.

Signatures

1. Name: Jeni Pearsons (colitasfarms@gmail.com) on 2020-01-05 18:27:10
Comments:
Are you a resident of the Antelope Valley?:

2. Name: Michael Storc (elstorco@yahoo.com) on 2020-01-05 18:34:16
Comments:
Are you a resident of the Antelope Valley?: Yes

3. Name: Jeff asquith (bestshorepaddle2gosup@gmail.com) on 2020-01-05 19:40:10
Comments: Sending the best wish for a positive company in a special location
Are you a resident of the Antelope Valley?: Yes

4. Name: Deedee Grafius (ultraspeedie@yahoo.com) on 2020-01-05 20:17:51
Comments: I welcome with open arms a beautiful healthy farm with valuable benefits of holistic wellbeing.
Are you a resident of the Antelope Valley?: Yes. I Live across the river from colitas farms 330 meadow Dr 96107

5. Name: Frankie honeyman (frankiehoneyman@gmail.com) on 2020-01-05 20:28:28
Comments:
Are you a resident of the Antelope Valley?: Yes. I Live across the river from colitas farms 330 meadow Dr 96107

6. Name: Ella Smith (smithdbc@aol.com) on 2020-01-05 20:28:42
Comments: My mother and father live there and I support
Are you a resident of the Antelope Valley?: No Po Box
263 3730 east Idaho space 83 Elko, NV 89803

7. Name: Frankie honeyman (frankiehoneyman250@gmail.com) on 2020-01-05 20:39:46
Comments: I live in walker and it is viable for the community! Are you a resident of the Antelope Valley?: Yes

8. Name: Daniela combes (dfundaro94@gmail.com) on 2020-01-05 20:44:39
Comments:
Are you a resident of the Antelope Valley?: No

9. Name: Dog Grafius (pineknot1911@gmail.com) on 2020-01-05 20:52:17
Comments: Wishing you healthy crops and much luck in the future
Are you a resident of the Antelope Valley?: Yes. I Live across the river from colitas farms

10. Name: Rick Campa (rcampa71@gmail.com) on 2020-01-05 20:54:25
Comments: Everybody else is doing it!
Are you a resident of the Antelope Valley?: Yes

-
11. Name: Priscilla Rosen (priscillarosen@gmail.com) on 2020-01-05 21:15:46
Comments: WE THE PEOPLE voted YES to cannabis. THE END. IT IS LEGAL.
Are you a resident of the Antelope Valley?: YES 245 Dry Canyon Road,
Coleville, CA 96107
-
12. Name: Amy Grafius (agrafius@gmail.com) on 2020-01-05 23:53:14
Comments: I am 100% in support of the farm. The area needs growth. The farm being a
California approved farm will be done in the cleanest way possible. The medical benefit
for many people will be appreciated and respected. I think with education those that are
against it will see the value in having the farm in the are
Are you a resident of the Antelope Valley?: Walker
-
13. Name: Sally Rosen (sjane102@yahoo.com) on 2020-01-06 02:55:18
Comments: This community is slowly dying due to lack of opportunities. A responsible
farm like this may help to revitalize the town. The environmental impact of a cannabis
farm is far less than that of chemically-laden commercial farming.
Are you a resident of the Antelope Valley?: yes 865 East Side Road
Coleville, CA 96107
-
14. Name: Robert Poe (renovaporemposium@gmail.com) on 2020-01-06 02:59:47
Comments:
Are you a resident of the Antelope Valley?: Land owner
-
15. Name: Connor O'Brien (cjobteamster399@gmail.com) on 2020-01-06 16:26:37
Comments:
Are you a resident of the Antelope Valley?:
-
16. Name: Steven Smith (dirtbikespsella@gmail.com) on 2020-01-06 16:33:20
Comments:
Are you a resident of the Antelope Valley?: No
-
17. Name: Marissa Honeyman (marissahoneyman2000@gmail.com) on 2020-01-06 18:39:06
Comments:
Are you a resident of the Antelope Valley?: Yes
-
18. Name: Al Rosen (alarosen52@yahoo.com) on 2020-01-06 19:03:30
Comments:
Are you a resident of the Antelope Valley?: Yes
-
19. Name: Chelsea Cavallo (chelseamemoli@gmail.com) on 2020-01-07 17:36:57
Comments:
Are you a resident of the Antelope Valley?: No
-
20. Name: Pinky Espinosa (pinkyespinosa@msn.com) on 2020-01-10 03:55:38
Comments: I feel that this project will be a good thing and since the property is zoned for

agriculture I would much rather have a cannabis/lavender farm here than any other type of crops. Their plan seems to take in consideration all aspects of retaining an eco-friendly approach to farming while also maintaining aesthetics in their usage of the parcel. They have my support!

Are you a resident of the Antelope Valley?: Yes

21. Name: Elizabeth Fuller (lizbeth97341@gmail.com) on 2020-01-10 22:00:56

Comments:

Are you a resident of the Antelope Valley?: Yes

22. Name: Jodi Bright (jodibrightrocks@gmail.com) on 2020-01-12 15:36:33

Comments: We are property owners and highly support this group . My husband's family has been here since 1947.

Are you a resident of the Antelope Valley?: Yes

23. Name: Shane Brandon (shanebrandon08@icloud.com) on 2020-01-12 15:54:37

Comments:

Are you a resident of the Antelope Valley?: Yes

Colitas Farms

View on North River Lane heading toward Eastside Lane



Before



After



What is there now



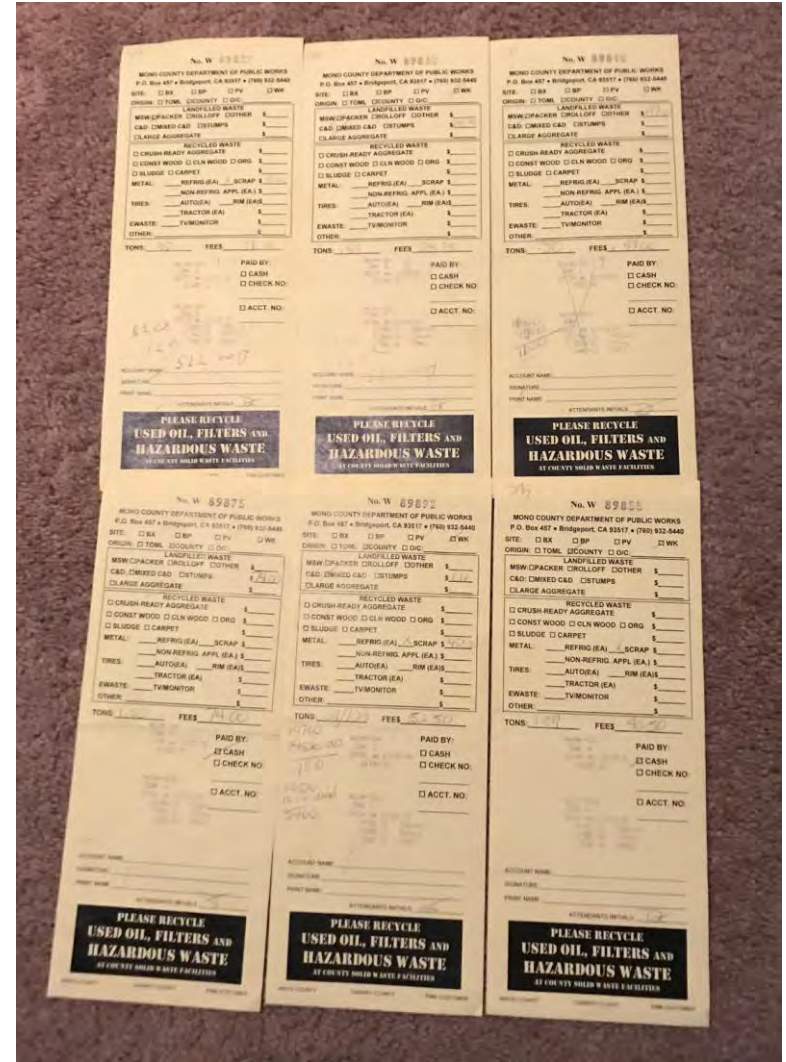












10,000 Gallon water tank for fire safety



We will clean this land up and make a little farm



This is North River Lane





This is taken from the POV of our greenhouse – we see a barn peak very similar to ours





This is taken from the POV of our greenhouse – we see a 20' tall shed





324 N River Lane will be cleaned, cultivated, made safe and improved



To this



From: **Priscilla** <priscillarosen@gmail.com>
Date: Sat, Nov 9, 2019 at 1:49 PM
Subject: Letter of Support
To: John Peters <jpeters@mono.ca.gov>

November 9, 2019

John Peters, Supervisor
Mono County Board of Supervisors

Dear John,

I am a resident of Antelope Valley. My family and I have lived here for over 30 years. The economic development in my community is important to us. So when there is a chance for new opportunities, I feel we need to do all we can to support that.

Mike Storc and Jeni Pearsons introduced themselves to us via a letter, explaining their hopes and plans for a cannabis farm. Our valley is a prime agricultural area, so it only makes sense to be hospitable to people who want to come here and contribute to our economy in a responsible way. We will all benefit.

Thank you.

Sincerely,

Priscilla Rosen

REGINA MILLER GROUP – 724 ALTA AVE. SANTA MONICA, CALIFORNIA 90402

January 10, 2020

Dear Mono County Board of Supervisors

I have worked with Jeni Pearsons since 2008 at Geffen Playhouse and, later, bringing her on to be a part of my consulting company. My company, Regina Miller Group, is a philanthropy consulting firm. Through my company, Jeni has worked as an Event Producer planning, designing, and executing fundraising events. Our clients are among the top charities in the country including the below:

- National Center for Missing and Exploited Children
- After School All-Stars
- National Basketball Players Association
- The Entertainment Industry Foundation
- Water.org
- Kershaw's Challenge
- Charlize Theron Africa Outreach Project

Over the years I have come to know Jeni to be a conscientious person with a strong work ethic. Her moral compass has led her to focus her skill set in the non-profit sector. Her work is of benefit to many communities and people in need. I strongly attest to the strength of Jeni's character. Her skills in planning and organizing would, and will, be of benefit to any community.

Please feel free to contact me if you have any questions. My cell is 310-963-7258.

Sincerely,



Regina Miller

CEO & FOUNDER

Regina Miller Group

regina@rmgglobal.net

REGINA MILLER GROUP – 724 ALTA AVE. SANTA MONICA, CALIFORNIA 90402

From: "Jurado, Steve" <jurado@ehs.ucla.edu>

Date: January 8, 2020 at 7:10:50 PM PST

Subject: Letter of Endorsement

To whom it may concern,

I have worked with Ms. Jeni Pearsons for over 10 years in her capacity as Director of Special Events at Geffen Playhouse. During that time, Jeni's efforts of planning and permitting for events, she has always shown herself to be conscientious and compliant with fire and life safety guidelines. I would imagine her work ethic would translate to planning in other areas, away from work, as well.

In my opinion, she has always displayed a genuine, honest and upstanding representation of herself, in my business activities with her. I believe, these would be qualities, Jeni would express, away from work, as well.

Please feel free to contact me, if you have other questions.

M. Steve Jurado, Cpt.

Asst. Fire Marshal

Fire Division

UCLA Office of Environment, Health and Safety

501 Westwood Plaza, 4th Floor – MC 160508

Los Angeles, CA 90095-1605

(310) 825-8674 [Direct]

(310) 206-8680 [Office]

(310) 206-3153 [FAX]

jurado@ehs.ucla.edu

Dee Dee Grafius
330 Meadow Dr
Coleville, Ca. 96107
760-616-4852

January 5, 2020

Dear Mono County Board of Supervisors,

I am writing in support of Colitas Farms in their effort to cultivate on a ½ acre in Coleville, ca. Mono County.

I live across the river from the potential location of Colitas farms. It's a beautiful location tucked away off the road and their presence and plans will improve the area. I have been in communication with Jeni and I can sense her sincerity and efforts put forth to make this a dream of theirs. Reading the plans they have gave this a lot of thought I can tell by looking at the plans and feel they would live up to all they say and would like to be welcome in our community. Myself and my family supports their efforts and can see no reason why someone would object? I am a in-home health care provider (retired Teacher/Administrator)and without the use of cannabis some of my clients would suffer with pain, sleeplessness and anxiety. I know how others in this community they are regular users of cannabis to help cope with job stress, life stress or just spending a relaxing time with family and friends. Surrounding the river rd. area and within the town there are many residents with their own small grows. There have been no objections.

It is very unfortunate that there are some uneducated individuals that feel a commercial farm regardless of its nature is not good for a 'residential area'. As you know it will be regulated by the state, chemical free and completely indoors. The grow will benefit the community aesthetically with their lavender field and trees and shrubs, attractive site clean and neat and healthy in all ways. I can see no reason to deny the permit for Colitas Farms. According to the US Berkley Inst, of Government studies California has emerged as the largest market for legal marijuana in the world and state officials say revenue was \$465 MILLION for the fiscal year as of June 2019. I am sure this is a win win for both state, county and community.

Sincerely,
Dee Dee Grafius

Dear Supervisor- John Peters,

I am writing on behalf of Colitas Farms In Walker.CA.. I have had the pleasure of meeting Mike and Jen and the beautiful property which is evolving with their efforts of cleaning up and beautifying the area. While I was there, myself and some others were shown around and initially shown the progress they have made by the removal of 4 tons of trash, boards, run down buildings and their continuing efforts to remove an outhouse that was being used and spilling into the irrigation ditch. There are run down trailers and campers being removed and a complete make over of a very neglected property to a beautiful farm with a crop that has so many benefits both medicinally and recreationally.

After we were shown the plans and their goals to being good neighbors with plans of greenhouses using the sun and not the typical metal building with roaring fans. Mike explained the filters to filter such odors and the lavender fields. The aesthetics will be a welcome view to the run down neglected neighborhood. They explained they will employ locals and money can go into the community

There is a very disturbing letter being solicited at the Walker General Store. It is fueled by anger and hatred towards Colitas Farms. The information and claims in the letter are false and misleading. We feel it is unfair to solicit misleading false information spreading and escalating hatred and anger among residents. They need to be aware and make educated decisions with correct information. They were not given any links except to yourself and the secretary. I will attach the letter that they are soliciting.

Thank you for your time and efforts in the plan for crop and beneficial t
o all, neighbors, community and county.

Sincerely,

Dee Dee Grafius

330 meadow dr (directly across the river)

Walker, ca

STUDIO TRANSPORTATION DRIVERS



LOS ANGELES, CALIFORNIA

STEVE DAYAN
Secretary-Treasurer

KENNY FARNELL
President

ED DUFFY
Vice President

ROSE FALCON
Recording Secretary

CALVIN McDOWELL
Trustee

ARMANDO SANTANA
Trustee

GARY ZUCKERBROD
Trustee

LEO T. REED
Secretary-Treasurer
Emeritus



AFFILIATED WITH THE
INTERNATIONAL
BROTHERHOOD OF
TEAMSTERS

January 10, 2020

Dear Mono County Board of Supervisors,

I have known Michael Storc, member of Teamsters Local 399, for many years now as a manager in the field of transportation in the Film and Television industry.

Michael has always been courteous, professional, and acted with integrity in every situation that I have had dealings with him.

I would highly recommend Michael. He would be a great asset to Mono County as a new business owner and as a new resident of the Antelope Valley. If you have any further questions, please feel free to contact me.

Best Regards,

Steve Dayan
Secretary-Treasurer

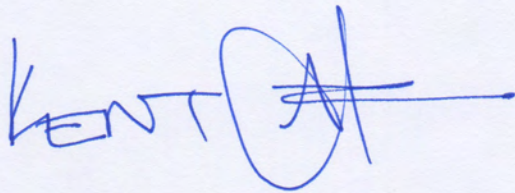
January 10, 2019

Dear Mono County Board of Supervisors,

Michael Storc has worked with me for the last 12 years as a Department Head in the film industry. He has always shown to be a strong leader and has always acted in the best interest of the Studios. Michael is the consummate team player- he works extremely well with others in both a conscientious and thoughtful manner.

I truly believe that Michael will be a great fit in your beautiful community and that he will always strive to make it a better place.

Please do not hesitate to call if you have any additional questions.



Kent Zbornak

Producer

(818) 399-1517

Dear Mono County Supervisors,

I have worked with and done business with Michael Storc over the last several years. He has always been forthright, courteous, and fair every time that myself or my company has had dealings with him. I can honestly say that there will never be a time that you will regret having Michael as a part of your business community in Mono County.

If you have any further questions, please feel free to reach out to me and I would be more than happy to elaborate.

All my best,



Louis Dargenzio CEO
Zio Studio Services
818-504.2809